

**MEETING OF THE BOARD OF TRUSTEES  
JUNE 21, 2025**

**UNIVERSITY OF THE VIRGIN ISLANDS  
ALBERT A SHEEN CAMPUS  
MEDICAL SIMULATION CENTER  
9:30A.M.**

**REGULAR SESSION MINUTES**

**MEMBERS PRESENT**

Dr. Kyza A. Callwood  
Dr. Donna Christensen (via Zoom)  
Jose Raul Carrillo  
Erica Johnson Creamer  
John P. DeJongh, Jr.  
Dr. Barbara Flemming  
Dr. Safiya George  
Dr. Dionne Wells Hedrington (via zoom)  
Dr. Bert M. Petersen, Jr.  
Oran C. Roebuck  
Jermika Roumou (via zoom)  
Henry C. Smock  
Reginald Vigilant

**MEMBERS ABSENT**

Trinity Granger Austrie (excused)  
Carolyn Hermon Percell (excused)

**OTHERS PRESENT**

Dr. Kendra Harris, Interim Provost (via zoom)  
Dr. Leah Vanterpool, VP Administration and Finance & CFO  
Michael Morsberber, VP Institutional Advancement  
Sharlene Harris, VP Information Technology  
Dr. Una C. Dyer, VP Strategic Affairs  
Dr. Pamela Moolenaar Wirsy,  
Dr. Rick Nader,  
Dr. Nigel, Edwards,  
Attorney Marie Thomas Griffith, UVI Legal Counsel

**CALL TO ORDER**

The Meeting was called to order at 9:32am by the Chairman of the Board. Call to Order

The Chair welcomed new trustees and indicated their recent appointments and excused absence from this board meeting. NEW TRUSTEES Carolyn Herman Percell and Trinity Austrie Granger. He stated that he looked forward to welcoming them both at the October 2025 meeting of the board.

**GOVERNANCE COMMITTEE..... Henry C. Smock**

**Election of Officers**

The Governance Committee conducted its annual meeting for nominations as outlined in the Nomination Process adopted by the Board of Trustees. Nominations were received for the positions of Chair and Vice-Chair. Chairman Smock yielded the process of the election to be conducted by the chair of the Governance Committee and UVI Legal Counsel. UVI Legal Counsel briefly explained that nomination process and the slate formation. She also provided historical background on the nomination process. A slate of candidates was obtained and approved as required by the process. This slate was presented to the Board of Trustees for their deliberation and action.

A paper ballot was provided to members after which the ballots were tabulated by Trustee Erica Creamer and Attorney Marie thomas Griffith. After the tabulation, Attorney Thomas Griffith reported the results: Henry C. Smock was elected as Chairman and Dr. Bert M. Petersen, Jr. was elected as Vice Chair for 2025-2026.

Chairman Smock thanked Trustee Oran C. Roebuck, who served as Vice Chair for several years for her service.

**Approval of Minutes**

A motion was made by Trustee Kyza Callwood which was seconded by Trustee Raul Carrillo to approve the minutes of October 19, 2024 and March 22, 2025 meetings. The motion was approved unanimously.

**Approval of Consent Agenda**

A motion was made by Trustee Kyza Callwood which was seconded by Trustee Raul Carrillo to approve the consent agenda as presented. The motion was approved unanimously.

**President’s Report**

The President’s Report for this period offers an in-depth overview of key presidential initiatives and institutional progress since the last report. With a focus on innovation, student success, and strategic growth, this report highlights significant milestones that reinforce the University’s long-term vision. From academic excellence to community engagement, each achievement reflects a steadfast commitment to enhancing the institution’s impact and preparing for a dynamic future in higher education.

Highlights of the report included:

- Achievements and Advocacy Efforts
- Protection of Pell Grant Funding
- Commencement and Strategic Partnerships
- Innovation and Community Engagement

**Presidential Initiatives and Accomplishments**

The President presented to the Board of Trustees an overview of the University’s key activities and accomplishments during this reporting period. She stated that the achievements highlighted reflected

the dedication, perseverance, and collaborative spirit of our students, faculty, staff, and administrators. These successes underscore the University's unwavering commitment to excellence and growth.

**President’s Excellence Award**

The President’s Excellence Award is presented to individuals who have exhibited extraordinary and above and beyond Servant Leadership and excellence in customer service and an overwhelmingly positive attitude. They have each demonstrated a steady commitment to identifying and implementing solutions to institutional challenges. These honorees have gone above and beyond in their roles and their contributions reflect a proactive commitment to addressing institutional challenges and driving meaningful improvements across the institution. For this period, the President’s Award went to:

- Theodore Glasford – Chief of Campus Security & Police-STT
- Joel White – Chief of Campus Security & Police-STX
- Toi Matthews – Assistant Vice President of Administration

**Chairman’s Comments**

The Chairman thanked board members for their attendance at the board meeting as well as their participation and contributions at the board committee meetings over the past couple of weeks. He indicated that he was excited with the addition of the two new board members and looks forward to getting closer to having full compliments of board members in the near future.

**Board Committee Items**

**Academic, Research, Student Affairs.....Dr. Kyza A. Callwood**

**UVI Submission: Proposal to the Thurgood Marshall College Fund (TMCf) HBCU Capacity Building Grant Program**

Interim Provost Kendra Harris provided an update stating that Thurgood Marshall invited specific universities to apply for a two million capacity grant which covers a period of two academic years. The University of the Virgin Islands (“UVI”) was one of the universities invited to submit a proposal. President Safiya George identified Vice President of Research and Economic Development, Rick Nader, as the point person for this endeavor, with support from Provost Harris, Dr. Pamela Moolenaar-Wirsiy, and other university administrators. The proposal requires a letter of support from the Board of Trustees. President George stated that she believes that eight universities will be selected, and UVI hopes to be one of them.

President George was seeking the support of the Board of Trustees for UVI to submit a proposal to complete the TMCf grant. Board Chair Smock stated that he supports/approves this action, but it would be subject to ratification by the full Board of Trustees at the June 21 meeting.

A resolution was presented. A motion was made by Trustee Petersen which was seconded by Trustee Callwood to approve the resolution as presented. It was approved unanimously.

**Executive Committee..... Henry C. Smock**

**UVI and USM Updating of Memorandum of Understanding**

A resolution was presented to allow the University of the Virgin Islands (UVI) to: (a) work with the attorney in St. Maarten to update UVI at USM Foundation's articles of incorporation, bylaws and Standard Operating Procedures; (b) update the account at Republic Bank; and (c) approve and submit the profit tax forms and employee tax forms to the Government of St. Maarten.

A resolution was presented. A motion was made by Trustee Callwood which was seconded by Trustee Petersen to approve the resolution as presented. It was approved unanimously.

**Planning Committee.....Jose Raul Carrillo**

**Key Performance Indicators**

The Planning Committee received a report on the KPIs as linked to UVI's Strategic Plan: GRAND Momentum. The June report focused on the following:

KPI	Description / Metric
G.2 Contribution to UVI (Development)	Contributions received via development and fundraising efforts
G.4 University Access	Financial Aid
R.3 National Survey Rankings (USNEWS)	Institutional ranking metrics from U.S. News & World Report or similar
A.1 6-Year Graduation Rates	Graduation rate is within 150% of the normal program time
A.2 Degrees Awarded	Number of degrees awarded annually
N.1 Student Satisfaction Survey Results	Overall satisfaction score from internal or external surveys (TBA)
D.1 Alumni Engagement Rate	Percent of alumni engaged through events, giving, volunteering, etc.

**EXECUTIVE SESSION**

A motion was made by Trustee de Jongh which was seconded by Trustee Roebuck to move into Executive Session discuss the following matters which could be reasonably expected to result in the disclosure of information of personal nature wherein public disclosure would constitute a clearly unwarranted invasion of personal privacy, commercial information obtained where public disclosure may cause substantial injury to the competitive position of another to whom the information relates or premature disclosure that would seriously frustrate implementation of the proposed action(s), and for the Board to obtain legal advice on those matters:

- 1. Approve Executive Session Minutes
- 2. Receive a report from the ARSA Committee
- 3. Receive a report from the Finance and Budget Committee
- 4. Receive an Update on Personnel Matters
- 5. Receive an Update on Legal Matters

The vote on the motion was unanimous. The Executive Session convened at 11:01am

Upon return to the regular session of the meeting at 12:05pm, the Chair reported the following: In the Executive session the Board took the following actions:

- Approved Executive Session Minutes of October 19, 2024 and March 22, 2025
- Approved tenure for a faculty member
- Forwarded several matters for review and approval by the Executive Committee of the Board
  - Meal Plan Increase
  - Online/Overload/Part-time/Summer Tuition Increase
  - TIAA Consultant
  - Proposed FY 2026 Budget Request
- Received a report from the Planning Committee

The Chairman thanked the faculty and student trustee for their service and contributions. and indicated that he looked forward to welcoming the new faculty and student representatives.

### **Adjournment**

Having no other business, the Chairman adjourned the meeting of the Board of Trustees at 12:07pm