



University of the Virgin Islands

**UVI**  
**SHARED GOVERNANCE**  
**CONVERSATION**

**April 17, 2008**

**OFFICE OF THE PRESIDENT**

# Acknowledgement

- ❖ Shared Governance Ad Hoc Committee
- ❖ University Stakeholders  
(Faculty, staff, and students)
- ❖ Board of Trustees
- ❖ Cabinet
- ❖ Office of the President

# Highlights

- Shared governance revolves around people's relationships at all levels of an organization.
- A shared governance matrix contributes to transparency and understanding in the decision-making process and promotes a structure for communication, engagement, consultation, inclusiveness, teamwork, and timely decision-making.

# Highlights

- A decision-matrix lays out functions for the various parties while accommodating future change.
- Success hinges on mutual trust among all stakeholders: faculty, administrators, the Board, staff, and students.

# Highlights

- Successful shared governance often means that trustees and administrators take an interest in and demonstrate an understanding of what faculty and staff do in their disciplines and functions, while faculty and staff members show an understanding and respect for the responsibilities held by the University's leaders.

# Highlights

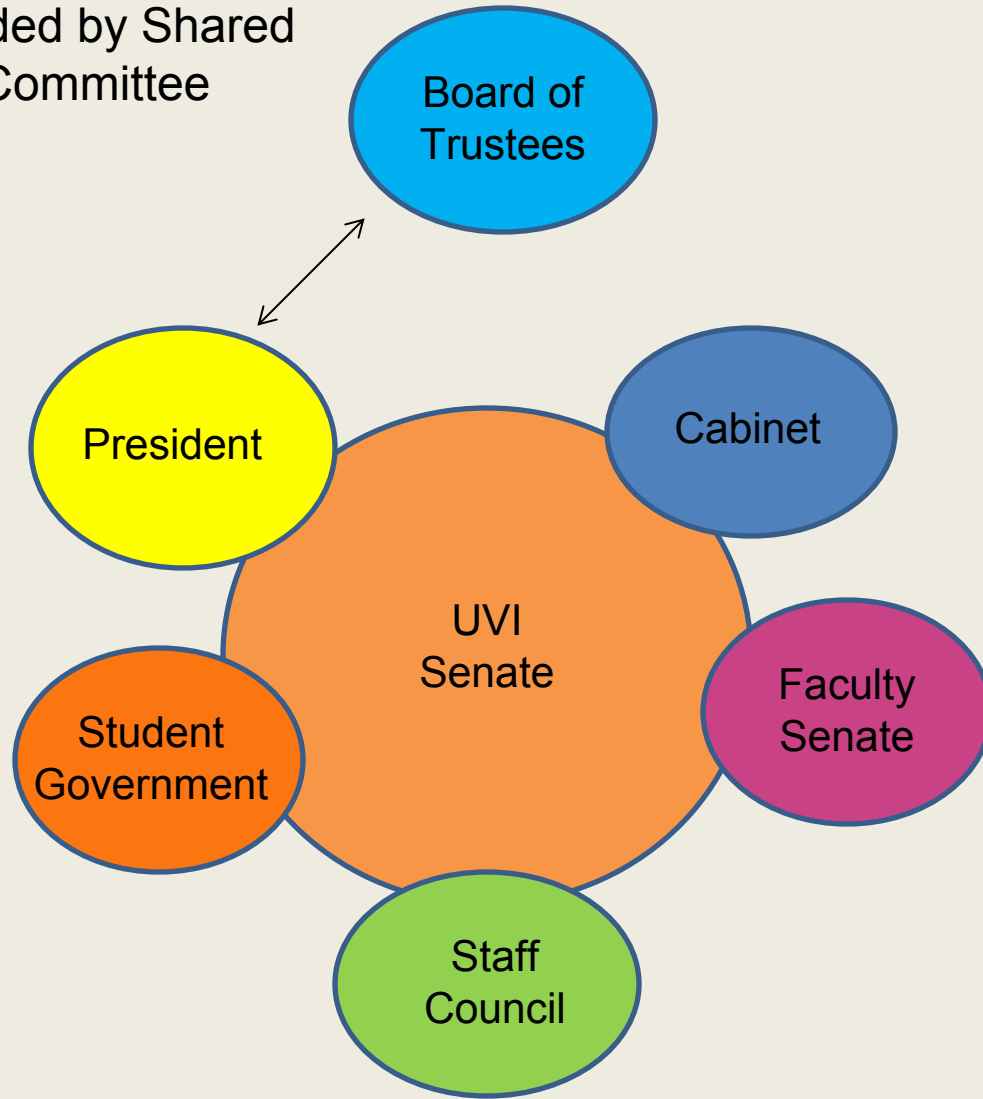
- Codifying areas of responsibility for the various stakeholders spawns greater engagement and therefore attracts ideas to the table, which ultimately strengthens the final decision – no matter who makes it.

# Areas of Emphasis

- Shared Governance Model
- Shared Governance Matrix
- Principles of Shared Governance

UVI SHARED GOVERNANCE  
MODEL Recommended by Shared  
Governance Adhoc Committee  
03/31/08

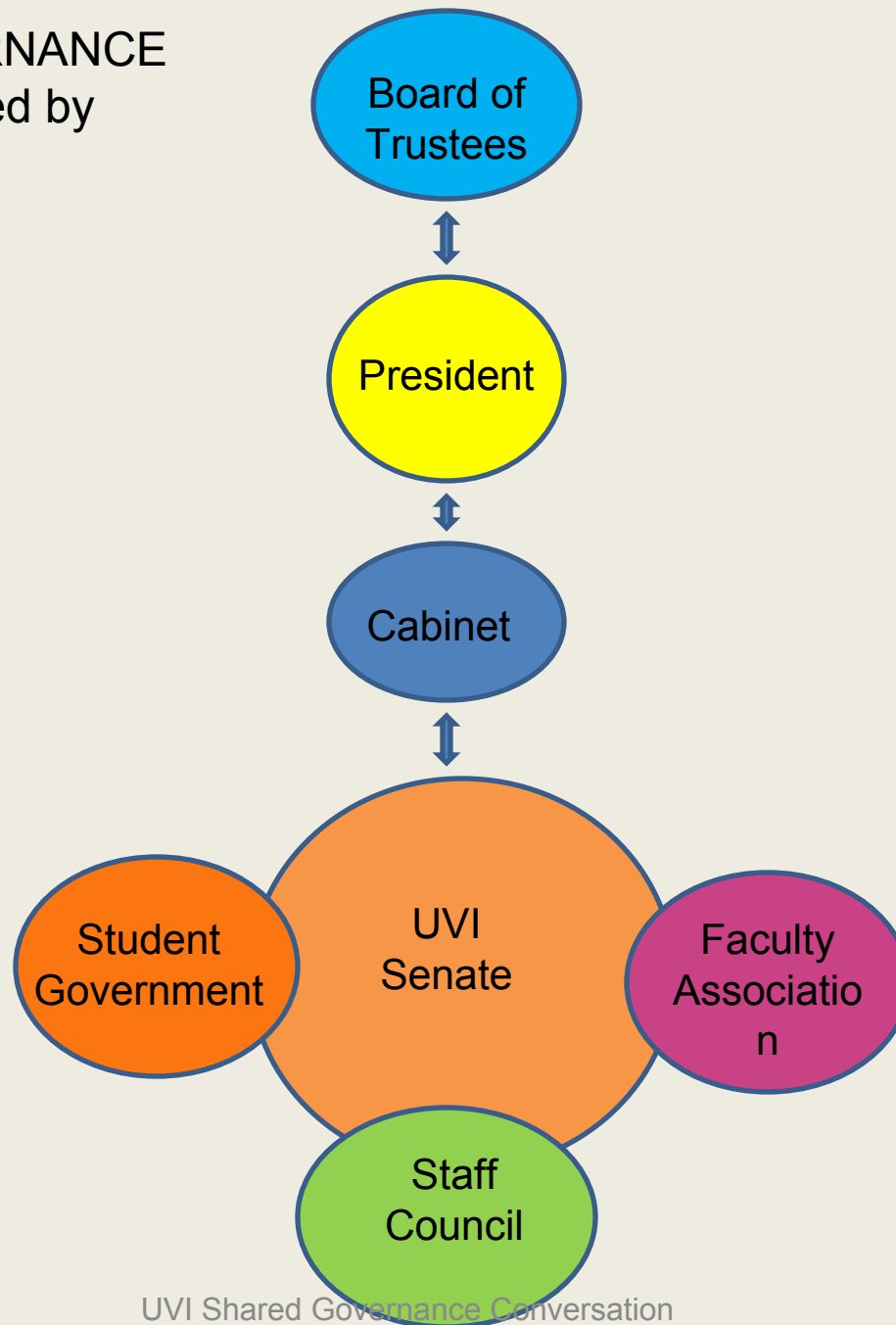
The diagram shown on the right displays the proposed model for shared governance at UVI. It attempts to avoid the visualization of the structure as hierarchical, but instead it promotes an open and equitable process for informed decision-making among each constituency and their area of responsibility.





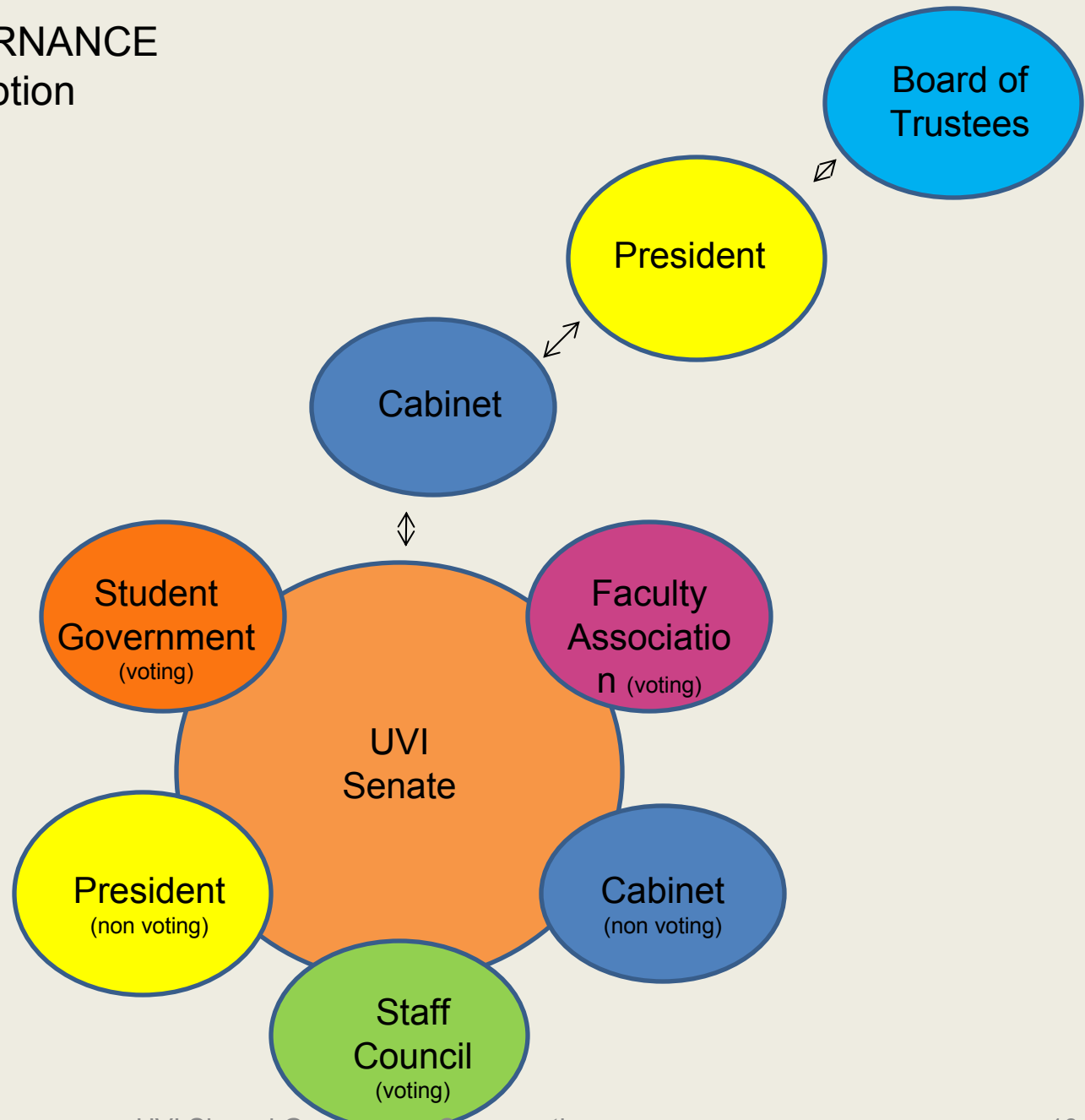
# UVI SHARED GOVERNANCE MODEL Recommended by Cabinet 03/31/08

- Overlaps indicate discussion and informational input.
- Arrows indicate decision making responsibilities.
- The Senate shall consist of three representatives from each of the three University groups in addition to the president, provost, and vice presidents.



# UVI SHARED GOVERNANCE MODEL Additional Option 04/17/08

This proposed model for shared governance at UVI is a modified version of the previous two diagrams based on additional input from University stakeholder groups. Arrows indicate decision making responsibilities and communication flow. The Senate shall consist of four representatives from each of the three University groups in addition to the president and cabinet.



## EXPANDED SHARED GOVERNANCE MATRIX (administrative matters example)

	Responsibilities	Board of Trustees	President	Provost	VP/A&F	VP/IA	Cabinet	Senate	Area of Origin	comments
<b>B</b>	<b>Administrative Matters</b>									
1	Component allocation of resources		D				R	C	Component Heads	Budget committee recommends to the cabinet
2	Organization or name change	A	D	R	R	R	R	C	Component	
3	Budget	A	D		R		R		Component	
4	Capital projects	A	D		R		R	C	President, VP/A&F	
5	President's goals, development	A	D	C	C	C	C	C	Board, President	
6	Academic division goals		A	D			C/R	C	Provost	
7	Non-academic divisions, goals		A	D	D	D	D	C	Component Heads	
8	Administrative policies and procedures, development	A	D		R	R	C/R	C	Component Heads, Stakeholder Groups	Board delegates powers to the president

## EXPANDED SHARED GOVERNANCE MATRIX (curricular matters example)

	Responsibilities	Board of Trustees	President	Provost	VP/A&F	VP/IA	Cabinet	Senate	Area of Origin	Comments
<b>D</b>	<b>Curricular Matters</b>									
1	Academic freedom issues other than grievances	I/A	R				D	R	Provost	
2	Provost Component Committees (PCC)		A	R			D	C	Provost	PCCs are advisory to the provost, and reviews academic programs, standards, curriculum, new initiatives for funding, etc.
3	Academic program discontinuation		A	R			D	C	Provost	
4	Approval of curricular actions		A	R			D	R	Provost	
5	University-wide policies	A	D/R	D/R	R	R	R	R	President, Component Heads	
6	Academic program standards			R			D	R	Provost	
7	Student outcomes assessment			I			I	C	Provost	

## EXPANDED SHARED GOVERNANCE MATRIX (personnel matters example)

10	Benefits	<b>A</b>	<b>D</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C/R</b>	<b>C</b>	VP/A&F	
11	Discipline	<b>A</b>	<b>D</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C/R</b>		Component Heads, HR	
12	Mediation procedures	<b>A</b>	<b>D</b>				<b>R</b>	<b>C</b>	President, HR, Stakeholder Groups	
13	Grievance procedures	<b>A</b>	<b>D</b>				<b>C/R</b>	<b>C</b>	HR	
14	Policies and procedures	<b>A</b>					<b>D</b>	<b>R</b>	Component s, HR	
15	Leave		<b>A</b>	<b>R</b>	R	R	<b>D</b>	<b>C</b>	Component s, HR	
16	Faculty tenure and promotion	A	<b>D</b>	<b>R</b>			<b>R</b>		Provost	
17	Faculty appointment and reappointment		<b>C/A</b>	<b>D</b>			<b>C</b>		Provost	
18	Staff appointment and reappointment		<b>C/A</b>	<b>D</b>	D	D	<b>D</b>		Component Heads	
19	Faculty workload	A	<b>D</b>	<b>R</b>			<b>R</b>			
20	Workload adjustments		<b>D</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>C</b>	Component s	
21	University-wide award program		<b>A</b>		<b>R</b>		<b>D</b>		Component s, HR	
22	Reorganization	A	<b>D</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>R</b>	<b>C</b>	Board, President	
23	Student employee policy				<b>R</b>		<b>A</b>	<b>C</b>	Component s, HR, CEA	

# Principle #1

The UVI Senate and the administration shall jointly update the governance matrix\*, as needed, to define the current roles and responsibilities of the Board of Trustees, Administration, University Senate, faculty, staff, and students in shared governance.

# Principle #2

All participants shall improve  
the communication  
environment in order to build  
mutual trust.

# Principle #3

A team approach to planning and problem solving shall be employed.



# Principle #4

The administration shall solicit and consider faculty, staff, and student input before major University-wide decisions are made that have a direct impact on the academic, operational, or student affairs areas of the University.

# Principle #5

Committee members are responsible for informing and consulting with their respective constituencies to ensure a representative voice from each represented group.

# Principle #6

Decision-makers shall communicate their actions/decisions with rationales related to the mission of the University.

# Principle #7

The President and Administration shall adhere to current policies and procedures governing decision-making until or unless they are formally modified.

# Principle #8

The University shall provide on-going education for the University community regarding the agreed upon decision-making policies and procedures.

# Principle #9

All University-wide, long-range planning and advisory groups should include faculty, staff, and student representation.

# Principle #10

There should be an ongoing process for the assessment of deans, managers, supervisors, and directors, which includes input from the faculty, staff, and students in each respective division or component.

# Principle #11

All senate representatives on University committees should be elected by the represented groups.



# Principle #12

Concerns about alleged shared governance violations, which cannot be resolved by communication among the affected parties, may be referred to the Senate Executive Committee.

Together, let us aspire to  
achieve the mission and vision  
of UVI through shared  
governance.

UVI: Specializing in Futures

Thank You!