

**UNIVERSITY OF THE VIRGIN ISLANDS
RESOLUTION OF THE BOARD OF TRUSTEES**

To ratify the actions taken in Executive Session by the Executive Committee of the Board of Trustees (“the Board”) of the University of the Virgin Islands for the Board

WHEREAS, Article VI, Section 1 (a) of the Bylaws of the University of the Virgin Islands states in part, “The Executive Committee may act for the Board between Board meetings, in the event of emergencies requiring Board action;” and

WHEREAS, that section of the Bylaws further states, “The Executive Committee shall report to the Board at its next meeting on all actions taken by it, and the Board shall ratify or revoke such actions,” and

WHEREAS, the last meeting of the Board was on June 7, 2014; and

WHEREAS, during the Executive Session of a meeting on August 27, 2014, the Executive Committee (“the Committee”) acted for the Board as follows:

- Approved the proposed Presidential Goals and Objectives for 2014-2015; and
- Accepted the Self-Appraisal of the President on his Performance on the Agreed upon Goals and Objectives for August 1, 2013 through July 31, 2014

(A copy of these documents is attached hereto for reference.)

NOW THEREFORE BE IT RESOLVED BY THE BOARD:

The actions taken by the Executive Committee of the Board during the Executive Session of its meeting on August 27, 2014, which are summarized above, are hereby ratified.

CERTIFICATION

The undersigned hereby certifies that the foregoing is a true and exact copy of a resolution approved by the Board of Trustees of the University of the Virgin Islands at a meeting on Saturday, October 25, 2014, as recorded in the minutes of that meeting.



Secretary of the Board

October 25, 2014

Date

Self-Assessment of Presidential Goals

Fiscal Year 2013 – 2014

1. **Develop and implement a “master teacher” program that cultivates and highlights excellence in teaching.** (*Pathways to Greatness performance goal: 1G*) **Completed**

The "Master Professor" program was developed and approved by the Faculty, and subsequently presented to the ARSA Committee of the Board. The complete Master Professor Program: Application Criteria and Award can be found in Appendix A.

2. **Conduct a branding study linked to increasing the market reach of UVI locally, regionally, and internationally.** (*Pathways to Greatness performance goal: 3C*) **Completed; Implementation to occur in the Fall.**

The Austin Advertising firm conducted a comprehensive branding study of employees, alumni, prospective students, and the general public. The results from the study will be used to develop a new “tag line,” mascot, marketing materials and a comprehensive marketing strategy.

3. **Develop a matrix to determine compliance with federal and local regulations.** (*Pathways to Greatness performance goal: 4C*) **Completed**

A comprehensive Compliance Matrix that helps determine compliance with federal and local regulators has been developed and can be found in Appendix B. The Compliance Matrix will be separated into component units with oversight for the areas listed so that component heads can assess their unit's compliance with federal and local regulations. This process should foster an awareness of the component's responsibility and a determination can be made at that time if resources are needed to bring the unit into compliance.

4. **Begin the process of tracking all goals and objectives in the strategic plan through the use of tracking software.** (*Pathways to Greatness performance goal: 5F*) **Completed**

The Strategic Planning Online (SPOL) software has been acquired and is currently being populated with goals and other relevant information. The software will track the linkages between the strategic plan, budget allocations, assessment, and accreditation.

- 5. Develop a system to link the key performance indicators to the strategic plan for purposes of decision-making and reporting to stakeholders.** (*Pathways to Greatness performance goals: 5A and F*) **Completed**

The Key Performance Indicators are now specifically linked to the Strategic Plan through 134 measures that have been approved by the Board of Trustees. These measures provide a snapshot and dashboard of the progress being made on each objective as outlined in Pathways to Greatness. This new system and approach was presented to the Board during the Key Performance Indicators (KPI) presentations in March and June.

- 6. Develop a system of benchmarks and metrics for program rationalization and assessment of academic, administrative, and support units.** (*Pathways to Greatness performance goal: 5A*) **Completed**

A consultant was retained to conduct the UVINext: Academic Programs and Administrative Programs Transformation Study with the assistance of two internal taskforces. The report was submitted and circulated through the shared governance process for review. The initial draft of the report was reviewed by the faculty and staff and appropriate adjustments were made to the document. The final report, together with recommendations for consideration and implementation, were submitted to the full Board at the June Annual Board Retreat. The revised recommendations were approved by the Board at its June meeting.

- 7. Conduct an economic impact study for the University.** (*Pathways to Greatness performance goal: 3D*) **Completed**

An Economic Impact Analysis for the University was conducted by Appleseed Inc., and the Report was distributed to the Board and UVI's shared governance leaders. A media release of the Report will occur in early Fall.

- 8. Establishment of a comprehensive framework for the development and delivery of online programs.** **Partially Completed**

A Distance Education Advisory group was formed, comprising of faculty from each college and school, who had completed Distance Education training through the

Center for Excellence in Teaching and Learning. Draft Policies were developed covering the following areas:

- Becoming a certified online faculty member
- Certifying UVI online course
- Determining what a UVI online course will look like
- Determining how online courses will be evaluated
- Common Course templates
- Class attendance

These policies will be reviewed this summer and a comprehensive document will go before the faculty in the Fall. The President and Provost have also had extensive discussions with other universities in regards to partnering with them in the delivery of online academic programs.

9. Increase the number of students who are taking courses in entrepreneurship or participating in the competition. (*Pathways to Greatness performance goal: 2A*)

Completed

- Entrepreneurship course enrollment for the Academic Year (AY) 2013-2014: 30 students
 - 2.5x increase from AY 2012-2013 (12 students)
- Entrepreneurship course changes approved by University Curriculum Committee (UCC)
 - 4 new Entrepreneurship courses
 - 3 ENT courses updated
 - Includes elimination of prerequisites for Intro course
- Entrepreneurship Minor updated
- Entrepreneurship Certificate program created
 - 9-12 credit hours (depending on chosen courses /prerequisites)
 - 3 paradigms (aspiring entrepreneur, existing business owner, financier/econ developer)
 - Available for matriculated and non-matriculated students
- Created a UVI Entrepreneurship Student Club
 - 11 Members
- 13D Business Competition; St. Croix participation following enrollment on that island.
 - Total student participation in competitive round: 22 (2012) to 17 (2013) to 14 (2014)

10. Increase by 20 percent the number of students participating in Brothers With A Cause and Sisters With Purpose. (*Pathways to Greatness performance goal: 2L*); and increase the number of students participating in the Student Government Association by 10 percent. (*Pathways to Greatness performance goal: 2G*) Completed

Brothers With A Cause and Sisters With Purpose continue to be active on the St. Thomas Campus. Brothers With A Cause has also been active on the Albert A. Sheen Campus. Membership in Brothers With A Cause has increased by 25%. A similar increase has occurred with Sisters With Purpose on the St. Thomas campus. Sisters With Purpose on the Albert A. Sheen campus has been dormant for the past year. In an effort to re-start Sisters With Purpose on the Albert A. Sheen Campus, an organizational meeting was hosted by Provost McKayle.

- 23 were in attendance: 16 students and the remaining were faculty and staff
- Ideas were generated for Fall 2014
- Sisters With Purpose will be re-started in the Fall 2014, led from the Office of the Provost.

11. Increase by 10 percent the number of stories and other advertisements occurring in local and regional media outlets. (*Pathways to Greatness performance goal: 3F*) Completed

The Public Relations Office continues to reach various markets through a variety of media presentations. University announcements are channeled regularly to media outlets locally, regionally, and nationally. Dedicated Alumni Recruitment Teams (DART) in five eastern Caribbean countries promotes the University regularly through media appearances.

Comparing the 2013-2014 academic year to the previous year, UVI saw a slight increase in the number of stories and other advertisements occurring in local and regional media outlets. For the 2012-2013 academic year, the Public Relations Office recorded 1,214 stories and advertisements in local and regional media outlets. For the 2013-2014 year 1,235 were recorded. This represents an increase of 1.73 percent.

While there was a small increase in local and regional news mentions, we recorded a large increase for national news mentions. There has been a 57 percent increase in national mentions. Counting both national statistics and local/regional statistics, UVI has experienced a growth of 34 percent in news and advertisement print

mentions.

The Public Relations Office has increased its social media presence. UVI’s official social media presence has increased by 300 percent with the addition of LinkedIn, Instagram and Twitter. Utilizing social media has given UVI a greater reach locally and globally.

Comparisons for Academic Year 2012 - 2013 & 2013 – 2014*

News clips – News releases – local and regional – Academic Year 2012-2013 & 2013-2014				
Period	News Clips/Ads	National new clips	National Distribution	Total
Academic Year 2012-2013	1214	1890	4	3108
Academic Year 2013-2014	1235	2961	15	4211
%Growth	1.73%	57%	275%	34%

*Measuring print media only (traditional and on-line)

12. Develop a policy to guide professional development, succession planning and promotion, and human resources capacity building. (Pathways to Greatness performance goal: 5E) Completed

A Career Advancement Policy (CAP) was developed and approved by the Board at its June meeting. The policy was submitted and circulated through the shared governance process for review.

13. Develop a comprehensive strategy for increasing our student enrollment by engaging all stakeholders within the University and hiring a new Vice Provost for Access and Enrollment.

- The development of a Comprehensive Recruitment Plan commenced in October 2013 and was accepted by Cabinet during November 2013. The document was also distributed to the campus community in November 2013.
- Dr. Nicole Gibbs was hired to serve as the new Vice Provost for Access and Enrollment

- Numerous new activities occurred, including more school visits, Presidential meetings with all public high school principals, High School Students Survey, UVI Pride Day, Open House for Admitted Students, additional recruitment contracts with external vendors, and a full-time recruiter on St. Croix.
- The Enrollment Advisory Committee was appointed by President Hall in January 2014. The committee has the responsibility of ensuring that important aspects of the plan are thoroughly being carried out.
- These activities, coupled with numerous other individual and group initiatives, have resulted in a 16.6% increase in freshmen applications and a 35% increase in newly accepted freshmen.

Additional Accomplishments (FY 2013-2014):

- Secured a \$30 million Gift Agreement for the development of a Medical School at UVI. This is the largest gift in the history of the University.
- Secured a \$700,000 annual debt service commitment from the Governor to construct the Medical School facilities. This should result in the construction of buildings ranging from \$11 — \$13 million in value.
- Convinced the Governor to reverse his decision to reduce the University's budget by \$1.9 million. The budget submitted by the Governor to the Legislature reduced UVI's budget by only \$500,000.
- Developed and implemented the first annual UVI Pride Day that included visits, pep rallies and parades at all of the public high schools in the Territory; various private high schools also participated.
- Secured the participation of distinguished Harvard professor, Dr. Henry Louis Gates, Jr. as our 2014 Commencement Speaker.
- Secured the participation of famous actor, Charles Dutton, as the Alfred Heath Lecturer for 2014.
- Successfully developed and implemented the second annual President for a Day Program.
- Created a new studio for WUVI on the St. Croix campus.
- Celebrated the grand opening of the Virgin Island and Caribbean Culture Center on the St. Croix campus.
- Opened the first Human Resources Office on the St. Croix campus.
- The School of Business received initial accreditation from the Accreditation Council of Business Schools and Programs (ACBSP).
- Eliminated all dual occupancy of faculty offices on the St. Croix campus and upgraded numerous faculty offices.

Additional Accomplishments (FY 2013-2014) cont'd...

- Constructed and furnished a new home for the College of Science and Mathematics on the St. Croix campus in the RTPark building.
- On the St. Thomas campus, the Social Sciences Building was completely renovated and brought into ADA compliance. This renovated facility now houses eleven faculty members, the office of the Dean of the College of Liberal Arts and Social Sciences, his Administrative Assistant, a psychology lab which houses four students, a conference room and a kitchenette.
- Renovated and enhanced the technology capacity of nine new classrooms across both campuses.
- Memorandums of Understanding (MOUs) were signed with two additional Caribbean education institutions: H. Lavity Stoutt Community College (BVI) and Anguilla Community College.

Proposed Presidential Goals

Fiscal Year 2014 – 2015

1. Develop and secure approval of UVI's first Ph.D. program.
→ *(Pathways to Greatness performance goal: 1M – Time Period: Fall 2014 to Fall 2017)*
2. Establish English as a Second Language (ESL) program.
→ *(Pathways to Greatness performance goal: 2F – Time Period: Fall 2014 to Fall 2014)*
3. Conduct a survey of the current level of employment by recent graduates.
→ *(Pathways to Greatness performance goal: 2D – Time Period: Fall 2014 to Fall 2016)*
4. Develop competitive compensation packages inclusive of salary and benefits by first conducting a salary comparison study.
→ *(Pathways to Greatness strategic action: 1E – Time Period: Spring 2015 to Spring 2017)*
5. Develop a Memorandum of Agreement with the V.I. Department of Human Services to collaborate on the development of Child Care Centers on each campus of the University.
→ *(Pathways to Greatness performance goal: 5D – Time Period: Spring 2015 to Spring 2017)*
6. Establish a mechanism for training and evaluation of part-time faculty by full-time faculty within the context of peer evaluation.
→ *(Pathways to Greatness performance goal: 1E – Time Period: Spring 2015 to Spring 2017)*
7. Develop a plan for the implementation of UVINext recommendations.
→ *(Pathways to Greatness performance goal: 5A – Time Period: Spring 2014 to Fall 2017)*

8. Conduct a workforce needs assessment of the Territory and the region to determine program needs and assess all existing programs.
→ (*Pathways to Greatness performance goal: 1B – Time Period: Fall 2014 to Fall 2017*)
9. Expand the Center for Excellence in Teaching and Learning to involve the dissemination of more creative and successful teaching techniques.
→ (*Pathways to Greatness performance goal: 1E – Time Period: Spring 2015 to Spring 2015*)
10. Develop and implement a formal mentorship program between UVI personnel and identified community groups.
→ (*Pathways to Greatness performance goal: 3B – Time Period: Fall 2015 to Fall 2015*)
11. Develop a systematic approach to course-based assessment, wherein each course has defined learning objectives and a method for determining if those objectives are being obtained by the students.
→ (*Pathways to Greatness performance goal: 1E – Time Period: Spring 2015 to Spring 2015*)
12. Develop a structure and commence the application process to acquire the Baldrige Award for Excellence in Education.
→ (*Pathways to Greatness transformational goal – Time Period: Fall 2014 to Fall 2016*)
13. Based on a 7-point scale, student evaluations of full-time faculty will average 6 for those schools and colleges presently below 6 and 6.3 for those who are presently at 6.
→ (*Pathways to Greatness measurable objective: 1E – Time Period: Spring 2015 to Spring 2017*)
14. Apply for the Liaison Committee on Medical Education (LCME) Accreditation for the Medical School and solicit additional financial support.
15. Transform two paper based institutional processes into electronic formats.
16. Evaluate the progress of the WOW Customer Service Initiative and make appropriate adjustments.
17. Continue to expand recruitment and enrollment activities in order to stabilize and increase enrollment by 3%.