

**PRESIDENT'S REPORT TO THE BOARD OF TRUSTEES OF THE  
UNIVERSITY OF THE VIRGIN ISLANDS  
FEBRUARY 1 TO APRIL 30, 2010**

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As with the President's Report submitted for the March 2010 Board of Trustees meeting, the President's Report for this period is organized in two major sections. Part I provides highlights of new and ongoing Presidential initiatives and accomplishments since the last reporting period. Part II of this report provides major accomplishments within the framework of the Seven Management Values. In the last President's Report to the Board, the Seven Management Values were shared within the context of the management approach that has been adopted to enhance our capacity to deliver programs and services as well as address challenges and embraces opportunities. As in the past all accomplishments are consistent with VISION 2012.

**PART I: PRESIDENTIAL INITIATIVES AND ACCOMPLISHMENTS**

The reporting period was a very active one with members of the University community working towards program and service delivery with a high level of energy and addressing multiple demands throughout the period. Our students excelled and were excellent ambassadors for UVI; faculty scholarly work and service were notable, and the institution continued its forward momentum.

***UVI in the Community and the Community at UVI***

UVI demonstrated its commitment to the community as an active participant the Virgin Islands Carnival activities for 2010. In both in the Children's Parade, through its first place 4-H entry and the University's entry in the Adult Parade, in which President

Hall participated with members of *Brothers with a Cause*. UVI's Floupe consisted of a float which depicted a sunken galleon amongst the rocks and a troupe, which was comprised of members of the UVI basketball team, members of the UVI Spirit Squads, and Student Trustee Callwood. UVI's entry won first runner-up in its category.

In addition to engaging the community during the 2010 Virgin Islands Carnival, President Hall, Cabinet members, and other administrative personnel welcomed groups of students to the St. Thomas campus. Over 130 students from the St. Croix Rising Stars, the Addelita Cancryn Junior High, and the Dober and Lockhart elementary schools visited the UVI's St. Thomas campus. Students were greeted by President Hall with a message of striving for greatness, staying focus, and remembering that UVI has a special seat awaiting each of them. Key administrators from the Office of Access and Enrollment Services, Student Affairs, and Student Activity spent time with each group of students and responded to their questions and highlighted key features of UVI.

### **Presidential Initiatives**

Within the internal UVI community, progress on three Presidential initiatives continued. These initiatives began in the fall and continue to be a high priority.

#### *Male Initiative*

In preparation for final exams the first week in May, *Brothers with a Cause* sponsored an *Academic Jam* to provide an atmosphere for all students to prepare for final exams through a variety of interventions that included peer tutoring, group study, and counseling. This activity supports the mission of the organization *to facilitate the development and delivery of quality programs which promote mental, physical, social,*

and spiritual enhancement for male students at UVI and the communities that they represent. Tutoring sessions were available based on a schedule that was widely publicized across both campuses. Tutoring services were provided by students (male and female), faculty, and staff and were open to all students across the University. The *Academic Jam* was a success and it is anticipated that this will be one of the standing activities of the *Brothers with a Cause Association*.

#### *Presidential Task Force Reports*

In keeping with the commitment to move UVI to a place of greatness, President Hall established the Task Force for Improving the Retention and Graduation Rates at UVI and the Task Force for Improving Education Quality in the Territory and gave each Task Force a charge to develop a report that included recommendations to address the issues identified by each Task Force. Both task forces completed their assignment and presented reports and recommendations to the President. Faculty was asked to devote one day of the two-day Spring Faculty Institute to deliberate and provide feedback on the recommendations presented by each task force. The discussions were fruitful and the information obtained will be used to assist with establishing priorities in the areas of targeted interventions. The intended outcomes of the initiatives is to increase retention and graduation rates over the next one to three years and toward improving the quality of education in the Territory by implementing both short and long term strategies.

Cabinet also had an opportunity to review and discuss the recommendations of the two task forces and next steps include presenting the recommendations to the UVI Senate and the UVI Staff Council for their input. It is anticipated that with resources that have become available through the Foundation for the University of the Virgin Islands

(FUVI) and the expansion of one area of Title III funds, some specific intervention programs will be funded and implemented as early as fall 2010. A progress update will be provided to the Board at the October 2010 meeting.

#### *Institutional Effectiveness and Assessment*

One critical area to achieving greatness that must be both strategic and responsive is the approach to institutional effectiveness and assessment. After careful review of the existing organizational structure, which is very decentralized and dispersed, a determination was made that a more centralized, cohesive approach to institutional effectiveness and assessment needs to exist at UVI. A model that will bring improved coordination and structure to overall institutional effectiveness and assessment has been developed and shared with the various constituency groups of the University. The proposed model merges the role of the existing Strategic Planning Committee, Assessment Sub-Committee, and other offices and areas associated with assessment at the University. The model was based on a review of best practice approaches to institutional effectiveness, planning, assessment and accountability that have the potential to significantly improve the relevance of the University within the context of its mission.

To ensure a clear understanding of the purposes and goals of institutional effectiveness and assessment at UVI, proposed guiding principles have been established for the development of policies, procedures and practices for assessment at all levels across the University. The final document has been shared and discussed with the Planning Committee of the Board and will be shared with the full Board for information purposes at a later date.

### **Update on Searches**

Since the March Board meeting, significant progress has been made with respect to the key searches for personnel that commenced in fall 2009. At various points during fall 2009 and spring 2010, search committees were convened and given their charges. Committees were focused on filling executive and key administrative positions. We are very close to executing hiring contracts for three positions, and anticipate bringing another three searches to a close by the end of June. Once contracts have been executed, information will be shared with the Board and other members of the University community.

### **Update on Fundraising**

Great strides have been made since the last Board meeting in fundraising. As of mid-April, funds raised exceed last year's numbers for the same time period. Although average gifts amounts are lower than gifts for the same period last fiscal year, the number of persons giving gifts to UVI has increased by just over 35%. This is a significant achievement, because building the donor base is key to expanding the flow of gifts into the University. With the able assistance of the personnel in Institutional Advancement, the internal fundraising campaign has been launched and responses have been very encouraging. As part of our targeted fundraising strategy, the Office of the President, in collaboration with Institutional Advancement, Trustee Edward Thomas, and the leadership of the School of Business have been actively engaged with hotel and resort partners in the Territory and a potential donor on the mainland (Florida Cruise Line Association) to secure funding for the four-year degree program in Resort and

Restaurant Management (RRM). This program is targeted for development during the upcoming academic year, with a view to program implementation in fall 2011.

### **Commencement 2010**

The culminating academic activity for the spring semester was commencement. As a result of the Board's support of the change in the names of the five academic units to Colleges and Schools, rather than Divisions, the Deans of all Colleges and Schools were active participants in both commencement ceremonies. Additionally, members of the UVI Senate participated as platform guests, along with members of the Faculty Executive Committee. It was the first time that these specific groups were actively involved in commencement or on the platform as guests. Ceremonies were well received not only because of the new format but especially because of the dynamic and internationally acclaimed commencement speaker, Dr. Randall Robinson. His message resonated with students, faculty, staff and members of the audiences at both ceremonies. There were a total of 312 graduates, with 100 on the St. Croix campus. A total of 41 graduate degrees were awarded, while 166 Bachelor of Arts; 57 Bachelor of Science; 21 Associates of Arts; 15 Associates of Science; and 10 Associate of Applied Science degrees were awarded. Of the 312 students who graduated, 15 graduated with highest honors (summa cum laude); 28 graduated with high honors (magna cum laude); and 36 graduated with honors (cum laude).

### **National Academic Achievement**

This is an opportunity to also highlight the quality of the programs offered in the College of Science and Mathematics with respect to our graduates' success in the pursuit of doctoral degrees. A review of the Council of Graduate Schools Completion

and Attrition Demographic Data indicate that UVI graduates who enter doctoral programs in the fields of science, engineering and mathematics (SEM) significantly outperform their peers, no matter their gender, race, or nationality. Essentially, UVI graduates in the Minority Access to Research Careers program (MARC) who started doctoral programs prior to 2000 had a 90% completion rate, while for the SEM fields overall, African American completed PhDs in 10 years at a rate of 43%. Whites complete at a rate of 56%. Students in the MARC program represent both biology and chemistry majors. Part II of this report provides additional information regarding the ongoing academic successes of our students.

### **Risk Assessment and Management**

The culminating activity of the academic year for senior administrators was a Cabinet Retreat that focused on the area of risk assessment and management in higher education. This retreat topic came from the risk assessment activities presented during an Association of Governing Boards (AGB) meeting in San Juan, Puerto Rico that was attended by President Hall and Board Chairman Moorhead. The assessment and management of risk at UVI are necessary components of effective management as we strive for greatness. The Cabinet session was facilitated by Mr. Paul Pousson, ARM, a member of the University Risk Management and Insurance Association Board. Over the next several months, sessions similar to will be scheduled for each Component of the University to development a culture of risk identification and assessment at UVI. The anticipated outcome of this activity will lead to a stronger University, a greater willingness to take risks, a greater understanding of the implications of the risks that are

taken, and greater advances as a result of embracing more opportunities. The final results of our work will be presented to the Board at the October 2010 meeting.

## **PART II: MAJOR ACCOMPLISHMENTS PRESENTED WITHIN THE FRAMEWORK OF THE SEVEN MANAGEMENT VALUES**

In presenting major accomplishments for the reporting period within the framework of the Seven Management Values, a brief summary statement of the focus of each management value is provided followed by associated accomplishments. For accomplishments that represent an achievement of one of the strategic objectives of VISION 2012, the particular strategic objective is identified in parentheses at the end of the accomplishment statement.

### **Management Value I: High Performing Institution with a Focus on Quality**

At the core of this management value is the recognition that time and quality are our greatest assets. To that end, during the reporting period, the University sought to deliver programs and services to: reduce the turnaround time to complete normal institutional operations and requests; create systems to ensure the development of accurate, complete, and consistent documents; and, identify areas of potential or existing vulnerabilities and develop strategies to address the vulnerabilities.

With respect to a general focus on high performance and quality, the following were achieved during the reporting period:



- Engaged in several curriculum reform and development activities to enhance the quality of programs and its profile and standing as an academic unit within the broader higher education arena. Specific activities are noted below:
  - Adopted sweeping changes in its curriculum. In the Management, Marketing and Decision Sciences department the course prefixes were changed from the generic BUS (business) prefix to reflect discipline prefixes like MGT (management) QNT (quantitative) MKT (marketing) etc. Also, the course levels of several courses were changed from 200 to 300 levels and 300 to 400 levels. This effort brought the School of Business in line with peers in other universities and completed the transition from CVI to UVI.
  - Developed, approved and secured the approval of the University's Curriculum Committee (UCC) for a new course QNT 410 – Quantitative Methods that became part of the core Business Administration and Accounting curriculum. This course was created to address an area of weakness in students' quantitative reasoning performance identified in the results of the Major Field Tests (MFT). Faculty in the School identified this as the best way to address this deficiency.
  - Six new courses in taxation, international accounting, auditing and intermediate accounting were sent to the UCC for consideration. These accounting courses would expand the opportunities of accounting students to deepen their knowledge in these areas.
- The Scholarship Development Committee (SDC) established in fall 2009 and charged with promoting scholarship, research and publication among Business

School faculty hosted four faculty-led colloquia to provide a forum for discussion of current faculty research. Topics were: 1) *Submitting papers for possible publication in refereed journals*; 2) *What editors and reviewers look for*; 3) *Sidebar discussions*; 4) *Distractions or main topics in training*; 5) *The fundamental theorem of loan amortization for financial modeling*; and 6) *Small business and performance measurement*. Faculty from the College of Science and Mathematics made significant strides in the area of scholarly productivity during the reporting period as evidenced by the progress to date on various scholarly articles that includes, one publication; five “In Press”; two accepted for publication; and two under review.

- *Eight research papers were submitted to refereed journals by research faculty in the Center of Marine and Environmental Studies (CMES). The research papers are being reviewed for possible publication. Additionally, research faculty made presentations at seven local, one national and three international conferences.*
- The Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR) added two new research faculty members and is providing funding for two faculty members, one is developing additional courses in the Natural Resources Management (NRM) and the other is teaching in the Masters in Marine and Environmental Science (MMES) program.
- VI-EPSCoR participated in a conference on Marine Protected Area (MPA) Management for the insular Caribbean under the theme “*Small islands, shared challenges...a united front!*” (March 2010 in Tobago). The Buccoo Reef Trust of Tobago hosted this conference as part of the Coastal and Marine Management and Education in the South Eastern Caribbean (CaMMESEC) project.

- VI-EPSCoR also hosted a *Training Workshop on Effective Grant Proposal Writing* in February 2010 on the St. Thomas Campus. The workshop outcomes improved the quality of proposal submissions received from applicants forged new partnership[s] among the participants.
- VI-EPSCoR and Information & Technology Services continue to work together on improving the University's cyber infrastructure. VI-EPSCoR provided additional funding to the University's microwave upgrade project that will double the capacity of the new inter-island microwave. The original EPSCoR contribution allowed for a proposed 150 megabytes (Mb) per second connections between the islands. The additional investments will provide 300 Mb per second. The University of the Virgin Island Foundation (FUVI) also provided funding for this project. As a result, the reliability and capacity of the systems inspires considerable confidence in the program's ability to support data storage for UVI's current, as well as prospective research partners.
- VI-EPSCoR made great strides in the implementation of the "VI-EPSCoR GIS Data Infrastructure". This investment in Geographic Information Systems (GIS) software by VI-EPSCoR will provide an appropriate data management structure to support the loading, maintenance and access to spatial data in support of VI-EPSCoR's research goals, as well as those of our stakeholders here at UVI and in the territory. It also allows UVI researchers to more easily communicate with scientists, stakeholders and policy makers at different institutions around the world.
- The Committee on Scholarship and Creativity within the College of Liberal Arts and Social Sciences (CLASS) achieved the following during the reporting period:

- Established a policy to use faculty reassigned time to develop a program for the pursuit of scholarly and creative activities.
  - Sponsored a lecture by Dr. Ivelaw Griffith on “Some Realities of Caribbean Security at the Dawn of the New Decade.”
  - Sponsored a symposium on the life of the late Rex Nettleford, a noted Caribbean scholar and activist.
- During the reporting period CLASS was successful in the recruitment of highly qualified faculty, including:
- Faculty member and editor of The Caribbean Writer, Dr. Opal Palmer Adisa who brings a long history of writing and editorial work in addition to a national and international reputation as a writer. She has implemented a new newsletter for The Caribbean Writer, led a celebration of Poetry Month on campus and in the community, and has sponsored several readings across the territory;
  - A full-time PhD credentialed faculty in English.
- Under the leadership of UVI's Playwright in Residence (PIR), 22 students and three faculty members developed and presented a Theatre performance entitled, *In the Beginning*. It included a choral reading of the James Weldon Johnson poem, *The Creation; In the Beginning*, a new original readers theatre play written by UVIs PIR based on nearly 40 world creation myths, including many from the Caribbean; *The Diary of Adam and Eve*, a one act play based on the writings of Mark Twain; and the second act of *Into Eden*, a new play premiered by a stateside

Black repertory theatre company. The play was performed April 25-26, 2010 on St. Croix, and April 27-28, 2010 on St. Thomas.

➤ As a result of the guidance of faculty within the College of Science and Mathematics as well as the academic quality and rigor of the program offerings, the following student achievements were realized:

- Thirty-five students, majoring in Applied Mathematics, Biology, Chemistry, Computer Science, Marine Biology, Mathematics or Psychology have been accepted into summer programs at institutions such as Johns Hopkins University; Cornell University; University of Florida; the Army Research Laboratory; University of Iowa; University of Pittsburgh, and the Department of Defense. Many of the placements were facilitated by the Emerging Caribbean Scientists Steering Committee.
  - Seven seniors have been accepted into post-baccalaureate programs, with two of those being doctoral programs – one in pharmacology and the other in statistical genetics.
  - Ten students, both undergraduate and graduate, presented original research work at scientific meetings outside the Territory.
- Online Giving has entered the testing phase at UVI. This Internet-based application launched in conjunction with the Faculty/Staff fund raising campaign that was initiated April 1, 2010. The product will be rolled out based on its performance during the internal campaign.
- Reichhold Center for the Arts (RCA) received several awards during the reporting period:

- Voted #1 Performing Arts Venue by readers of The Daily News;
  - Recipient of two gold ADDY Awards: “Best Brochure” and “Best Coordinated Marketing campaign for 2009-10 season”; and,
  - First Runner-Up designation for the 2010 UVI carnival troupe entry for Best Troupe Under 100 category in the Adult Parade for the Virgin Islands Carnival -- designed by RCA Co-Director, Denise Humphrey.
- The Accounting and Purchasing Departments continue to work on the annual audit which began November 1, 2009. The Single Audit field work is completed; and will be finalized after the audit of the financial has concluded. A draft of the financial statements was issued on May 7, 2010. The audited financial statements and Single Audit Report for the year ended September 30, 2009 are scheduled to be issued shortly.
- The Accounting Department commenced the process of printing checks for the Census 2010 operations and payroll. Approximately 500 checks are printed every two weeks. The upgrade of the Banner system to Banner 8, which was conducted April 28-30, 2010, initially posed some challenges with respect to the check printing process; however, they were resolved within a week's time.
- The St. Croix campus Residence Hall Supervisor attended the Southeast Association of Housing Officers (SEAHO) conference in Williamsburg, VA, February 23-26, 2010. The conference focused on industry trends and provided networking opportunities with peers and associates. The St. Croix Campus Residence Hall Supervisor was selected as a member of the Nominations and Awards Committee.

With respect to reducing the turnaround time to complete normal institutional operations and requests when delivering programs or services, the following were achieved during the reporting period:

- A new IT Specialist I position on STX has been filled. This increases the number of technicians for desktop and learning environment support from two to three. The goal of the position is to reduce the time it takes to provide technical service to the campus.
- The Blackboard System Administrator completed an online/in-person training program in April 2010. This is the first time that server administration training for Blackboard has been made available to staff who support the local system.

With respect to creating systems to identify areas of potential or existing vulnerabilities and to develop strategies to address the vulnerabilities, the following were achieved during the reporting period:

- Two new desktop computers were acquired for the Center for Excellence in Teaching and Learning (CETL) on St. Thomas. These replace the old systems that were relocated from Quarters B and will considerably improve the work environment for faculty who use the resources of the Center.
- Information and Technology Services (ITS) has purchased and installed a server to control the connection and disconnection of the videoconference rooms automatically. ITS and the Academic Technology and Library Committee are working together to determine the best way to implement the system over the summer. This server will make videoconference connections easier and save instructor's time in the classroom.

- ITS developed policies and procedures for regular inventory of circulating equipment from the St. Thomas Library in an effort to better monitor equipment location, usage, and condition.
- ITS moved the network firewalls further inside the network topology on both campuses. The move resulted in the resolution of asymmetric routing issues. This change made it less restrictive for users on campus to get to internet-based resources off campus.
- The VI-SBDC Advisory Board met in March 2010 to approve its Bylaws and to elect officers of the Executive Board. The officers are Ms. N. Marchena-Kean (Chair), Mr. O. Potter (Vice-Chair) and Mr. M. Dow (Secretary).
- An e-waste drive was completed on April 10, 2010 on the St. Croix Campus to ensure continued compliance with environmental regulations regarding disposal and/or recycling of electronic waste. Five-hundred and twenty-three (523) items of spent electronic waste were collected, inventoried, tagged and shipped for recycling. The items included monitors, CPUs, keyboards, TVs, projectors, and video-cameras.
- In March 2010, the Student Affairs Office of the Associate Campus Administrator on the St. Croix Campus collaborated with the Virgin Islands Department of Maternal Child Health and Children with Special Health Care Needs Program (MCH & CSHCN) to assist in conducting a mandatory territory-wide needs assessment of the 17-21 year old population. The goal of the assessment is to help improve health infrastructure and systems in the US Virgin Islands and eliminate health barriers and disparities. Student volunteers were recruited and



trained to assist in the collection of the data. Focus groups sessions were also held utilizing strategic populations in the residence halls, Freshman Development classes, and the Upward Bound program.

- The Educational Outreach Coordinator presented a workshop at the annual Transitional Career Fair held by the Department of Human Services, Division of Children & Family Services on April 29, 2010 on the St. Croix campus. Participants, whose ages ranged from 13-18, were in the foster care system. During the presentation, information was shared on the benefits of postsecondary education, the various postsecondary options and ways to finance postsecondary education. In addition, the fair provided information and access to the resources that these adolescents will need to prepare for independent living and the responsibilities of adulthood.
- During the month of April, preparation was underway for the May 2010 graduation. Students were encouraged to use the on-line service degree audit to assist in the completed of degree evaluation.
- The Human Resources Department, with the assistance of the Eastern Caribbean Center, coordinated the development and administration of the 2010 Staff Satisfaction Survey. Surveys were distributed to staff and survey results will be shared with the Board at a later date.

## **Management Value II: Service Oriented**

At the core of this management value is the recognition that the University's ultimate client is the student. In addition, the service principle applies to how components, divisions and department interact with and respond to requests from each

other. To that end, during the reporting period, the University sought to improve the way in which programs and services were delivered by: developing processes and training that result in the substantial reduction of customer complaints; developing processes to enhance customer satisfaction with programs, services and products; and developing processes that send a substantial message to customers that they are special.

With respect to developing processes and training that result in the substantial reduction of customer complaints, the following were achieved during the reporting period:

- A training workshop on the use of the recruitment tool-EMT Connect- offered by Hobson's was conducted for employees on the St. Thomas and St. Croix campuses. This tool provides information to students electronically that assist the Admissions office in moving a student from prospect to enrolled.
- Two staff from the Faculty Technology Services Unit of Information & Technology Services completed online orientation sessions for Blackboard Release 9 in March 2010. The review of Release 9 prepares staff to develop online training options and to implement the updated Blackboard application during FY 10-11.
- The Center for Excellence in Teaching & Learning hosted an Adobe Connect Pro faculty users' group session. The session was led by a Computer Information System (CIS) faculty on St. Croix and provided techniques for implementing Adobe to achieve blended-learning or completely online course delivery.
- The Accounting Department conducted training on the St. Croix campus to familiarize the staff with the new procedures for processing scanned documents for

payment. The turnaround time to process payments for invoices has improved significantly.

- The Campus Executive Administrator Office on St. Croix coordinated with the Accounting and Purchasing Departments to host a Financial Banner User Training for all campus departments on St. Croix. The concurrent sessions on February 12, 2010 focused on the check requisition process, the purchase requisition process and departmental budget reviews. The sessions were open to faculty and staff. Approximately 25 participants attended representing 16 departments and units.
- The Physical Plant Department on the St. Thomas campus commenced or completed several renovation and repair projects to address compliance, safety, and preservation issues. These projects are outlined below.
  - *Cooperative Extension Project:* Renovation of the Cooperative Extension Services facility is in progress. The facility has had numerous compliance concerns, to include air quality, mold and possible lead inhibited paint. This project is designed to address all deferred maintenance and related compliance matters, in addition to providing an American Disabilities Act (ADA) compliant restroom. The scope of work includes exterior and interior painting, window replacement, door and hardware replacement, floor treatment, electrical/plumbing upgrade, and air conditioning.
  - *Reichhold Center Renovation:* Repairs and renovations were focused on repairing or replacing concrete drives and walk-ways; repairing rear entrance, service gate and damaged fencing; upgrade of public restrooms, and the completion of roof repairs.

- *Commuter Lounge Minor Renovation:* Repairs and renovations required because of normal wear and tear and vandalism. Security cameras will also be installed to monitor the facility at all times.

With respect to developing processes to enhance customer satisfaction with programs, services and products, the following were achieved during the reporting period:

- The first phase of the Geospatial Information System (GIS) server implementation to expand data storage for VI-EPSCoR is complete. The GIS infrastructure includes application, database, and storage servers. The GIS data repository is functional and has been evaluated by researchers. Input from the researchers is being used to improve the functionality of the application. Documentation and training for a back-up technician on the servers is underway.
- The Virgin Islands Experimental Program to Stimulate Cooperative Research (VI-EPSCoR) sponsored a series of public seminars during the reporting period. Topics included: Remote Sensing, Ecosystem Monitoring, and Spatial Applications; Reef Fish Spawning Aggregations in Belize; Environmental Biotechnology; Nigerian Fisheries, and The Coral Reef Crisis, Total attendees: 130.
- The Virgin Islands Small Business Development Center (VI-SBDC) hosted four radio presentations on Radio 1000 – *Afternoon Mix* - a UVI outreach initiative. Topics discussed were SBA loans and Stimulus Money, Safety standards – OSHA Regulations, related yacht industry issues, and Brothers with a Cause.

- The VI-SBDC enabled a well-known upcoming business in St. Croix to secure an SBA 504 loan for \$350,800, which made it possible for the company to acquire property, make some renovations and purchase equipment to enhance the services it provides.
- VI-SBDC served 488 Virgin Islanders in various capacities, including 35 seminars, counseling activities, business plan preparation assistance, financial projections analysis and loan packaging services.
- The Eastern Caribbean Center (ECC) is the local organization responsible for conducting the 2010 USVI Census of Population and Housing and has hired 416 personnel in the St. Thomas/St. John district and 365 in the St. Croix district as enumerators.
- ECC has completed the Virgin Islands Health Care and Insurance Access Survey.
- Staff of ECC continues to work on the Street Addressing Project by providing testimony before the VI Legislature Committee on Economic Development, Energy and Technology on the importance of a Geographical Positioning System (GPS) addressing system in the territory.
- CMES (through the Virgin Islands Marine Advisory Studies – VIMAS) conducted 2 workshops, 12 seminars, 26 informational tours and three exhibits impacting 1,468 individuals. Staff also provided outreach exercises to many organizations and events, including the *Afternoon on the Green*.
- The Cooperative Extension Service (CES) is mandated to bring the University to the wider community in an informal manner. To fulfill this mandate, a series of outreach activities were held:

- Twenty-seven St. Croix residents received certificates of completion for participating in an eight-week basic computer training course.
  - CES is assisting nine young black males in Estate Tutu Valley to create a garden made of used automobile tires.
  - Staff assisted the Family Resource Center in St. Thomas to construct a container gardening project.
  - Twelve boys and three adults were involved in growing tomatoes, eggplants and herbs in a Rite of Passage for Boys gardening project.
- CES and the VI Department of Agriculture staff assisted in obtaining local produce, including meat and other value-added items, from local farmers to facilitate the VI Ultimate Chefs' Challenge. This event, sponsored by Banco Popular, took place at the same day as the annual Carnival Food Fair on St. Thomas. Chefs from the USVI and BVI participated.
- CES continues to work with community groups, such as the Magen's Bay Authority, the Bovoni Alpine Energy Waste Project, the VI Fish and Wildlife Division, Professional Leadership Council, the VI taxi operators and the Friends of the National Park. Additionally, CES is reaching out to school-age children (St. Croix Educational Complex, the Seventh Day Adventist School, Elena Christian Junior High School) by facilitating hikes to historic sites in both districts.
- CES facilitated outreach of various UVI units at the *Agrifest 2010*. During this event CES encourage the growth of home gardening by exposing thousands of fairgoers to container gardening of vegetables and herbs in tires, pots and boxes.

- Over 2,000 students participated in activities celebrating Earth Day on April 20-21, 2010 at the St. George Village Botanical Garden.
- In an attempt to help parents become more involved with their children's education, the VI Department of Education launched Parents' University. UVI's CES staff made presentations to 9 adults on the subjects of The Benefit of Trees and How Trees Handle Wounds as a component of the Parents' University effort.
- CES staff also continued work with VI residents who are part of the Home Grown Program, a partnership with WTJX, CES, and the VI Department of Agriculture. Visits were made to 42 home gardens to provide technical assistance as they manage their gardens.
- CES staff is assisting 5 school garden projects in the St. Thomas district (75 students and 7 teachers). These gardens grow vegetables and herbs and some ornamentals. During the Week of the Young Child, CES staff conducted a workshop on gardening and transplanting to children from pre-schools and public, private and parochial schools (300 children and 90 adults). CES staff displayed a model compost pile and provided written information on composting to 170 students and 187 adults with the Friends of the National Park.
- VI-SBDC hosted a presentation for one of its clients in the St. Croix Service Center. The eco-friendly business concept promotes the idea of renting low-speed solar hybrid electric vehicles to cruise ship passengers which would allow them to travel throughout the towns, beaches, restaurants and wooded hills.
- Among VI-SBDC's counseling activities was one which catered to plant nursery and landscaping business owners, one in communication technology and one to

facilitate a session at the 2010 Women's Empowerment Conference sponsored by USVI Senator N. O'Reilly.

- The Agricultural Experiment Station (AES) Aquaculture Program participated in the St. Croix Eco-Fair sponsored by the VI Waste Management Authority and the St. Croix Environmental Association on April 21, 2010. Over 250 elementary school students visited the display and discovered the roughness of tilapia teeth for eating vegetable matter and the smell and tastes of herbs, such as chive, mint, basil, lemon grass and tarragon.
- An AES Associate Professor discussed sorrel production in two 2-hour segments of the radio show, *Money Talks*, hosted by Mr. A. Weeks on WXTX. The faculty member also worked with the Cooperative Extension Service to train fifteen farmers at the Virgin Islands Farmers' Cooperative for eight weeks in vegetable production techniques.
- Forty-five (45) library and technology instruction sessions were presented to 765 students, faculty and others this semester by the Information & Technology Services (ITS) component on the St. Croix campus. This is up compared to 35 sessions and 721 participants during spring 2009. On the St. Thomas campus there were 624 students enrolled in 31 library/technology instruction sessions (6 of which were devoted to technology), compared to 24 library sessions in spring 2009.
- On the St. Thomas, ITS services were expanded to the lower campus to offer students laptop, reference, and other student services from the Classroom



Administration (CA) lab. Students now have the option of coming to the library or going to the CA lab for those services.

- In order to provide coverage for the computer labs and videoconference rooms at all times, an on-call schedule was created to ensure that ITS technicians will be dispatched as soon as the call has been received at the helpdesk to provide needed support.
- Smart Classroom equipment was added to TED 212, B-204W, and CA-103 in St. Thomas.
- The annual ITS customer service survey was completed on April 20, 2010. There were 226 respondents. 140 of these were students. The survey showed growth in most areas, and the overall satisfaction rate from respondents increased from 71% in FY2009 to 80% in FY2010.
- The School of Business administered the first set of questionnaires developed in fall 2009 to graduating seniors in spring 2010 and has begun to collect and analyze the data through *FormDesk*. The School anticipates using the information to shape curriculum and better serve its constituents.
- A Black History Month open house with a focus on Haiti's significant historical and literary contributions was held on February 24, 2010 on the St. Croix campus. Presentations were made by UVI Faculty and students during the Open House. The Colleges and Schools as well as other University departments displayed information and answered participant's questions regarding the services provided by their units. Approximately 65 participants attended the activity in the Northwest Wing (NWW) Great Hall.

- The St. Croix office of the Associate Campus Administrator for Student Affairs collaborated with the United Nations Association of the Virgin Islands to present a Black History month forum entitled “Implications of Pending Federal Legislation on the Self Determination of the US Virgin Islands,” on February 25, 2010 in the NWW Great Hall. The discussion focused on the significance of the legislation to people of color during the recognition of Black History month as well as the significance of the details of the legislation. Other legislation that had implications for the Territory and its residents were also discussed.
- The College Access Challenge Grant (CACG) program hosted three scholarship workshops during this period:
  - Two workshops, on March 25<sup>th</sup> and 26<sup>th</sup> on St. Thomas and St. Croix, respectively, for students and parents focused on conducting successful scholarship campaigns. The guest speaker, author of the highly successful *Winning Scholarships for College: An Insider's Guide and College Survival & Success Skills 101*, was entrepreneur and national speaker, Marianne Ragins.
  - A workshop for school counselors was held in collaboration with the American Counseling Association of the VI on February 26 in the NWW Great Hall on St. Croix. The workshop focused on information counselors need to help students successfully get scholarships.
- The Campus Psychologist on St. Croix provided ongoing assessments to students in a variety of categories through the “Learning Assistance Program (LAP)”. The services include direct clinical services for evaluation of students with special

needs for qualification in LAP, as well as assistance with accommodations and referral to University and community support services. A total of 48 individual contacts were scheduled during this reporting period.

- The Health Services Center on St. Croix provided in-patient service and/or emergency response to approximately 177 UVI community members. Services provided included first aid, physical exams, medical visits, skin tests, tetanus shots, pap tests, pelvic exams, as well as emergency visits to residence halls and to the emergency room at the Juan F. Luis Hospital.
- In collaboration with the Information Technology Services component, Physical Plant staff refurbished NWW-133 in order to relocate the computer lab from room EVC-902 to the Northwest Wing. Desks along the walls of NWW-133 were built to provide a capacity of twenty-four (24) computer workstations. This facility provides greater access for students to computer labs. The last workstation in the center of the room was completed in early February 2010.
- Three air handler units on the St. Croix Campus that required urgent attention were replaced in order to ensure continued comfortable working and learning environments. The units served The Caribbean Writer and Home Economics offices, the Growth Research Room, and the Melvin Evans Center Theater. Repairs to the units were completed during the spring recess.
- On February 19, 2010 the Benefits Office, within Administration and Finance, conducted an informational forum for current enrollees and employees interested in the air ambulance services provided by Medical Air Services Association. The

forum, which was attended by 22 employees, was video-conferenced to both campuses.

- The Director of Benefits has submitted to the Vice President for Administration and Finance, for consideration by the President's Cabinet, eighteen (18) new investment options for employee participants in the UVI TIAA-CREF retirement plan. The options will allow participants the opportunity to diversify their retirement portfolio.

With respect to developing processes that send a substantial message to customers that they are special, the following were achieved during the reporting period:

- The 21<sup>st</sup> annual Afternoon on the Green activity was held on March 7, 2010 with approximately 100 local cooks and 70 volunteers. The activity was a success despite rain. For the first time, the Afternoon on the Green activity was held in the Sport and Fitness Center because of the inclement weather.
- As part of the inaugural and charter day activities the Access and Enrollment Office took an active part in Afternoon on the Green. Information was displayed for prospective students to inform them concerning the enrollment opportunities on campus. Additionally, staff from Access and Enrollment Services (ACES) participated in the Agricultural Fair on St. Croix and in the Annual HBCU Fair which was held both on St. Croix and St. Thomas. The primary focus of the participation was on recruitment.
- The Public Relations Office (PRO) coordinated the printing of inaugural materials – invitations, souvenir book and VIP guides – as well as the submission of local newspaper advertisements, photography and publicity leading up to the March 6

installation of Dr. David Hall as President of the University. The PRO also coordinated the taping and scheduling of radio commercials featuring Dr. Hall that ran on National Public Radio during the month of February.

- The UVI National Society of Black Engineers (NSBE), a chapter of the National Society of Black Engineers, has been rejuvenated at UVI. UVI NSBE has 25 active members; 10 of whom travelled to Toronto in March to attend the annual National Convention. Students attended workshops, and interviewed with major companies for internship positions. The National Society of Black Engineers also held their first “WALK FOR EDUCATION”. They went to some public high schools to increase awareness of the opportunities available through education particularly in the Science, Technology, Engineering, and Mathematics (STEM) fields and to shatter myths about African-Americans in math, science, engineering and other technologies.
- Extensive training and mentoring opportunities were provided to students to include:
  - Reichhold Center for the Arts coordinated and hosted four residencies between the islands of St. Thomas and St. Croix for over 200 students with the *Black Violin* and *Verse* performers. The workshops included a private one-on-one composition class with 30 specially selected students and talk backs with the artists.
  - The Center for Marine and Environmental Science (CMES) faculty also served in many ways to promote student excellence, to include 31 students

who became PADI-certified scuba divers at basic (13), advanced (4) and nitrox (14) levels.

- The College of Science and Mathematics, in collaboration with the Emerging Caribbean Scientists program that is in the college, hosted a Spring Research Symposium on the St. Croix campus. There were 28 students showcasing 22 research topics. UVI student research is supported by grants from the National Institute of Health's Minority Access to Research Careers (MARC) and Minority Biomedical Research Support (MBRS) Research Initiative for Scientific Enhancement (RISE) Programs, the National Science Foundation's Historically Black Colleges and Universities Undergraduate Program (HBCU-UP), South East Alliance for Graduate Education and the Professoriate (SEAGEP), VI EPSCoR programs and the MARC Curriculum Development Grant. General support was also provided by UVI's College of Science and Mathematics and UVI's Math Boosters Club. The entries were judged by teachers, faculty and Agricultural Experiment Station (AES) staff.
- ✓ Shellese Cannonier won Best Poster Award for her poster entitled *Nuclear Receptors Identified in Migratory Cells of Drosophila Egg Chambers*. Cannonier is a junior biology major and MARC Research Trainee. She conducted her research at the University of Maryland-Baltimore County in Baltimore, MD in summer 2009.
- ✓ Second place was awarded to Sara Danaher for her poster entitled *Improved Classification of Segments of E. Coli DNA into Promoter and Non-Promoter Categories*. Danaher is a HBCU UP Fellow and graduating Computer Science senior. She conducted her research on UVI's St. Croix campus. Her mentors were Dr. Stuart Ketchum and Dr. Marc Boumedine.

- ✓ Gabriel Rivera placed third with his poster entitled *Waiting for the Tide to Come In: Foraging Activity of Nucella Ostrina*. Rivera conducted his research at the University of Washington, Friday Harbor Laboratories in Washington State. He is a MBRS RISE Scholar and a Marine Biology senior.
- On April 12, 2010, the St. Croix campus Associate Campus Administrator for Student Affairs conducted a presentation for the Student Peer Health Educators focused on helping students understand and identify cultural influences that enhance or detract from effective presentation styles.
- Student workers in the Office of Student Activities on St. Croix were trained on “Generating/Developing Marketing Ideas”. The session on April 6, 2010 from 12:30 – 2:00 pm was geared towards matching and aligning the student marketing designs to the vision of the unit. The training concluded with a discussion directed towards the exploitation of women in the arts, primarily in current mainstream graphic designs and the normalization of society acceptance.
- The Counseling and Placement Center on St. Croix Campus hosted the Annual Career Exploration Week and Student Employment Week from April 5 - 7, 2010. Ms. Sonia Jacobs Dow from the St. Croix Landmark Society made the keynote address on the theme “Stepping Out of the Box – Getting Ahead of the Game”. Training sessions included resume presentation, dress for success, and leadership presentations by UVI Thurgood Marshall Student representatives. On Wednesday, April 7, 2010 approximately 26 businesses and organizations participated in the career fair. Overall, approximately 150 students participated in the activities throughout the week.

- Approximately 380 people participated in the 11<sup>th</sup> Annual Health Fair on the St. Croix campus. The fair was held at the cafeteria and in the surrounding outdoor area from March 23 - 25, 2010. Health Services collaborated with community agencies and programs to provide education, specialized services, and health awareness to the UVI Community. Health care services provided at the fair included vision screenings, blood pressure screenings, cholesterol testing, glucose testing, diabetes testing, free flu vaccinations, HIV testing. In addition, information tables focused on chronic diseases, tobacco prevention, Drug & Alcohol Abuse, HIV/STI's, as well as Family Planning. A blood drive was also conducted on campus in collaboration with the Juan F. Luis Hospital.
- The Office of the Associate Campus Administrator on the St. Thomas campus provided several learning opportunities for students:
  - ✓ In March, Vanessa Cooke, the Director of Alcohol Tobacco and Other Drugs (ATOD) at Bowie State University, conducted training in the areas of alcohol management as well as diversity training on Lesbians, Gays, Bisexual, and Transvestites (LGBT) with student peer educators (SPEs).
  - ✓ SPEs led 13 class presentations and outreach activities on Substance Abuse, HIV/AIDS and Hepatitis in Freshman Development Seminars and Personal Life Skill Classes. A total of 204 college students received the intervention between January and March.
  - ✓ A campus-wide presentation was held during National Black HIV Awareness Celebration on the St. Thomas Campus entitled "HIV in



Caribbean Women and their Offspring". This event was simulcast with the St. Croix campus and approximately 60 persons were in attendance.

- ✓ Training on mentoring was provided to members of "Brothers with a Cause". The 1.5-hour training session was held in April 2010 and about 17 members participated. Written feedback revealed that the members were pleased and learned quite a bit from the training.
- The Fourth Annual Caribbean Law Awareness Fair, sponsored by the Division of Student Affairs – Counseling and Career Center, College of Liberal Arts and Social Sciences, and the Office of the Provost in collaboration with Texas Southern University – Thurgood Marshall School of Law was held on March 22, 2010 on the St. Croix Campus. There were representatives from 13 law schools from the US mainland, the VI Bar Association, and UVI advisors. UVI students, faculty, staff and administrators were in attendance along with high school students representing seven schools on island. Approximately 91 participants attended and were advised on how to prepare for law school.
- Four student leaders from the St. Croix Campus received funding through the Office of Institutional Advancement (OIA) and the Campus Executive Administrator Office to attend the Inauguration of President David Hall on March 6, 2010 at Reichhold Center for the Arts, St. Thomas, USVI. The students reported that they were honored to represent the St. Croix Campus student body as the University inaugurated its 5<sup>th</sup> President. The students

characterized the 5<sup>th</sup> President as a blessing for the University as UVI embarks on a journey from “Good to Great”

➤ The Student Activities office has oversight responsibility for student organizations and activities. The office coordinated various student activities and events on the St. Croix campus, to include:

- In collaboration with Student Government Association, provided training for the 2010-2011 Miss UVI Ambassadorial Competition contestants on February 12 – 14, 2010. The three contestants received training in poise and posture, modeling and walking, diction, interview skills, as well as applying cosmetics.
- Hosted the Student Activities Clubs and Organizations Awareness Fair on February 2, 2010 in an effort to encourage student participation in clubs and organizations. Six (6) campus organizations and clubs participated in the fair.
- Shadow Our Students (SOS) Program, a Student Government Association initiative, was held on Thursday, March 18, 2010 on the St. Croix Campus. One hundred and eighty-five (185) high school students and 40 UVI students participated in this major recruitment and mentoring program. Ninety-seven percent (97%) of the high school students enjoyed the message from the keynote speaker and intend to encourage their friends to attend SOS next year. The College Access Challenge Grant Program underwrote and sponsored all expenses involved with securing Dr. Dennis Rahiim Watson, Executive Director of Saving Our Youth organization, as the keynote speaker. Dr. Watson's, presentation was entitled “Barack Obama – No More Excuses for Virgin Islands Students”.

- The UVI Student Sports Olympics, a student driven initiative, was held on St. Croix from March 19-21, 2010. Seventy-four students, 30 from St. Thomas campus and 44 from St. Croix Campus, competed in the series of vigorous Olympic Games, including relay and obstacle course, jeopardy, dominoes, table tennis, flag football, beach volleyball, softball, tennis, and billiards.
  - The UVI Fashion Club held its 2<sup>nd</sup> Annual Fashion Show entitled “Rock the Runway” on April 23, 2010 in the UVI Cafetorium. Twenty (20) UVI students modeled after completing a semester of intense training. A total of 327 individuals including students, faculty, staff, and community members attended the fashion show.
  - A Buck Island Excursion was held for UVI students, faculty and staff on Sunday, April 11, 2010. Thirty-eight (38) individuals participated.
  - Two intercampus debates were held during the spring 2010 semester, one on March 24<sup>th</sup> on St. Thomas Campus and the other on April 27<sup>th</sup> on St. Croix Campus.
- Twenty six (26) students were inducted into the Golden Key International Honour Society, St. Croix Chapter, along with four honorary members of the institution, on April 23, 2010. Membership is extended to undergraduates, full and part-time students who are sophomores, juniors, or seniors with a cumulative GPA of 3.30 or above, and rank in the top 15% of their class.
  - The St. Thomas Chapter of the Golden Key International Honour Society hosted a Sophomore Ceremony in recognition of UVI Sophomores academic success on Sunday March 28, 2010 at the UVI Recreation Center. Approximately 30

sophomores attended with their family and friends. Dr. Teresa Turner, Professor of Marine Biology served as the keynote Speaker. Dr. Turner was subsequently invited to become an honorary member at this year's Golden Key Induction Ceremony scheduled for April 18, 2010. President David Hall was also inducted as an honorary member of Golden Key, as well as a community member.

- *Student Peer Educators (SPEs) Induction Ceremony* - The Substance Abuse and HIV/AIDS Prevention Project held its first formal Induction Ceremony to recognize student peer educators. Twenty-four (24) continuing SPEs were inducted on Sunday, March 21, 2010. The guest speaker was the first and former lead student peer educator and UVI graduate and Registered Nurse, Tameka Browne, who spoke about what it means to be an SPE. About 51 parents, faculty, staff, and friends with the newly recruited SPEs and project staff were in attendance.
- The 9<sup>th</sup> Annual Queen Mary Highway Walk/Run was held on Friday, March 26, 2010. This activity was held in commemoration of the 48<sup>th</sup> Charter Day Anniversary of the University. Over 65 participants, students, faculty, staff and community members completed the race. VI Pace Runners collaborated with the Campus Executive Administrator's office to host this annual event.
- The St. Croix Campus Executive Administrator's office and the Ad Hoc Campus Haiti Relief Effort Committee held a Breakfast Series panel discussion in an effort to continue to raise awareness and funds to assist in the reconstruction efforts of Haiti. The first Breakfast Series session was held on April 5, 2010 and approximately 30 individuals attended the fundraising activity. In addition, the inaugural debut of the UVI Inspirational Community Choir sang "Are You Listening"

written by Kirk Franklin. The 15 members of the choir included high school students, UVI students, alumni and other community members.

- The Office of Residence Life on St. Croix held an End of the Year Award Ceremony for Residence Hall students. The presentation to the students included, highest GPA for male and female students, the outstanding Resident Assistant, and various short presentations by graduating seniors and exchange students. Eleven students of the residence halls on St. Croix Campus received recognition at the Annual Awards Ceremony held by the Provost Office.
- The St. Thomas Associate Campus Administrator's office hosted 35 ninth grade students from Charlotte Amalie High School who visited the campus in March. Two Student Peer Educators (SPEs) also made a presentation on the risk of HIV. This was a very interactive session and the students clearly learned a lot. Immediately following they were given a tour of the campus by the Student Housing Supervisor and had lunch in the cafeteria.
- Two UVI Student Peer Educators were invited to make a presentation to a group of teenage high school girls who were participating in a day long "Rite of Passage" program on Saturday, March 21, 2010. This event was sponsored by HOPE (Helping Others in a Positive Environment). The SPEs presentation was on HIV/AIDS 101.
- The College Business Residency Program brought the students that attended the program in summer 2009 back to campus to fulfill the commitment to maintain contact with the students for the year following initial attendance. The purpose is to maintain engagement with the students to ensure that they do not "fall off the

grid". The spring 2010 meeting took the form of a social event providing interaction with one another and casual conversation about their progress toward their goals. Although not as well attended as the fall event, those who attended the two and a half hour event and participated in the activities demonstrated confidence and poise throughout.

- The Law School Awareness Fair was held on the St. Thomas campus on March 19, 2010. It consisted of a panel discussion entitled: "Law School; is it right for me?" Approximately 30 students attended the panel discussion of representatives from 12 Law schools from across the country and members of the VI Bar Association. The fair was designed to heighten students' awareness about the field of law, law school requirements and scholarship and financial assistance to attend law school. The Law Schools representatives also received students on a one-on-one basis at their display tables. Feedback from the students which included high school students was positive. They welcomed the opportunity to receive this information and the activity helped to clarify their career interests.
- The Student Activities office has oversight responsibility for student organizations and activities. The St. Thomas Student Activities office coordinated various student activities and organization events to include:
  - *Diversity Workshop* – Miss Violenes, Student Activities Supervisor, served as lead person in coordinating the "Diversity Workshops" with VIUCEDD and Counseling & Placement Services on Thursday, February 18<sup>th</sup>. Approximately 122 students attended the two day sessions.

- *Inter Campus Debates* - Planned and Implemented the Inter Campus Debate between the St. Thomas and St. Croix Campuses in collaboration with the Student Activities Office on St. Croix. It was held on Thursday, March 25<sup>th</sup> in the ACC Building between 12:30pm and 2:00pm. Charles McCarty of the St. Thomas Campus was announced the best speaker and Campbell Douglass, the best rebutter.
- Health Services continued to provide services to promote health and wellness among our students and the campus community as listed below:
  - Conducted workshop on February 17, 2010 on the topic of HPV (Human Papilloma Virus); a total of 29 students attended.
  - Conducted a GYN clinic i.e. STD testing, pregnancy tests, pap smears; in collaboration with Department of Health Family Planning Clinic on March 18, 2010 from 8:30 AM - 4:30 PM. A total of 35 individuals attended. This number included staff, faculty and students.
  - Conducted a SISTA (Sister informing sisters about HIV/AIDS) session February 9- 22. A total of 5 students attended.
  - Health Services continued collaborative partnerships with the Department of Health to provide educational campaigns on Swine Flu prevention. H1N1 Vaccines were dispensed at the Sports and Fitness Center and at the Cafeteria.
- The Upward Bound Program at the University of the Virgin Islands continues to serve its 106 students (STX-52; STT-STJ 54). The program uses curriculum guides established by the Virgin Islands Department of Education to identify the

core concepts each student is required to know. The program has facilitated student mastery of the identified concepts. Upward Bound (UVI) continues to meet its goal of raising achievement levels and encouraging positive attitudes toward learning which fosters realistic aspiration for pursuing higher education. For the reporting period, the Upward Bound program carried out a number of activities to promote educational excellence for students, to include:

- A first semester assessment of student performance was done and students were assigned second semester individual academic plans;
  - The students participated in a field trip to Magens Bay Nature Trail to discover the multiple ecosystems;
  - Students participated in the Annual Agricultural Fair on St. Croix;
  - The Upward Bound staff reviewed college acceptance letters with seniors and also worked on college comparisons;
  - Juniors participated in SAT prep and workshops. The students took the SAT exam; and,
  - A Career Day/Fair was held and Upward Bound students interacted with presenters from the following career choices: Law, Medicine, Business, Education, Engineering, and Computer Science.
- The Director of Benefits presented a draft report on comprehensive health insurance coverage for students at UVI to the President's Cabinet in response to a request from President Hall. The Director continues to research this project with the assistance of a committee comprised of students and staff.



### **Management Value III: Uncompromised Integrity**

At the core of this management value is the aspiration that our individual and collective integrity are never compromised. To that end, during the reporting period, the University sought to improve the way in which programs and services were delivered by: providing ethical training to personnel, particularly in areas where ethical dilemmas often occur; and creating systems of checks and balances to allow for the detection of unethical behavior.

With respect to providing ethical training to personnel, the following were achieved during the reporting period:

- The residence halls on St. Croix campus conducted training focused on techniques required to separate peer pressure from friendships in resolving ethical matters. The session entitled “Role Playing” utilized real life residence hall incidents as part of the orientation for new staff members.

### **Management Value IV: Informed Decision Making**

At the core of this management value is the commitment that decisions are made in a thoughtful, reflective, data-informed, and transparent manner. To that end, during the reporting period, the University sought to improve the way in which programs and services were delivered by: creating systems for including more information and feedback from key individuals in decision-making processes; creating processes for developing more comprehensive and reliable data in regards to key University operations; and developing processes or matrices for informed decision-making across the University.

With respect to creating systems for including more information and feedback from key individuals in decision-making processes, the following were achieved during the reporting period:

- The draft Title III proposal for faculty technology services of ITS, and requests submitted to the Student Technology committee were shared with the Academic Technology/Library committee of the faculty for their information and feedback at the meeting held, April 6, 2010.
- The Student Technology Fee Committee reviewed several proposals for the use of FY2010 technology fee monies. These recommendations were submitted to the CIO for review. The use of the funds will be reported back to the student committee in fall 2010.
- The Campus Executive Administrator's Office held a Campus Forum on April 27, 2010. The forum was open to the entire campus community and facilitated feedback and information sharing of key projects of concern on the St. Croix Campus. Topics discussed at the forum included campus signage, library expansion project, student handbook review, student record of appointment process, and Institutional Advancement employee giving goal of 2010. Twenty participants, representing staff, administrators, faculty and students, attended the forum.

### **Management Value V: Fiscal Responsibility**

At the core of this management value is the recognition that care must be taken in the management and growth of resources. To that end, during the reporting period,

the University sought to improve the way in which programs and services were delivered by: identifying expenditures that could be reduced without compromising the overall quality of operations; identifying duplicative services that could be eliminated; and identifying entities or operations that have the potential for increasing profits or becoming profitable and developing strategies to achieve such profitability.

With respect to a general focus on demonstrating care in the management and growth of resources, the following were achieved during the reporting period:

- During the reporting period, 19 faculty members in the College of Science and Mathematics were involved in the generation of 17 grant applications totaling \$1,822,335. Two of the proposals received funding awards totaling \$62,242.
- CMES researchers received research funding of \$1,412,991 for a variety of fishing and marine science projects.
- To date, the Office of Institutional Advancement has raised approximately \$608,249 for the fiscal year. Of that amount, cash and gifts from Alumni totaled \$18,375.28, representing a total of 267 gifts and an alumni giving rate of 4.81%, which is 1% higher than the same reporting period last year. Approximately \$117,000 of the total funds raised to date reflect gifts from individual donors and corporate supporters of the Reichhold Center for the Arts.
- The Agricultural Experiment Station (AES) was the recipient of two grants, totaling \$226,000 from United States Department of Agriculture – National Institute of Food and Agriculture – Tropical and Subtropical Agriculture Research (USDA-NIFA-T-STAR) to study Senepol cattle and Hair sheep (\$120,000) and sorrel production (\$106,100). AES also received a grant from the Water Resources Research

Institute (WRRRI) for \$19,984 to compare water usage in flood and drip irrigated rice in the Virgin Islands.

- The Water Resources Research Institute received a grant of \$92,000 from the U. S. Geological Survey to support its 2010-2011 research, information dissemination and training activities
- On April 1<sup>st</sup>, the UVI Faculty and Staff Campaign was officially launched. This focuses on increasing awareness of unmet needs, embraces institutional pride and encourages UVI personnel to assist in the financial support of the institution. The donation rate as of April 30, 2010 was 12.68%.
- On April 15, 2010 the Presidential Alumni E-Appeal was officially launched. This appeal encouraged alumni to increase their number of contributions or honor President Hall's challenge by making a first gift to UVI.
- On April 23, 2010, the Annual Giving and Alumni Affairs Office launched the Class of 2010 Gift campaign to prospective graduates and in honor of achieving their milestone by contributing a monetary gift in the amount of \$20.10.
- Trustee S. Donald Sussman issued the University a \$100,000 matching-gift-challenge to the University in an effort to encourage charitable gifts from alumni and members of the Virgin Islands Community.
- The Office of Institutional Advancement collaborated with UVI faculty and members of the Board of Trustees to develop a number of external funding proposals for major gift prospects.
- The Office of Institutional Advancement (OIA) successfully introduced a number of donor engagement opportunities allowing President Hall to meet with community

stakeholders. These meetings provided a forum for President Hall to share his leadership philosophy and to learn of areas of opportunity for the University. These engagement opportunities include the UVI Seaside Chats, the UVI Donor Recognition Receptions, and a number of one-on-one visits with current and prospective donors.

- Reichhold Center for the Arts (RCA) hosted a donor reception with members of the top tiered giving levels of the Reichhold Center with Ramsey Lewis. RCA collaborated with other units in OIA and the Virgin Islands Council on the Arts to host a donor reception with members of the top tiered giving levels to both the RCA specifically and the University of the Virgin Islands in general on St. Croix on Friday, March 26<sup>th</sup>. The event was held in conjunction with the last presentation of the Family Series for this season, Black Violin.
- On February 19, 2010 President Hall submitted the University's Fiscal Year 2010-2011 appropriations budget request in the amount of \$34,500,000 to the Governor of the Virgin Islands, the Honorable John P. deJongh, Jr. The budget request did not exceed the amount requested and received in the previous two fiscal years; however, it included an increase of \$400,000 for debt service which would allow the University to secure an additional \$5,000,000 of capital funds to assist with the construction of a state of the art residence hall on the St. Thomas campus. The increase in debt service was offset by a reduction in the amount for the Veterans and National Guard tuition programs which have sufficient fund balances to cover the projected Fiscal Year 2010-2011 needs.

- On March 13, 2010, the University's Board of Trustees ratified the decision of the Executive Committee to approve the Operating Budget of the University for Fiscal Year 2010-2011 consisting of total revenues of \$50,289,614, total expenditures and transfers of \$50,285,551 and a residual balance of \$4,063.
- On March 13, 2010 the Board of Trustees also ratified the Executive Committee's decision to approve the University's Fiscal Year 2010-2011 Appropriations Request in the amount of \$34,500,000 for the purpose of financing the operations of the University, meeting debt service requirements, funding Legislatively Mandated Programs, and providing for other purposes.
- The University Budget Committee (UBC) commenced the process of conducting a thorough analysis of the entire University's Operating Budget. Component heads and Deans have been asked to provide pertinent information that would assist the UBC with making recommendations to the President for revenue enhancement, cost reductions, and any other applicable financial adjustments and/or strategies. The final report on this phase of the Budget Process is due to President Hall on September 30, 2010.
- In preparation for the University's March 10, 2010 Financial Review Hearing before the Committee on Appropriations and Budget (CAB) of the 28<sup>th</sup> Legislature, the Budget Office coordinated the submission of requested information to the Post Auditor and the Chair of the CAB. The Cabinet and other staff accompanied President Hall to the hearing at which the University was well-received and recognized for its accomplishments and contributions to the Territory.

- During the reporting period, the University received responses to one (1) Request for Proposals (RFP), one (1) Request for Qualification (RFQual) and three (3) Requests for Quotations (RFQuot) as outlined below:

<b>No.</b>	<b>Title</b>	<b>Summary Description of Project</b>
<i>RFP</i> 2009-04	Upper Campus Cistern Rehabilitation	The University of the Virgin Islands issued an RFP seeking a qualified contractor to complete a rehabilitation/repair of a 65,000 gallon cistern on the St. Thomas campus. Proposals were received from 3 contractors. The evaluation committee is in the process of reviewing the proposals.
<i>RFQual</i> 2010-01	Architectural/Engineering Services	The University of the Virgin Islands – Capital Projects Office issued a RFQ for licensed architects and engineers in the US Virgin Islands who are interested in providing complete design services in connection with ADA compliance renovations to the Upper Campus Quad and R.L. Paiewonsky Library located on the St. Thomas campus. Five vendors offered their credentials for review.
<i>RFQuot</i> 2010-01	CES Building Renovations	The University of the Virgin Islands –Physical Plant issued a RFQ for qualified contractors to complete renovations to the Cooperative Extension Service building. After a review of the proposals submitted by two contractors, the evaluation committee recommended that the University accept the proposal from the lower responsive respondent.
<i>RFQuot</i> 2010-02	High Pressure Iron Pumps	The University of the Virgin Islands issued a Request For Quotation for qualified vendors who are interested in supplying and installing two (2) High Pressure Iron Pumps. The evaluation committee is in the process of reviewing the two proposals which were received.
<i>RFQuot</i> 2010-03	Well Field Iron Pumps	The University of the Virgin Islands issued a Request For Quotation for qualified vendors who are interested in supplying and installing three (3) Well Field Iron Pumps. The evaluation committee is in the process of reviewing the only proposal received.

With respect to identifying expenditures that could be reduced without compromising the overall quality of operations, the following progress was made during the reporting period:

- The Human Resources department in collaboration with the Information & Technology Services component is working on the implementation of the Self-

Service Web Time Entry project. This project, which is projected to be launched by September 30, 2010, would allow employees' time and attendance information to be submitted electronically into the payroll system.

- The St. Croix campus Health Services Center initiated an agreement with New Jersey Labs, Department of Health STD/HIV Clinic, and TB Clinic targeting students at risk at UVI by providing a Urine Chlamydia/Gonorrhea Test. The collaboration provides low cost testing, education, treatment, and contact tracing services at UVI. These services are now extended by the Health Services Center at \$14 per test, compared with \$75 for results completed at local labs.

With respect to identifying entities or operations that have the potential for increasing profits or becoming profitable and developing strategies to achieve such profitability, the following progress was made during the reporting period:

- In February and April 2010, with the assistance and direct involvement of President Hall, the Dean and the Department Chairs of the School of Business held two meetings with key leaders in the hospitality industry. The meetings secured their support for and commitment to the proposed four-year degree in Resort and Restaurant Management (RRM). These meetings constituted the next stage of the initiative begun in fall 2009 and placed the proposal for the four year degree on a firmer foundation. The commitment of the key hospitality partners to provide tangible support in the form of internships and opportunities for employment will boost enrollments and thus enhance additional sources of tuition revenue.
- With the approval of President Hall, the Interim Dean of the School of Business initiated discussions with highly placed officials in an eastern Caribbean state to



extend UVI and the School of Business' footprint in Resort and Restaurant Management and other areas. The discussions were productive and it is anticipated that there will be students from this jurisdiction taking advantage of the program, which, once in place will increase the number of students and by extension tuition revenues.

- A Distance Education Grant (DEG) application was completed by Information & Technology Services March 16, 2010, in partnership with the Resident Instruction grants program for Insular Areas (RIIA) through the USDA Food and Agriculture initiative. This grant will provide funding for a portion of one ITS position to support distance learning initiatives out of the Center for Excellence in Teaching & Learning.
- A preliminary grant application for funding from the National Network of Libraries of Medicine/Southeastern Atlantic (NN/LM/SE/A) region to support health services literacy was submitted by ITS on April 30, 2010. The \$30,000 grant will provide funding for one ITS part-time staff position.
- The Odyssey meal plan software in use on the St. Thomas campus is being planned for installation on the St. Croix campus. Use of this software will ensure students are billed appropriately based on their meal plan. It will also allow for faculty, staff and students without meal plans to add monies to their ID card to spend in the cafeterias.

## Management Value VI: Performance Assessment

At the core of this management value is the commitment to regularly evaluate and assess individual and unit performance based on articulated goals and objectives and that a system of rewards is established. To that end, during the reporting period, the University sought to improve the way in which programs and services were delivered by: developing comprehensive methods for evaluating personnel; conducting performance assessments of all personnel; developing processes for evaluating units and programs; identifying and implementing non-monetary reward systems; and developing processes for linking performance to the Seven Management Values and VISION 2012.

With respect to developing comprehensive methods for evaluating personnel, the following progress was made during the reporting period:

- The Resident Hall Supervisor developed an end-of-the semester evaluation form for resident assistants and staff in the department. The process includes a self-evaluation, supervisor evaluation, and a joint discussion of the evaluations.

With respect to conducting performance assessments of all personnel, the following progress was made during the reporting period:

- All Research and Public Service personnel participated in mid-year performance reviews during March to assess progress being made with their performance objectives and to modify performance objectives if appropriate.
- Full-time faculty (excluding full professors) in the School of Business, were reviewed by their respective Chairs (or their designees) according to the guidelines

of the Faculty Policy Manual. The information collected from this evaluation provides important formative feedback to faculty and is an important aspect of the annual evaluation that the School conducts for contract renewal, promotion or tenure.

- All Institutional Advancement personnel participated in mid-year performance reviews during March to assess progress being made with their performance objectives and to modify performance objectives if appropriate.
- Six month performance evaluations for each ITS employee for FY2010 were completed.

With respect to developing processes for evaluating units and programs, the following progress was made during the reporting period:

- The School of Business compiled and administered its own assessment instruments to graduating seniors, and alumni. The questionnaires aim at collecting feedback on our constituents' perception of the quality of education they received from the School of Business, how well they think that education prepared them for employment and whether they would act as convincing ambassadors for UVI programs. The questions have a quantitative component, and through FormDesk, questionnaire analysis software, the information was analyzed and used to improve and strive for excellence.
- Drafts of program reviews for Communication and Music degree programs have been submitted by Faculty in the College of Liberal Arts and Social Sciences.

- The School of Business continued to collect assessment data through the administration of major field tests (MTF) from the Educational Testing Service (ETS) to accounting, business and MBA students. The assessment data is important for the School to gauge how well students fare on standardized tests of knowledge, application and analytical skills in comparison with their peers. Depending on their performance, the School can close the loop by making adjustments to syllabi, pedagogy or curriculum.
- In Spring Semester 2010, the School of Business used the Business Simulation Game to assess the performance of seniors in their capstone course, Bus 436. The Business Simulation Game (BSG) is a highly complex business strategy activity covering hundreds of variables and provides hands-on exercise in strategic thinking in a real life business environment. Over 12,000 students from over 400 national and international universities participated. Participating for the first time in fall 2009, three groups of UVI students placed in the top 100 performers. This spring, participating for the second time, one group of our students performed so well that they were invited to participate in the international round which is a signal honor reserved only for the very best performers.
- In addition to the MFT, another external assessment of student achievement and signal of the quality of programs that the School provides was the Silver Medal award won by a group of students in the Advertising and Promotion course. Acting on the counsel of their professor, students submitted a class project as an entry in competition for the Awards and placed high enough to receive the silver medal. The award is validation of the internal assessment of quality made by faculty.

## **Management Value VII: Emotional and Spiritual Health**

At the core of this management value is a commitment to nurture the emotional and spiritual well-being of all UVI personnel. To that end, during the reporting period, the University sought to improve the way in which programs and services were delivered by: convening training sessions or workshops on multiple intelligences as related to critical aspects of work across the University; developing systematic processes that allow administrative personnel to be more sensitive to the emotional and spiritual needs of personnel; and articulating approaches to effectively cope with work-related stress.

With respect to developing systematic processes that allow administrative personnel to be more sensitive to emotional and spiritual needs of personnel, the following progress was made during the reporting period:

- The 2010 Employee Service Awards Programs, coordinated by the Human Resources Department, were held on the St. Croix and St. Thomas campuses on April 13<sup>th</sup> and 16<sup>th</sup>, respectively. Approximately 380 employees and well-wishers attended the programs, at which about 87 employees were recognized for their dedicated service to the University.
- The 5<sup>th</sup> Annual Physical Plant and Security Appreciation Day luncheon was held on Thursday, February 11, 2010 at the Pavilion on the St. Croix Campus for the 33 employees in both units. The pot-luck luncheon was provided by employees on the campus as they expressed their appreciation and gratitude.

- Four (4) of the six (6) members of the Enterprise Data & User Services staff of the Information & Technology Services component attended the annual Sungard Summit conference, held for Banner users. Staff was able to learn about Banner and related third party tools while networking and socializing with other Banner users.
- ITS-STX staff professional development team-building activity and pot-luck lunch was held during spring break, on Friday March 12, 2010. Staff identified options for improving communication and addressing conflicts which may arise. A hike to Caledonia Springs was held April 30, 2010.
- In direct efforts to promote emotional and spiritual health, monthly team building activities for the St. Thomas library and student technology staff have included:
  - build a salad (each member of the team brings an ingredient to add to the salad; manager and supervisors are responsible for salad greens, dressings, drinks, and desert;
  - monthly team building meetings (each meeting focuses on one of the *Five Dysfunctions of a Team*)
  - Most recently the component engaged in a Biggest Loser challenge (the component has 4 teams of five each). There is evidence to suggest that staff are eating healthier meals and exercising together which has the area feeling light, upbeat, and is even supported by the non-participants. With the sharing of common goal – *Team building occurs and everybody wins!*

With respect to articulating approaches to effectively cope with work-related stress, the following progress was made during the reporting period:

- On February 12, 2010 the staff of the Accounting and Purchasing Departments attended a retreat on the island of St. Croix; that included the opportunity to provide Banner training to the St. Croix personnel. The retreat, which the employees welcomed, included sessions on wellness, stress management, exercise and healthy living.
- A Wellness Center is being constructed on the St. Thomas campus to provide, in part, an avenue through which employees can address work-related stress. As of April 30, 2010 the building was approximately 95% complete. Progress to date includes completion of the roofing system, installation of all windows and exterior doors, building backfill and site rough grading, completion of exterior walkway and retaining walls, interior wall framing, electrical and plumbing finish, ceramic wall and floor tiles, and drywall hang and finish. Inspection required for a building Certificate of Occupancy is being coordinated by GEC, LLC and is scheduled for the month of May 2010. Occupancy and opening of the facility for use will be based upon the arrival of fitness equipment, training of staff, development and implementation of an operation plan.
- The University received funding from the Government of the Virgin Islands for the construction of a restroom/shower facility to serve the users of John Brewers Bay Beach. UVI is in the process of selecting a general contractor to build the facility through a competitive Request for Proposal process. The schedule calls for the proposals to be received by May 19, 2010. The University and architect, the DeJongh Group, met with the Coastal Zone Management (CZM) staff to discuss the application process for the required CZM permit. The CZM permit application

was submitted on May 7, 2010 and is currently under review. Based on the projected CZM approval process, projected to be 4 to 6 months, it is anticipated that the construction would commence in October or November 2010.

- ITS is offering Zumba fitness classes to all ITS employees to promote emotional and physical health. Zumba fitness classes will begin April 27<sup>th</sup> for 10 weeks on St. Thomas and will be implemented on the St. Croix campus shortly.