

**UVI Senate Meeting Minutes**  
**ACC 142A (STT) and EVC 807 (STX)**  
**Friday, November 15, 2013**

**MEMBERS PRESENT**

David Hall	Shirley Lake-King
Nancy Morgan	Haldane Davies
Camille McKayle	Tina Koopmans
Maria Fleming	Dayle Barry
Frank Mills	Patricia Harkins-Pierre
Kevin Dixon	E. Aracelis Francis

**MEMBERS ABSENT/EXCUSED**

Cherie Wheatley	Leslyn Tonge
Dionne Jackson	Kimberlee Smith
Nicole Gibbs	Raquel Santiago-Silver
Joshua Edwards	Bernard Castillo

**OTHERS PRESENT**

Dannica Thomas

**CALL TO ORDER**

Senator Morgan called the meeting of the Senate to order at 1:17 pm on Friday, November 15, 2013.

**ROLL CALL**

A quorum was established.

**APPROVAL OF MINUTES**

October 11, 2013 will be sent to all Senators via email for electronic approval.

**CHAIR REMARKS**

Chair Morgan emphasized the importance of providing brief reports as the agenda was lengthy.

**REPORTS**

**Board of Trustees Report – Senator Hall**

The Board of Trustees meeting held on October 26, 2013 was successful. The Board approved the recommendation to not increase tuition for the upcoming year. Also, the Board approved the proposal to change the KPIs format, in which the KPIs will be consistent with the strategic plan. The Website Re-design Committee received a presidential award for their excellent work for re-designing UVI's website.

The Board presented recognition plaques to Institutional Advancement, Alumni Affairs and the Alumni Association.

The Board also attended the opening of the new home for the College of Science and Mathematics in the RT Park prior to the Board meeting. The RT Park building is fantastic. Senator Hall thanked Nerieda Washington on the Albert A. Sheen campus for her leadership on this project.

### **Holiday Galas – Senator Hall**

The St. Croix holiday gala will be held on December 7<sup>th</sup> and December 15<sup>th</sup> on St. Thomas. The Committees have worked very hard. The University community was encouraged to attend. UVI employees will receive complimentary tickets, while guests will pay a minimal fee.

### **Special Guests and Lectures – Senator Hall**

UVI kicked off Entrepreneurship Series and 13D donor, Mr. Kiril Sokoloff, will provide the keynote address on December 6, 2013. More details will be shared with the University community at a later time.

Dr. Harry of England provided a special presentation on the creation of genetically engineered mosquitos that will eradicate mosquitos infected with dengue fever. This will minimize the spreading of dengue fever. UVI is exploring the possibility of developing an in-house research program with the Department of Health.

### **Community Initiatives – Senator Hall**

The Anti-Violence and Peace initiative program has a part time director, project coordinator, Mr. William Curtis. He is working with the police department to collect better data. The program has a committee that meets on a regular basis. The Committee is working with other organizations to develop strategies to deter violence. President Hall will present at the Legislature on Monday, November 18<sup>th</sup> on UVI's Anti-Violence and Peace, Man Up, and Junior University initiatives and other programs that relate to anti-violence. The Man Up event is tentatively scheduled for early February; however, the keynote speaker was not yet confirmed.

### **MOU Visits – Senator Hall**

UVI built a campaign to enter into MOUs with several Eastern Caribbean governments, in which they will provide students and support to UVI, and UVI in return will offer their students reduced tuition rates. For Fall 2013, UVI has accommodated students from Anguilla and St. Maarten. Antigua is expected to sign a MOU in the near future; however, it wasn't confirmed at the time of the meeting.

### **Search Committees Updates – Senator Hall**

There were 3 finalists for the Director of Public Relations position. Vice President Jackson is in the process of developing a report and recommendation to the President.

There were 4 finalists for the Chief of Staff position; however, one withdrew. On campus interviews will be scheduled in the upcoming months.

The Dean of Students position on St. Croix received over 50 applicants. The finalists will be forthcoming.

Dr. Eustace Esdaille will return to faculty; hence, Provost McKayle will convene a search for the director for Center for Student Success. Provost McKayle will appoint an interim Director by the Spring 2014 semester.

Ms. Tina Koopmans, Chair of the Human Resources director search committee, will begin the search process during the week of November 18<sup>th</sup>.

The Chief of Security search committee is in the early stage. Chair LilyMae Durante has committed to quickly move the search forward.

### **President for a Day – Senator Hall**

For Fall 2013, the President for a Day took place on the Albert A. Sheen campus. President Hall stayed in the dorms for two nights, in which he attended one class and study group, respectively. He also attended midnight madness. He was fully embraced by the Vice President for the Student Government Association (SGA), resident assistants and students. President Hall enjoyed the experience on St. Croix. Overall, the President for a Day, Sheena Tonge did a good job. Sheena Tonge is a student from the Albert A. Sheen campus.

A debriefing about both experiences will be scheduled at a later date. Videos are being created and will be shared with the University community after the debriefing. Kevin Dixon provided an overview of the President for a Day.

### **WoW Campaign Proposal – Senator Hall**

Provost McKayle and Tina Koopmans drafted a WoW campaign proposal, which included contracting with an external training entity to train the trainer, staff, faculty and students. The customer service initiatives will be integrated into employees' performance objectives and performance. A draft of the proposal was sent to SGA and the staff council to solicit feedback. Faculty has provided feedback that will be incorporated into the proposal. Signage was discussed and will be revisited. Senators will receive the final proposal with all feedback received at a later time, when available. Senator McKayle will share more information with Senators at the next meeting, if available.

### **P16 – Senator McKayle**

A revised structure recommendation was made by Commissioner Terry to create a higher level model to solicit more participation. P16 has representatives from the Department of Education, the University of the Virgin Islands, Pre-K and other education initiative programs. Also, members from the Board of Education and Legislature participated.

5 focus areas were included in the model.

VISION:

VI P-16 Collaborative: A model partnership for achieving excellence in education.

MISSION [revised 11/8/2013]:

The mission of the Virgin Islands P-16 Collaborative is to bring together preschool through high school, university, and community organizations to research, promote and facilitate policies, practices and programs that strengthen the education of Virgin Islanders.

### **NCATE – Senator McKayle**

NCATE is an accreditation entity that certifies education programs. NCATE will visit during the week of November 18<sup>th</sup>. The College of Liberal Arts and College of Science and Mathematics were invited to participate in the sessions. Provost McKayle thanked all involved. Provost McKayle also thanked Access and Enrollment services for insuring that rooms were available to accommodate the team. The School of Education did an excellent job. Faculty and staff were invited to a meeting with the NCATE team on Tuesday, November 19<sup>th</sup> at 11am. The meeting will take place in EVC 401 on the Albert A. Sheen campus and ACC first floor conference room on St. Thomas. Provost McKayle will send an announcement to faculty and staff.

### **Commencement – Senator McKayle**

UVI's commencement policy currently states that students who have completed all of the requirements for their degree can participate in the graduation ceremony. The Provost office received requests in the past from ineligible students to participate in the respective ceremonies. Students will complete their degree(s) requirements thereafter. The requests are evaluated on a case by case basis and decisions are made accordingly. The Faculty Executive Committee (FEC) is charged with the responsibility to research other schools and make a policy recommendation. Chair Morgan confirmed that the recommendation will be forthcoming.

### **UVINext Task Force – Senator Davies**

October 28, G-SEE Consulting and UVI have embarked on UVINext Academic Programs and Administrative Services Transformation Projects. The task forces to lead these projects were finalized. They will conduct their responsibilities in a professional, trustworthy, respectful, and objective manner. G-SEE Consultants will be on campus for 4 days to speak different individuals.

The appropriate reports will be submitted through the shared governance process by mid-March to provide constituency groups with adequate time to review.

### **Economic Impact Analysis – Senator Davies**

Appleseed Inc. of New York will conduct an economic study of UVI through Institutional Research. Some information was recorded thus far; however, some information was missing. Dr. Davies sent a request to several individuals to submit outstanding information.

Two consultants from Appleseed will be conducting interviews, November 19-21, beginning at 3:30pm. They will also speak to other persons in the community.

### **UVI to Host International Colloquium on Black Males – Senator Hall**

UVI hosted the second annual International Colloquium on Black Males, October 24-25. There were 75 researchers, to include black males and females. The reception took place at the Frenchman's Reef hotel. Provost McKayle provided welcoming remarks on behalf of the University. President Hall provided the keynote address, while Congresswoman presented the challenges males experience in the USVI. There were other presentations from other universities across the country. Manuscripts will be available to UVI library and the Caribbean Cultural Center at a later time. Chair Morgan asked Senator Davies to share the upcoming colloquium information in advance to ensure that travel arrangements are made in a timely manner for those interested.

### **Certified Managers Program – President Hall**

The University is working with the Institute for Leadership and Organizational Effective to present the Certified Managers Program. This is a national program in collaboration with the Office of the Governor and the Division of Personnel. The program started in July 2013 and is expected to have its first graduating classes in August 2014. 96 percent of the presentations will be made by UVI faculty and staff. The group remains enthusiastic. They meet 3 days a month, 9am to 4pm. They must present essays, individual and group projects. The program is managed by a Board, to include President David Hall, Commissioner Albert Bryan, and Personnel Director, Kenneth Hermon. The program will be repeated after the current program is completed. Other people from locations outside of the USVI have expressed interest.

A letter was sent to the consortium board to grant special permission for accreditation each year, prior to the regular annual meeting that is usually held in September/October each year; the letter was accepted. The program has to be active and on-going prior to being accredited. The program must be accredited prior to the distribution of certificates in August 2014. The institute is currently making preparations to become accredited by July 2014, in time for the graduation in August 2014.

### **Ethics Workshop – Senator Davies**

Through the Center for Spirituality and Professionalism, workshops on Ethics and professionalism were offered on the St. Thomas and St. Croix campuses, in which they received favorable feedback. Chair Morgan also added favorable sentiments. UVI was asked to present similar training to various agencies at a cost. Ethics professionals will facilitate additional Ethics and Professionalism workshops on November 20<sup>th</sup> on the Albert Sheen campus and November 21<sup>st</sup> on the St. Thomas campus. \$75 is the registration fee. More than 100 persons have registered, with 60 on St. Thomas and 50 plus on St. Croix. The number continues to rise.

There will be a two-day mediation session in January. The first day will be a lectured session, while the second day will provide practical exercises at \$150 per person. Public and private agencies requested such training.

### **360 Degree Evaluations – Senator Davies**

Provost McKayle asked faculty to use a tool, not the 360 degree evaluation, and provide feedback. A recommendation will be made in the near future.

Senator Barry indicated that in 2012, middle managers were asked to voluntarily participate in the 360 degree evaluation trial process; he inquired if the process will continue. Senator Hall indicated that the evaluations were sent to middle-managers to conduct a preliminary feasibility study. All middle managers will be presented with another opportunity to participate in the 360 degree evaluation process. The tool will be better aligned with UVI's current evaluation tool. If favorable, a recommendation will be made to Cabinet to implement the 360 degree evaluation for all middle-managers.

#### **NEW BUSINESS**

Senator Barry's made a recommendation to post Senate agendas, minutes, annual schedule and other relevant information on UVI shared governance web page. Senator Barry will assume the responsibilities for the Senate's web page(s).

Senator Barry also indicated that the club on the western side of John Brewers Bay was ruined by hurricane Marilyn and should be explored for revenue generating opportunities.

#### **NEXT MEETING**

The next Senate meeting will be scheduled in January 2014 upon return from the Holiday Recess.

#### **ADJOURNMENT**

Senator Barry made a motion to adjourn the meeting. Senator Harkins-Pierre seconded the motion. The motion carried unanimously and was approved. Chair Morgan adjourned the meeting at 2:55pm.