



University of the Virgin Islands Senate
Meeting Minutes
September 17, 2010

CALL TO ORDER

Meeting was called to order by Chair Ardrina Scott-Elliott at 1:12 p.m.

ROLL CALL by Astrid Carmona

Present: Senator Ardrina Scott-Elliott, Senator Gillian Royes, Senator Nancy Morgan, Senator Hosana Solomon, Senator Nanyamka Farrelly, Senator Raquel Santiago-Silver, Senator Maria Fleming, Senator David Hall, Senator Henry Smith, Senator Karl Wright, Senator Claude Steele, Senator Dionne Jackson, Senator Judith Edwin, Senator Noreen Michael, Senator Vincent Samuel, Senator Alexander Randall, Senator Haldane Davies

Absent: Senator St. Clair Hodge, Senator Daniella Henry, Senator Diane Piper, Senator Tina Koopmans

Installation of New Senators by Senator Hall

The following persons were installed:

Cabinet Members: Senator Karl Wright, Senator Claude Steele, Senator Dionne Jackson

New Senator: Senator Gillian Royes

Election of a Vice Chair

Senator Santiago-Silver nominated Senator Morgan to serve as Vice Chair of the UVI Senate. The motion was seconded by Senator Royes.

A motion to close the floor for nominations was made by Senator Randall. The second to the motion was provided by Senator Farrelly.

There was unanimous support to the motion in support of naming Senator Morgan as Vice Chair of the UVI Senate.

Remarks by Senator Wright

*Senator Wright presented a document entitled **Provost's Academic Goals for 2010-2011**. Highlights of his goals follow.*

- Promote the urgency of an institution-wide commitment to student retention;
- Launch a program review of the general education curriculum;
- Infuse assessment of student learning outcomes throughout the curriculum;
- Encourage interdisciplinary collaboration to optimize the university's academic assets;
- Revitalize the Honors Program as a Center of Excellence;
- Finalize procedures to integrate the land-grant, research faculty, and public service functions into the academic main stream;
- Complete revision of the Faculty Policy Manual;
- Explore the addition of new majors and minors to the academic portfolio;
- Market and promote the graduate programs;
- Develop strategies to boost faculty scholarships and the institution's intellectual environment;
- Support program accreditation activities in the Schools of Nursing, Education and Business, and;
- Explore collaborative partnerships with entities in the Territory and beyond.

Presentation of Minutes for the May 14, 2010 UVI Senate Meeting

Motion was made to accept the minutes by Senator Morgan. A second to the motion was provided by Senator Solomon. The motion was unanimously approved with the following correction.

-on Page 5, Bullet F – was revised to reflect *Vice President for Institutional Advancement*

Matters Arising from the Minutes

UVI Consultancy & Business Interest Policy

Senator Farrelly stated revisions recommended by the adhoc committee charged with further review of the document:

- Summary – What is the UVI Consultancy and Business Interest Policy?
 - The following was added: (the times when University personnel are reasonably *“expected to be engaged in University”* work.
- What are the Benefits to University Personnel
 - The word *“wider”* was added before Caribbean region.
- What are the Types of Consultancies Allowed Under this Policy?
 - The following was added to the last bullet: *“the consultancy should not compromise the integrity of work responsibilities in which UVI personnel is involved.”*
- Types of Consultancies Permitted
 - The following was added to 3.1, last bullet: *“University personnel should be given the first right of refusal.”*
- Transitional Arrangements
 - In 5.3, *\$1,000 was change to \$2,000.*

A motion to approve the UVI Consultancy & Business Interest Policy was made by Senator Randall; Senator Solomon seconded the motion. The motion was unanimously approved.

The Policy as amended and approved by the UVI Senate and will be forwarded to the President’s Office.

Academic Calendar for 2010-2012 by Senator Edwin

Senator Edwin reported that all changes and concerns expressed during the May 14, 2010 senate meeting had been addressed and reflect accordingly in the 2010-11 catalog.

Senator Scott-Elliott noted that the catalog does not reflect the dates for the EPE and CLE, as was initially requested by Senator Morgan.

Senator Edwin indicated that an addendum will be added on the UVI website. In addition, updated information will be circulated and provided in the Admissions/Registration offices and on the academic calendar.

Institutional Effectiveness Structure by Senator Hall

Senator Hall reported that the Institutional Effectiveness Structure was put in place over the summer. The Structure requires an Advisory Council which will govern the way UVI does assessment and illustrates standpoints from student standpoint outcomes. Recruitment of additional members for that body is forthcoming. The following persons have been identified as the core members of the Council:

Chair: Dr. David Hall, Co-Chairs: Dr. Karl Wright and Robert Stolz, Faculty Chair

Chair of Executive Director (Assessment) – Dr. Haldane Davies

Student Outcomes – Dr. Lonnie Hudspeth

VACANT – Director of Institutional Research & Planning

- Responsible for developing timelines to make sure that the requirements for the periodic review from Middle States June of 2012 are met.
- Dr. Davies has submitted a timeline that has been approved. This document will be presented at a later date so the UVI Senate is aware of the timeframe for achieving UVI requirements for reaccreditation.

Through the Advisory Council, the present strategic plan will be analyzed and the preparation and creation for a new strategic plan will begin. The Advisory Council will have a training session in which a consultant will identify best practices for the development of a strategic plan. This session will include members of the UVI Senate and other constituent groups as well as persons who have something to add to this process.

Awarding of Honorary Degrees

Senator Hall reported that the proposal was approved by the UVI Board and is in the process of being implemented. A request for nominees has been sent out to the campus community. The various constituency groups have been asked to recommend individuals to be a representative on the committee for Awarding Honorary Degrees. This committee will be responsible for making a recommendation to the president.

AGENDA ITEMS

Presidential Goals for 2010-2011

- Senator Hall presented Institutional Goals (Document)
- Goal #2 – Senator stated that on St. Croix TPAC needs a representative. Senator Hall stated that the St. Croix Advisory will be seeking nominees from the various constituency groups, which will begin this year.

Report on Leadership Retreat

Goal: Further develop our notion of shared governance

Enrollment Update

Senator Edwin: There are 2,888 students who are registered. Of these, 2,601 students have paid or made appropriate payment arrangements.

New Freshmen count on both campuses are 442 students (200, St. Croix & 242, St. Thomas).

New transfers on St. Thomas are 63 and St. Croix is 34 (Total: 97).

Early Admissions students on St. Croix are 2 and St. Thomas is 1 (Total: 3)

Also, noted were 11 valedictorians and salutatorians on both campuses.

Senator Hall: There was a rise in males at 31% in the freshman class. Also, there was a down side in the retention rate for males.

UVI Budget Committee Report by Haldane Davies

Haldane Davies:

Phase 1: The University's Budget Committee recommended a balance budget to the President for fiscal year 2010-2011. It was approved in January, 2010.

Phase 2: Review of the existing budgetary practices at the University. The committee was as to look back at the three (3) fiscal years and how the budgeting was allocated. The committee was asked to look into zero budgeting and other forms of budgeting at UVI and to recommend ways to save and make money in the future. During this process, Larry Goldstein will be assisting the committee with budgetary best practices and various types of approaches to budgeting that may work for UVI.

Proposal for Tuition Increase by Senator Hall

Senator Hall and Shirley Lake-King have prepared the following request that will be presented to the UVI Board of Trustees:

- Year by year request for budget increases, as needed
- Increases in the Federal Pell Grant should absorb the majority of change in cost.
- Proposal for a 6% increase starting Fall 2011 (\$4,456 with increase)
- Reasons: cost of running UVI (fixed cost are increasing, insurance, utilities and materials)

This is consistent with information gathered through study of trends at public institutions.

Cost of attendance (room and board) will be addressed under separate cover at a later date.

Other Matters

Next UVI Senate meeting is scheduled for Friday, October 15, 2010.

Meeting adjourned at 3:00 p.m.

Respectfully Submitted by:

Astrid M. Carmona