



**NEW YORK UNIVERSITY
ADMINISTRATIVE MANAGEMENT COUNCIL**

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DATE: January 11, 2006

TO: Senate Financial Affairs Committee

FROM: Administrative Management Council

RE: Recommendations for the 2006-07 Academic Year

The Administrative Management Council (AMC) shares the vision of the University Administration in achieving its academic and research goals and is confident that the University Administration recognizes the importance of the administrative and professional staff contributions that enable achieving those goals. Compensation, benefits, tuition remission, professional development, and job security are key concerns to the AMC and its constituents.

To this end, and on behalf of the administrators and professional staff of New York University, we make the following recommendations for the 2006-07 academic year:

Compensation

1. Establish an increase of a minimum of four percent (4%) for salary compensation through the University Annual Merit Increase (AMI) pool.
2. Charge units to provide a written explanation to administrators whose annual merit increase falls below one half of the announced AMI.
3. Set aside a supplemental salary pool with the specific intent to enable units to bring outstanding employees with more than five years of service closer to the midpoint of their grade level, with particular emphasis on those employees who are at the lowest end of either the grade range or the salary range for their grade level.

Compensation is the number one priority for the AMC constituents, and we believe that is imperative to address compensation in a meaningful way as an important investment in academic excellence. The cost of living in the New York metropolitan area continues to be among the highest in the country and increases in state and local taxes, housing, health care, fuel, dependent care and commutation expenses adversely impact our constituency.

Benefits

A. Professional Development

1. Extend Special Student status for tuition remission purposes according to the criteria used by the individual schools and departments to allow non-matriculated students to register.
2. Waive all fees for administrators pursuing degrees at New York University.
3. Establish a minimum number, for example two, of days of release time for administrators to pursue professional development to either attend a degree related class or to attend professional conferences, workshops, etc.
4. Set up Tuition Remission tax information workshops and web tools to inform administrators about how to estimate the tax on graduate Tuition Remission.
5. Have President Sexton set professional development for administrators as a high priority for the university and disseminate that goal to all of the schools/units. Additionally each school/unit could be asked to publicize its internal professional development agenda.
6. Allocate funds to establish and maintain a University-wide professional development fund that administrators could apply to for funding of an approved activity such as to attend a professional conference, subscribe to professional journal, or pay for membership in a professional organization, etc. Additionally, ask that the University Administration encourage each school and administrative unit set up an internal fund for the same purposes.

B. Wellness Initiatives

1. Waive membership fees at University athletic facilities (Coles, Palladium).
2. Waive or reduce fees for classes at University athletic facilities (Coles, Palladium).
3. Include external fitness facility membership discount or reimbursement as a covered service in ALL health plans offered by NYU.

Employee fitness and wellness are essential to the continuity of overall well being and uninterrupted productivity, and may contribute positively to the containment of escalating health care costs. The above steps would be the first initiatives of a multi-layered effort for the Employee Total Wellness Program.