MINUTES FROM THE AMC YEAR-END MEETING
Thursday, May 8th, 2014

The meeting was called to order at 12:20 p.m.

APPROVAL OF THE MINUTES

The minutes from the last meeting were provided in advance with the agenda; reading of the minutes was waived. The minutes from the April 2014 meeting were approved.

OPENING REMARKS

David Vogelsang, AMC Chair, welcomed all the representatives and guests to this year’s year-end luncheon. He recognized the members of the AMC Executive Committee and AMC Senators. He thanked the members of the Committee, the Senators and the representatives for their good work over the course of this productive year and over his two years as Chair.

The Chair introduced the incoming AMC Officers. The new officers are: Chair, David Vintinner (from the Faculty of Arts and Science); Vice Chair, Melissa Lucas-Ludwig (Steinhardt); Secretary, Carol Hollingsworth (FAS); and re-elected Treasurer, Andrea Fannelli (Steinhardt).

The Council presented David with a gavel and plaque in appreciation of his two years of service as Chair and for all his contributions to the AMC over the years.

SENATE REPORT

The Senators reported on the decision to create a constituent council for full-time, non-tenure track, contract faculty members. To accommodate the new faculty council in the Senate, the Senate will be increased and the proportions adjusted for each group.

COMMITTEE REPORTS

Benefits, David Vintinner (amc-benefits-group@nyu.edu)

- The Benefits Committee met on Wednesday, April 23.
- The charge to the Benefits Working Group was discussed and later finalized as follows: The Health Care Working Group – to be created by vote at the May 2014 meeting of the Administrative Management Council, and made up of AMC representative volunteers – has been formed to gather information around the impact of the Affordable Care Act on the university community and to recommend policy or programmatic changes to university leadership that will best advance New York University’s mission. The Working Group will also take up the task of soliciting meaningful input from our community, and of making available educational materials to the community as needed about the implications of both the Act and potential institutional responses. The charge to the Working Group includes:
  - Quantify the cost of the ACA penalty for employers not offering affordable coverage against the costs and benefits of employer-administered health care
coverage to both NYU and its employees.

- Quantify the annual cost of employee and retiree health care programs, and collect projections regarding how these costs are expected to change.
- Articulate the reasons for and against NYU continuing as a self-insured institution with respect to employee health care, and comment on the optimal allocation of costs between NYU and its employees.
- Quantify the impact of the ACA on NYU’s existing employee retirement coverage programs.
- Explore the costs and benefits of the ACA wellness plan option, effective July 1, 2014, that enables NYU to offer employee rewards for wellness program participation.
- Quantify the expected cost of the Tax on High-Cost Insurance scheduled to come into effect on January 1, 2018.
- Consider modifications to NYU’s existing health insurance coverage programs that would benefit both the university and its employees, and propose a schedule for the adoption of these modifications.
- Make recommendations about the ideal positioning within the university budget of the health insurance benefit, with respect to compensation and other employee benefits, and the retention of quality faculty and administrators who are dedicated to the university’s mission.

- The Working Group will be supported by the Administrative Management Council, which will maintain a website with regular reports and documents under review. The group will solicit participation and comment from other sectors of the university, including the constituent Councils of the University Senate. A final report to be delivered in May 2015 will be expected first to reflect the consensus of the working group and second to express any dissenting voices from within the University community.

The committee will be chaired by Nadia Cureton, Sr. Assoc Director, Faculty Affairs, Stern. Other committee members are:

- Jonathan Biondi, Associate Director, Office of the Vice Dean, Law School
- Jacqueline A Crowe, HR Manager, Libraries
- Matthew Gee, Associate Director, Information Technology, Stern
- Ninette Gironella, Assistant Registrar for Graduation Services
- Christine Jensch, Program Administrator, Expository Writing Program, A&S
- Melissa Lucas-Ludwig, Administrative Director,
- Media, Culture, Communication, Steinhardt
- Krista Minter-Baysal, Manager, Lawyering Program, Law School
- Erica Rothstein, Academic Advisor, SCPS
- Anne Stubing, Asst. Director, CV Starr Center for Applied Economics, A&S
- Nick Voelker, Administrator of Student Activities, Liberal Studies, A&S

- The following issues remain delegated by the committee to its Chair and AMC Chair for their meetings with VP for Human Resources Andrew Gordon and Senior Director for Global Compensation and Benefits (and AMC colleague) Ann Kraus.
  - Paragraph A of the SFC letter (on calculating the costs of possible benefits tier level changes).
  - Paragraph D of the SFC letter (on modifying the university policy prohibiting the use of vacation during FMLA time, on modifying family sick day administration)
    - Documentation of individual cases shows that family sick days appear to be replenished on the employee’s work anniversary, not September 1.
There appear to be strong incentives for administrators to avoid invoking FMLA during medical emergencies until vacation pay is depleted.

- Paragraph E of the SFC letter (on the status of family care benefits that are newly closed to administrators’ families)
  - The impression remains in the committee that faculty dependents are valued more highly than administrator dependents.
  - Paragraph F of the SFC letter (on modifying the university bonding leave policy in two-employee households).

- The Benefits committee is still exploring a proposal to issue student university ID cards to employees to augment their current ID cards. These cards would not be “swipable” and are intended only for recognition of student status for off campus events.

- Nadia Cureton agreed to lead the committee in developing a brief survey to administrators regarding benefits currently offered by the university, and whether they are used, unwanted, impractical, or undercommunicated.

- The benefits committee began to question the evolution of the counts and median salaries of AMC-level code 100 administrators versus senior level code 100 administrators over the past decade. The committee suggests this question be put to the President at the University Senate in the coming academic year.

Special Events, Julie Kaplan (amc-special-events@nyu.edu)

- The 2014 AMC Administrator’s Art Show will run from May 10 through June 15 in Kimmel Center’s Stovall Gallery on the 8th Floor. The exhibit’s creator and curator is, as always, the inimitable Scott Lewis. Open to all! Support your colleagues. The art is great, and so is the view!
- The next meeting of the AMC Book Club will be on Monday, June 2 at 12:30 in Bobst Library. The group is currently reading “When God Talks Back” by T.M. Luhrmann. Details can be found on the AMC website. Anyone who is interested in the book club should contact either Michael Hanrahan at michael.hanrahan@nyu.edu, or Eric Stedfeld at eric@nyu.edu.
- Please note that we encourage you to support our Book-and-a-Buck campaign by contributing at the May 8th Luncheon. You will be rewarded with an extra raffle ticket if you contribute, and you know how great our raffle is!

The Year in Review:

- We initiated the new AMC reps at a Welcome Breakfast on September 19, at North Square, to kick off their participation in the AMC.
- A winter storm knocked our AMC Winter Social off by a day, but we prevailed on January 23, enjoying a fine gathering in the lovely Greenberg Lounge.
- The Annual Town Hall Meeting with NYU President John Sexton, held on February 11, was filled to capacity, with the energy provided by the buzz of hot topics.
- The 26th Annual Retirees Luncheon on April 23 was a success -- the festive group filling the Torch Club’s Tap Room with hugs and conversation. The guests enjoyed the sounds of a jazz trio while chatting with old friends and dining on a delicious lunch.

As always
If you are interested in joining the Special Events Committee, or in pitching in during specific events, please contact me at julie.kaplan@nyu.edu

Nominations & Elections, Regina Drew and Anne Stubing (amc.elections@nyu.edu)
The Nominations & Elections Committee has two major responsibilities: to keep a database of
AMC constituents and to run the elections in the spring. Here is a short recap of our activities this year.

- As announced earlier, we are creating Lyris Listserves for each school or unit so that AMC reps can communicate with their constituents. We are resolving the last technological issues and will notify all the reps and alternates when the lists are ready to be used.
- In December, a special election was held to enable the Polytechnic School of Engineering to elect their inaugural group of AMC representatives and alternate representatives. Those new reps and alternates were in place by the time Poly officially joined NYU as a school on January 1.
- In March, representative elections were held for half of our schools and units. In total, thirteen different schools and units elected about 120 new representatives and alternates for the 2014-2016 term.
- In April, elections were held for new AMC officers for 2014-15.

Senator Elections

The final cycle of elections is for Senators. As referenced earlier, the composition of the University Senate will likely change this Fall. The main purpose of the change is to allow for the Non-Tenure Track and Contract Faculty, who are being newly established as a council, to be included on the Senate for the first time. In this reshuffling and, the AMC will get one additional Senate seat. This proposal will be voted on by the Board of Trustees in June. Assuming that the proposal is passed, the AMC will need to elect 3 Senators and 7 Alternate Senators for the 2014-2016 term.

[UPDATE: the Senate expansion proposal was approved by the Board of Trustees on June 11. The AMC will gain an additional Senator seat, plus two additional Alternate Senator seats.]

As required by our bylaws, all candidates for Senator must deliver a short statement, either in person or by proxy, at the year-end meeting. The eight candidates are:

- Tatiana Bryant (Division of Libraries)
- John DeSantis (FAS)
- Regina Drew (University Relations and Public Affairs)
- William Fry (ITS)
- Daniel Holub (FAS)
- Justine Kelly-Fierro (Steinhardt)
- Carrie Meconis (Tisch)
- Stephanie Pryor (Division of Student Affairs)

Bylaws, Levon West (amc-bylaws-group@nyu.edu)

No Report

Communications, Andrew Yanni (amc-communications-group@nyu.edu)

No Report

Community Service, Barbara Albrecht & Ida Longarino (amc-community-service-group@nyu.edu)

The Chair noted that this committee is one of the most engaged groups in the AMC. It is this committee that makes the AMC stand apart from other Councils. The Community Service
Committee. gives us an opportunity to think about and become more involved in the broader community beyond NYU.

The Chair offered thanks to Andrea Fannelli, AMC Treasurer, and Liam Fry, AMC Secretary, for their work this past year. A special “thank you” was extended to Liam as this year marks the end of his tenure as Secretary.

OLD BUSINESS

NEW BUSINESS

The Chair asked for new business from the floor. There was none.

David Vintinner, Vice Chair, presented the results of the “instant poll.” The following are the top five trending responses to the question, “What is it about your job that you love the most?”

1. “...my co-workers ...” - this reply was given by approx. 25% of the respondents
2. “...the students ...” - the replies ranged from “helping them into the University,” “helping them through the University,” “teaching them,” “making an impact on their lives.”
3. “...NYU community as a whole ...” - this included the neighborhood
4. the dynamic nature of NYU with replies noting “the endless variety of tasks,” “the new challenges,” “how our jobs keep changing,” “that sense of endless learning”
5. special events - planning, hosting, and participating

RAFFLE

The raffle was officiated by Julie Kaplan, chair of Special Events. Thank you to all our sponsors and donors!

The following prizes were awarded:

- Movie Tickets, provided by, provided by Kimmel Center
- Dinner for 2 at North Square Restaurant
- Lunch Cruise, provided by World Yacht
- iPod Nano, provided by NYU Computer Store
- Gym Membership, provided by NYU Coles Sports Center
- 1 Night Hotel Stay, provided by the Washington Square Hotel
- Ice Cream Sundae Party for 1-12, provided by Haagen-Dazs Shops
- Drinks for 2 at the Standard Café, provided by the Standard Hotel
- Book bags, provided by the Tisch School of the Performing Arts
- Gift Baskets provided by:
  - The Body Shop
  - Brazilia Café
  - Staples Advantage
  - Porto Rico Trading Company
  - NYU Dining for Starbucks
  - NYU Dining for Argo Tea
  - NYU Coles Sports Center
- Gift Certificate provided by …
  - New Era Cap Company, Inc.
  - Josie Woods Pub
○ Apple Restaurant
○ Shakespeare and Co. Booksellers
○ Pizza Mercato
○ West 3rd Common
○ Think Coffee
○ The Noho Juice Bar and Deli
○ Il Girasole Nail Spa
○ The NYU Torch Club

The following administrators were prize winners:
  Patricia Warrington
  Alexis Cruikshank
  Gloria Clivilles-Ramos
  Maurice Shirley
  Nancy Smith Amer
  Ian Tabatchnick
  Brandon Troy
  Marianne Zwicker
  Anthony Lockett-Larsen
  Hande Teano
  Ninette Gironella
  Bebi Karimbaksh
  Susi Hollnsteiner
  Eric Stedfeld
  Julia Murphy
  Beth Markowitz
  Carlisa Robinson
  Ginette Lamarre
  Lizz Duke
  Fatiah Touray
  Jill Creighton
  Nick Voelker
  Evelyn De Leon
  Druanne Dillon
  Maria Di Pompo
  Claudia Gil
  Kim Weitzel

We apologize if we missed a name or two of our raffle winners.
Anne Stubing was recognized for her efforts in soliciting the majority of the raffle prizes.

**CLOSING REMARKS**

Have a great summer!

*The meeting was adjourned at 1:32 p.m.*