MINUTES FROM THE AMC GENERAL MEETING
Tuesday, January 6, 2015

The meeting was called to order at 9:05 a.m.

ATTENDANCE


The requirements for a quorum were met.

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 December 2014 meeting were approved.

REPORTS OF THE OFFICERS

PRESIDENT’S REPORT

The AMC Representative attendance policy was discussed. According to the bylaws, after three missed AMC meetings without arranging for an alternate to sub, a member would no longer be a representative. They would continue to be a member of the AMC. Members who have missed
two or three meetings have been contacted. A vote was held to remove six representatives who had missed three meetings without an alternate. The vote carried with one opposing vote.

Vacancies are now open, former representative can apply again if they are interested.

TREASURER REPORT

Andrea Fannelli, Treasurer

- No report.

SENATE REPORT

Kristi Schwindt Ramos, Senator, Senate Committee on Organization and Governance (SCOG) Committee

- Discussed the senate self-evaluation and goal of reducing senate membership over two years to 110 – 120 members. The AMC has been asked to consider how many senators we need to carry on our function. Memorandum from SCOG to the Councils of the Senate is attached at end of minutes.
- Discussion on size and distribution of the AMC representatives.

Tatum Soo Kim, Senator, Senate Academic Affairs Committee,

- There have been a surprisingly low number of honorary degree candidates presented for consideration. Nominees can come from all areas of the university. The AMC should consider making a nomination as a group that is representative of the qualities we believe to be important to New York University.
- The Academic Affairs Committee will evaluate the 2015-16 academic calendar in response to a student letter expressing concern for the end of finals date of December 23. This especially affects foreign students with high airfares and potential delays that would prevent them from reaching their homes for the holidays.

COMMITTEE REPORTS

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

- Thank you to those who donated toys, 700 toys were collected and we have received many thank you notes from the children.
- Report attached at end of minutes.

Benefits and Compensation, Melissa Lucas-Ludwig (amc-benefits-group@nyu.edu)

- The Benefits and Compensation report is attached at the end of the minutes.
Bylaws, Norma Kenigsberg

- Letter from Norma Kenigberg that was discussed at the meeting is attached.

Superblock Stewardship, Barbara Albrecht, AMC Member and Chair of the Construction/Mitigation Subcommittee, (balbrech@stern@nyu.edu).

- The project architect has been chosen as well as the monitoring company. There will be a review of the restrictive declarations to see if the city restrictions are adequate or if we should add to them.

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

- Report attached at end of minutes.

Communications, Anne Stubing (amc-communications-group@nyu.edu)

- No Report

Healthcare Working Group, Nadia Cureton (nadia.curetan@stern.nyu.edu)

- No report.

Professional Development, Michael McCaw (mike.mccaw@nyu.edu)

- No report.

Nominations & Elections, Regina Drew (amc.elections@nyu.edu)

- Elections are now underway for the inaugural class of Representatives from NYU Abu Dhabi and NYU Shanghai. Elections will close in mid-January, and the new reps and alternates should be in place for the February general meeting.

NEW BUSINESS

- The top openamc issue(s) were introduced by David Vintinner:
  a. A resolution to return tuition remission to 100% without changing the 90% tuition remission for dependents passed with 2 opposed and 1 abstain.
  b. A resolution to extend professional development to regular courses in NYU schools providing the class requirements are met and student is accepted. This extends possible courses beyond SPS for students who are accepted by that individual school. Vote passed with 29 in favor, 7 opposed and the balance abstaining. An amendment was proposed: make tuition payment available from professional development for courses up the individual schools maximum as special students for courses outside SPS. Vote passed with 53 in favor, 0 opposed and 14 abstaining.
  c. Bonding leave for a new child was discussed. A proposal to make the bonding leave allowed within the same terms as FMLA. The proposal would change the wording for Bonding Leave from excluding any leaves to including any leaves.
Therefore, the proposal would not exclude time on FMLA leave from total leave. Vote passed 46 in favor, 8 opposed and 12 abstaining.

ANNOUNCEMENTS

- There were no announcements.

CLOSING REMARKS

The next meeting will be held Tuesday, February 3, 2015 in the Colloquium Room.

The meeting was adjourned at 10:40 a.m.

Attachments:

Memorandum from SCOG to the Councils
Letter from Representative Norma Kenigberg
Community Service Report
Benefits and Compensation Report
Special Events Report
Memorandum

To: Councils of the University Senate
From: The Senate Committee on Organization and Governance (SCOG)
Re: Council Input To Senate Self-Evaluation
Date: December 12th, 2014

Last year as part of its recommendation for representation of the Full-time Contract Faculty, SCOG also recommended that over the course of two years the Senate undergo a major self-evaluation to examine its purpose and membership. At the same time, the Senate Executive Committee indicated that the Senate should be no larger 110 -120 members, smaller than the 127 member Senate SCOG proposed as a temporary measure to achieve representation for the Full-time Contract Faculty within the time limit set by the Board of Trustees and in the absence of an opportunity to conduct a more complete evaluation.

SCOG has now begun to gather information relevant to the proposed self-evaluation, with a particular focus on the size of the Senate and how its size relates to its function. One of SCOG’s goals is to minimize any disruptions of Council functions that could occur as a result of the eventual recommendations that may result from the self-evaluation process. Accordingly, SCOG asks the Senate Councils for their input as follows by March 1, 2015:

1. Please consider your Council’s current size in relation to its functions.
   - How many Senators does your Council require to carry out its functions and effectively represent the different constituencies encompassed by your Council, both in your Council and in the Senate?
   - Council members sit on Council Standing and Ad Hoc Committees, Senate Standing Committees, and several University Standing Committees, Ad Hoc Committees and Task Forces, requiring a substantial number of Council members. Would a reduction in the size of your Council by one, two, or three Senators significantly hinder your Council’s ability to provide members to these various committees and task forces?

2. Please elaborate on how members of your Council that represent the various constituencies encompassed by your Council are chosen.
   - Does your Council have rules or procedures that ensure representation of the various constituencies your Council represents?

3. How do Alternate Senators function in your Council?
   - Do Alternate Senators have specified functions in your Council?
   - Do Alternate Senators have specified functions in the Senate, e.g., are they appointed to Senate Standing Committees and if so, what is the procedure to select those who are appointed?
4. Please comment on possible mechanisms your Council could use to reduce its size in the event that the size of the Senate were reduced, e.g.:
   - a sudden size reduction at a time specified for the Senate size to decrease,
   - a slow size reduction by attrition as terms expire,
   - a reapportionment of the number of Senators that represent specific constituencies currently represented by your Council,
   - etc.

5. Please comment on any other issues your Council believes to be a goal of the self-evaluation process or regarding the process itself.

Please feel free to reach out with any questions or concerns

Best,

Michael Hengerer
Chair, Senate Committee on Organization and Governance

e-mail: michael.hengerer@nyu.edu
phone: 212-998-4948
To: The Administrative Management Council Membership
From: Norma Kenigsberg
Date: December 22, 2014
Regarding: AMC Representation

I will be at a conference and unable to attend the January 6, 2015 AMC meeting; an Alternate Representative will attend in my place. But I think this topic – AMC Representation – is so important, that I am writing to you as a form of a request: that we begin to think broadly within our units about how we elect our Representatives and the numbers of our voting Representatives relative to unit size. I pose this issue as AMC Parliamentarian and Chair of the AMC Bylaws Committee. (As background, I have viewed the AMC from the perspective of a Senior Unit Rep, Unit Rep, Alternate Senator, and long-time Bylaws Committee member, among other responsibilities, and so approach the question of AMC representation from a broad vantage point.)

We all (Code 100s) are members of AMC. The issue at hand concerns a reconsideration of how we choose those individuals who vote on our behalf. The current system (see Bylaws, Section 2) is based on the size of the unit in which we are located. Our Bylaws specify at least one Representative and two Alternate Representatives for the smallest constituency units to a maximum of nine Representatives and nine Alternate Representatives for the largest constituency units. In some units, everyone knows one another; in other units, especially those spread out physically or those that are an amalgam of several small groups, potential candidates are merely names on a list.

The result is that there are units, regardless of size, with unfilled Alternate slots; in some cases, there are no Alternates to attend in lieu of an absent Representative. An attendant result is that there is no voting representation for a particular unit. This is increasingly important since our meetings are becoming less discussion-only and more vote-based. In addition, our Bylaws stipulate (Bylaws, Section 6A) that Representative absences, without attendance by a designated Alternate, may result in removal as a Representative. That, in turn, might leave a smaller unit with no representation at all.

In addition, the Senate Committee on Organization and Governance (SCOG) has asked each Senate Council, including the AMC, to review their representational structure generally but especially regarding Senators, in order for SCOG to understand how broader university participation can be enhanced without simply increasing numbers of elected Senators.

These AMC issues specifically, as well as the importance of the role of the AMC in the governance of the NYU community generally, have suggested that we focus on this topic. I request that we take this next month to ask our members’ opinions. It may be that we are content that our current process is suitable; it may be that we have suggestions to enhance our voice, including instituting another representational election process. Please come to our February meeting prepared to discuss. Remember that we are an open forum – although only Representatives (and Alternates attending in lieu of Representatives) are eligible to vote, all members are welcome to participate in the discussion.

Let’s hear from you!
December Activities

- Collection of 700 new toys and books for the 2015 Holiday Toy Drive supported the children in the 9th Police Precinct, as well as those attending the Herbert G. Birch Manhattan Early Childhood Center. We gratefully thank all our site coordinators and everyone who donated to help make this year’s collection campaign another success.

- The Naughty Knitters donated a total of 418 scarves and hats to Visiting Neighbors and the USO as holiday gifts in December, and are now making baby blankets for Care for the Homeless, lap robes for a local nursing home, and cat cage pads for a cat rescue group. Anyone interested in joining the Naughty Knitters can still contact me at my NYU address, jt6@nyu.edu.

January/February Recycling Programs – ongoing until February 27th 2015

- January and February’s motto will be “What’s Old IS New Again”. We will be collecting recyclables for these two months to donate to worthy causes listed below. This is a good opportunity to begin your spring cleaning!

- Collecting cell phones for Chemo-Comfort; holiday/greeting cards (fronts only) for St. Jude’s Children’s Ranch; used eyeglasses for LensCrafters “One Sight” Program and used sheets and towels for our furry friends which will be donated to “Mighty Mutts and Kitty Kind”.

- AMC Community Service also coordinating “DUNK YOUR KICKS” for Pediatric Cancer (maxcure.org) Recycle your old sneakers and help families with a child battling cancer. Look for information on the AMC website for drop off locations. If you need require information on these collections, please call Ida Longarino x81802 or Barbara Albrecht x 80112.

Thank you.
Tuition Remission Cost Share
The Compensation and Benefits Committee met on December 8th to discuss the finer points of the vote to reverse the 10% tuition remission cost share since there seemed to be some confusion as to the proposed reversal when the vote was taken. I then posted on Open AMC again in late December to clarify what the AMC is advocating for which is “The AMC should advocate instead to restore employee self tuition remission for administrators to 100% and leave the dependent tuition remission at 90%.” Eliminating the cost share would improve employee recruitment and retention.

HR is now aware of our request to have the cost share reversed but it appears that the University will not reverse the cost share this fiscal year due to budget constraints. The HR Benefits budget is set for the rest of the year and there is no alternate source to cover the $500,000 shortfall should the tuition remission cost share be reversed.

Bonding Leave
The Compensation and Benefits Committee also discussed bonding leave after we received a posted topic on this popular issue. “The AMC should advocate on behalf of employees to have Bonding Leave if they reach their 2 year employment anniversary date during their allowed FMLA period.” Just to clarify this policy, Bonding Leave applies to all Administrators and Professionals and Professional Research Staff who have completed two (2) years of full-time service (excluding any leaves) prior to birth, adoption or placement of foster care children.

When the employee is the PRIMARY caregiver, he/she is eligible for six (6) weeks of bonding leave at full pay immediately following the birth, adoption or placement of a foster child or immediately following post-birth disability.

What the AMC has learned is that a handful of administrators were denied the bonding leave benefit because the employees were shy of completing their 2 year anniversary by a few days or a few weeks before they went on leave.

The Benefits Committee discussed this issue at length at our last meeting and we unanimously decided that we would not actively pursue this issue with HR because we do not want to compromise the availability of this generous benefit.
Good morning, and Happy New Year.

You are all invited to the AMC Winter Social on Thursday, January 15 from 4:30-6:00 p.m. in Greenberg Lounge in the Law School’s Vanderbilt Hall. Keep your eyes peeled for an email!

We are also pleased to invite you to the first ever AMC Family Day at Coles on Sunday, January 25. This initiative, developed by Stephanie Pryor, is a day set aside for administrators’ families to enjoy free admission to both the Women’s and Men’s Basketball tournament games, complete with a lunch buffet. We have special activities and goodies planned for the kids. Keep your eyes peeled for that email as well.

The next meeting of the AMC Book Club will be on Monday, February 9 at 12:30 in Bobst Library. The group is currently reading The Everything Store: Jeff Bezos and the Age of Amazon by Brad Stone. 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.

Planning for The Administrator’s Art Show is in the works, and the Retiree’s Luncheon date has been set for April 30. Keep your calendars marked for the Year-End Luncheon on May 7.

If you are interested in joining the Special Events Committee, or in pitching in during events (we can always use extra hands on the “day of”), please contact Julie Kaplan at Julie.kaplan@nyu.edu or Stephanie Pryor at Stephanie.pryor@nyu.edu.