In attendance: Albrecht, Barbara; Amico, Rosemary; Amparado, Keith D; Atkinson, Mary Lou; Bagley, Lauren M; Balogh, Sarah; Battaglia, Christine; Bennett, Diane W; Bhojwani, Sangeeta; Biddle, Daniel C; Biondi, Jonathan; Botos, Rachel L.; Brooks, Shanieka; Callihan, Erin; Camfield, Juliane (for Anne Solari); Chin, Nelson; Coombs, Amy; Cureton, Nadia N; Daniels-Maina, Diana; De Leon, Evelyn M; Deacetsi, Maria; Deluca Fernandez, Sonia (for Chloe Beck); Denney, Katrina (for Nanc Allen); Desantis, John; Digiovanni, Carly Rose; Dismukes, Ryan; Drew, Regina Syquia; Drummond, Katherine T.; DuBois, Rachel; Duke, Elizabeth M; Eerdekens, Els; Estrada, Frances Monica; Fannelli, Andrea; Fertmann, Adam E; Gee, Matthew K; Gessner, Nancy Therese; Gonzalez, Hector L; Gore, Heba Nassef; Gu, Hye (for Jeremy Kim); Hagan, Rose; Harrell, Zachary W; Haughton, Olive; Hayes, Brianne; Heaps, Richard; Heller, Nicolas J; Hollingsworth, Carol Anne (for Anne Stubing); Humphreys, Gisela B; Irving, Lance; Jensen, Nicholas M (for Alex Martinez); Jones, Shakera Tamika; Kalogerou, Maria; Kaplan, Julie H; Kavalam, Pamela; Kebbon, Maude; Kelly-Fierro, Justine M; Kenigsberg, Norma K.S.; Kniffin, Abigail; Kushner, Melissa; Ladisa, Ann Marie; Levine, Melissa (for Stevin Michaels); Lewis, Scott G; Lui, Stephen F; Lutzky, Raymond Allen; Mainiero, Michael A; Malin, Gwynneth C. (for Chris Nicolussi); Marino, Michael; Maristany, Alita; Markowitz, Beth A; Martinetti, Pamela; Mccarthy, Colin; McCaw, Michael; McCullough, Kevin; Meconis, Carrie A.; Mendez, Greg; Minteer-Baysal, Krista M.; Mitchell, Brenda S; Monahan, Jennifer; Montoya, Jessic; Morris, Deborah J.; Morrison Leahy, Stephanie; Nadkarni, Alicia; Niedenthal, David A; Nieto, Carolyyn M.; O'Reilly, Hope; Pearson, Patricia Anne (for Ida Longarino); Pedlosky, Dove (for Melissa Lucas-Ludwig); Pedlosky, Dove Helena; Prendergast, Carrie A.; Ramos, Kristi Schwindt; Rendall, Meredith; Ritter, Carolyn S.; Roc, Nadege B; Ross, Aaron B.; Shelosky, Matthew; Siegel, Wendy E; Snyder, Lydia L.; Soo Kim, Tatum D; Soule, Kristen B.; Sowell, Scott; Spangler, Michelle (for Malina Webb); Spencer, Kelley-Ann; Stedfeld, Eric L; Stockwell, Kyle W; Stuart, Jennifer Lee (for Toni Urbano); Thilman, Daniel; Tie, Juan H.; Tsang, Betty; Vergara, Leizel Gaduyon; Villanueva, Carl; Vintinner, David P.; Voelker, Nicholas M; Vogelsang, David; Warrington, Patricia A; Wasserman, Jessica; Wein, Asuncion; Williams, Claudine-Lonje; Willyard, Sarah; Wolfe, Caroline (for Anita Daniels); Wu, Nancy

The meeting was called to order at 9:05 am

David Vintinner, Chair, opened the meeting with a welcome to Representatives, Alternates and guests to the first meeting of the new year. Before asking for approval of the minutes from the December, 2015 meeting, David announced that NYU Public Safety is not able to accommodate CPR training requests as he stated at the end of the last meeting. However, Athletics does offer CPR training and full instructions about how to request this training has already been sent to the Senior Unit Representatives.

APPROVAL OF THE MINUTES
The minutes from the last meeting in December, 2015 were provided in advance with the agenda. Reading of the minutes was waived, and the minutes were approved unanimously. The final version of the minutes is posted on the AMC website.

GUEST SPEAKER
David Vintinner introduced our guest speaker, NYU’s new President Andrew Hamilton, with a brief review of his academic background and accomplishments.
President Hamilton said that he was thrilled to be here at NYU and that it was a wonderful opportunity for him to be at this meeting of the AMC to greet the University’s administrators.

He went on to say that he left Oxford to come to NYU because he was beguiled by NYU’s momentum and the awe-inspiring progress made to redefine education in a way that is most relevant and important to face the challenges in the 21st century. He acknowledged the contribution that John Sexton made to this vision. His major priorities are that the different parts of NYU – the triangle of New York/Shanghai/Abu Dhabi as well as the triangle of Washington Square/the medical corridor/Brooklyn campus function to continue this work. He said that universities are defined by the academic achievements in research and teaching as well as the preservation of knowledge that takes place in libraries and museums. He acknowledged that those achievements are not made by the President of the university or by the administrators. They are made by the faculty and students; however, he also stated they would achieve nothing without a strong, loyal and committed administration to insure that the organization functions. His visit to this AMC meeting on his second day at NYU is a signal about how important is the work that we do, as well as the people we represent.

REPORTS OF THE OFFICERS

CHAIR’S REPORT
David Vintinner (david.vintinner@nyu.edu)
No report

VICE CHAIR’S REPORT
Kristi Schwindt Ramos (kristi.schwindt.ramos@nyu.edu)

Kristi presented the annual AMC letter sent in February to the University Senate Financial Affairs Committee. Key points are:

- A request to return to a 3% pool for AMI
- The appointment of a University committee on tuition remission
- A request to increase the fringe benefit rate
- A further discussion on family care and bonding leave
- The establishment of an ad hoc committee on work/life balance
- The economic effect of the Affordable Care Act
- A request to coordinate the administrative calendar with the academic calendar

A motion was approved unanimously to share the draft with the AMC constituency. The AMC Representatives will vote on the final version of the letter during the February, 2016 meeting.

SECRETARY’S REPORT
Andrea Fannelli, (andrea.fannelli@nyu.edu)

- The December AMC meeting was the third of the academic year, and there are three Representatives that have not been attending in accordance with the AMC bylaws (Lauren Bagley and Reema Shah from the EVP Finance unit and Montey Thames from the EVP Operations unit)
- A motion was approved unanimously to open up these three Representative slots to other administrators in those units
TREASURER’S REPORT
Shakera Jones (shakera.jones@nyu.edu)
Report appended to the minutes

SENATOR’S REPORT
Regina Drew, Senator (regina.drew@nyu.edu)
Report appended to the minutes

COMMITTEE REPORTS
Benefits, Kristi Schwindt Ramos (kristi.schwindt.ramos@nyu.edu)
Community Service, Carrie Meconis, (carrie.meconis@nyu.edu)
Nominations and Elections, David Vogelsang (david.vogelsang@nyu.edu)

Reports appended to the minutes

The meeting was adjourned at 10:28 am

Treasurer’s Report
Shakera Jones (shakera.jones@nyu.edu)

- Employee Student Stickers: The student stickers are here!! They will be available beginning Tuesday, January 19th at 25 West 4th Street and the Student Service Center at the Tandon School of Engineering in Brooklyn for employees enrolled in a credit bearing course. You will need to present your ID card and have your registration verified.

- Funds Request Form: The new fund request form will be available beginning Tuesday, January 19th. All requests will be reviewed monthly by the AMC Executive Committee. You are encouraged to use NYU approved vendors to avoid having to wait for reimbursements. Please do not hesitate to contact me if there are any questions or concerns.

- Reimbursements/Funds Transfers: Please contact me immediately if you are aware of any outstanding reimbursements or fund transfers.

- AMC Fiscal Summary: The Winter Social has traditionally been one of the most expensive events held by the AMC. This year the Social (you should have all received invitations by now) will be sponsored by the President’s Office. This leaves are with a relatively large surplus that can be put to great use! Please start thinking about events or initiatives you can host. While there is an allotment of $25 per Rep and Alternate, the Executive Committee is happy to consider request for additional funding.

University Senate Report
Regina Drew, Senator

The Senate met on December 10, 2016. It was the final meeting in John Sexton’s presidency, so there were a number of tributes to him. He had some concluding commentary about the state of higher education and updates about his upcoming activities as President Emeritus.

John also paid his own tribute to Deputy President Diane Yu, who has transitioned out of the President’s Office and into a role with NYU Abu Dhabi.

Senate voted to approve the creation of a Senate Ad Hoc Advisory Task Force on Diversity and Inclusion. The task force membership will consist of half nominated and half appointed members. The co-chairs are Lynn Videka, Dean of the Silver School of Social Work, and Charlton McIlwain, faculty member at Steinhardt.
Each council discussed its initiatives related to diversity. Both faculty councils already have diversity committees, and the C-FSC moved its ad hoc committee to a standing one. The SSC passed a resolution stating that it supports the creation of diversity education programs and make them required for students, faculty, administrators, and staff.

The Senate Ad Hoc Work-life Committee has been formed. Each council will ultimately have three representatives; Carrie Meconis and Regina Drew are co-chairs. The first meeting will be scheduled in the next few weeks.

Other points of interest:

- The SSC has a proposal to urge the MTA to approve a student discount for Metrocards.
- The C-FSC has changed its formal name to the Full-Time Continuing Contract Faculty Senators Council. It will continue to be abbreviated the C-FSC, as opposed to the T-FSC (Tenured and Tenure-Track Faculty Senators Council).

The next Senate meeting will be on February 18.

BENEFITS

Kristi Schwindt Ramos

The AMC Benefits Committee last met on November 16. We discussed the Senate Financial Affairs letter, including looking at the AMI worksheet (wage gap spreadsheet), Health Benefits Working Group recommendations, work-life balance proposal and Society for Human Resource Management website. I gave everyone updates on the status of the tuition remission committee promised by Marty Dorph, the senate vote on the creation of the ad-hoc committee on work-life balance and leave policies. Alison Leary wrote me last month saying that it was determined the tuition remission committee should wait until the new president arrives so we can be sure to be aligned with his priorities and directives. We find this very disappointing and I will be following up with Marty Dorph. Also, Gail Weiner informed me the proposed revisions to leave policies are still under review by leadership and that as soon as Employee Relations receives a response, she will let me know. The Senate Ad Hoc Work-Life Committee will meet soon, and our very own AMC Senator, Regina Drew, and Alternate Senator and Chair of the Community Service Committee, Carrie Meconis, will be co-chairing this committee. I will be the third AMC member on the committee, and there will be three representatives from the TFSC, CFSC, SSC and Dean’s Council.

On November 13, the Benefits Committee sent an email to the Provost Search Committee highlighting three important goals to keep in mind during the search: 1. Recognition of support for longevity of administrators who support the academic mission of NYU; 2. The importance of hiring someone who has experience partnering closely with administrators and understands the importance of retention; and 3. Hiring someone who understands administrators benefits are just as important as faculty benefits.

The Benefits Committee created a list of open enrollment suggestions based on this past years’ experience. These suggestions include holding benefits fairs earlier in the year, starting open enrollment earlier, making the wizard tool easier to locate, having more UHC reps at the benefits fairs and having AMC representation at the fair. We also discussed how some documents, such as the gym reimbursement form that only applies to union employees, should have been more clearly labeled to avoid confusion and disappointment. If anyone has any additional feedback, please let me know and I will communicate this to Trish Hallie.

In addition to the above topics, the Benefits Committee is looking to possibly explore the following topics: NYU’s relationship with Langone, Child Study Center and other affiliates; dental benefit improvements; promotions within NYU and salary bands; mental health benefits; parental leave in light of the national discussion on the topic; creating an on-line video regarding tuition remission and job relatedness; and asking for an equity study and turnover analysis figures from HR. The Benefits Committee will next meet on January 11 at noon at 4 WSN, first floor conference room.
COMMUNITY SERVICE
Carrie Meconis

This year’s toy drive donations were up by about 30% and over 950 toys were distributed. The next Community Service drive targets recycling: cell phones, eyeglasses & cases, greeting cards of all types (fronts only), sheets, blankets & towels, and sneakers. Senior unit reps will distribute flyers with drop-off locations.

A 'Lunch & Learn' event on 1/21/16 to discuss "Let's Talk Real Estate: Buying, Selling, Refi in the Tri-State will be held from 12-1:30 at 721 Broadway in the 12th Floor Conference Room. Senior unit reps will also distribute flyers for this event.

NOMINATIONS AND ELECTIONS
David Vogelsang,

As per the question about unit representation for Nursing, in December the AMC approved the official recognition of the College of Nursing and the College of Global Public Health as independent AMC units on the AMC.

As many of you know, there has been a recent reorganization in a number of central administrative units, specifically the EVP Operations area. Since elections are when we choose new representatives for those units up for re-election, I’d like to suggest that we wait until our annual Spring Election period to look at any additional AMC unit representation reorganization that may be needed and ask that representatives, even if they are now a part of a different unit, stay the course as a representative until we can hold elections. My experience is that the dust isn’t settled yet - especially since the senior administration is likely to undergo more changes.