MINUTES FROM THE AMC GENERAL MEETING
TUESDAY, MARCH 1, 2011

The meeting was called to order at 9:03 AM.

ATTENDANCE was taken via sign-in sheet.

Present:
Rafael Acevedo; Barbara Albrecht; Rosemary Amico; Rosemarie Anderson; Beth Appel; Trisch Arbib; Hilarie Ashton; Jeanne Bannon; Fred Barlow; Barbara Benson; Ira Beresnoy; Caroline Boneta; Nadia Cureton; Maria DeAcetis; John DeSantis; Carly DiGiovanni; Regina Drew; Katherine Drummond; Anita Dwyer; Amy Fair (for David Vintinner); Andrea Fannelli; Tara Freese; Ninette Gironella; Wendy Goldberg; Monica Gray; Liz Greene; Olive Haughton; Richard Heaps (for George Agudow); Thomas Helleberg; Gisela Humphreys; Carole-Anne Ishimine O'Neill; John Johnson; Norma Kenigsberg; Jason Koth; Betty Law (for Andria Blatt); Scott Lewis; Ida Longarino; Nicolas Marino; Neptali Martinez; Michael McCaw; Amanda McEntire; Karen Micallef; Alison Moppett; David Niedenthal; Larry Pender; Elizabeth Rohlfing; Marguerite Sharkey; Cheryl Silva; Anne Stubing; Michael Summers; Jennie Tichenor; David Vogelsang; Emily Westerman; Joanne Wilhelm; Nelya Zonis

Absent:
Paulina Abaunza; Joanna Albanese; Keith Amparado; Roddy Austin; Ellen Axelrod; Daniel Biddle; Katherine Brignole; Robert Brill; Robert Butler; Alla Calderon; Erin Callihan; Charlene Chan; Stephanie Chelales; Linda Chin; Marc Cincone; Sally Cummings; Louis Cusano; Annette Cutugno; Anita Daniels; Jane Delfavero; Michael Devlin; Debra Diana; Adam Ebniit; Elise Eisenberg; Saire Errico; Sheila Gay-Robbins; Candyce Golis; Stewart Gonzales; David Gordon; Bartholomew Grachan; Elizabeth Hamilton; Scott Harlow; Angelie Hyman; Christopher James; Elizabeth Kuzina; Diana Lugo-Martinez; Stephen Lui; Rachel Maxwell; Richard Micek; Owen Moore; Kathleen Murray; Carlo Pellicciani; Ann Marie Powell; Marcella Runell; Chirag Sadana; Veronika Shiroka; Marie Spears; Dolores Spinelli; Susanna Stein; Toni Urbano; Michelle Van-Ess; Tatiyana Weinstein; Jennifer Weitsen; Kristina Zacharias; Maryann Zwaryczuk

APPROVAL OF THE MINUTES:
• There was an amendment to the minutes from the February meeting: under the Special Events committee report, the retirees luncheon date should be corrected to Wednesday, April 27. With that amendment, the minutes were approved.

GUEST PRESENTATION:
• Eric Loffsowld and Sharon Chavez, Learning and Development Managers, from the Office of Talent, Learning, and Professional Development, delivered a presentation about professional development. They discussed available leadership development programs (such as ‘Critical Skills for Emerging Leaders’ and ‘Building Leadership Excellence’) and highlighted courses and resources available through iLearn, the university’s online learning management system.
REPORT FROM THE CHAIR: Anita Dwyer (anita.dwyer@nyu.edu)

- Anita announced that the annual AMC Town Hall with John Sexton had been scheduled for Thursday, March 24 at 12:30 PM in the Rosenthal Pavilion, Kimmel Center. She encouraged everyone to submit questions in advance of the meeting. Invitations would be forthcoming.
- Anita reported on developments at the most recent University Senate meeting on February 3. The University Senate voted to reject a proposed change to the academic calendar (intended to shorten Welcome Week by starting classes before Labor Day and adding a longer Thanksgiving break). The Senate also heard a presentation about the university’s global sites and a presentation on the new co-generation plant now in operation.

COMMITTEE REPORTS

By-Laws: John DeSantis (john.desantis@nyu.edu)

- Changes to the Bylaws:
  - Second reading: John reviewed the suggested changes to the bylaws, which were initially presented at the February meeting.
    - The Council voted to approve the changes.
  - Additional proposed changes (first reading): The committee also presented new text to replace the current description of the responsibilities of the Nominations and Elections Committee:
    - The Nominations and Elections Committee is responsible for receiving the nominations and administering elections for the following officers of the Council: Chairperson, Vice-Chairperson, Secretary, and Treasurer, and for Senators and their Alternates. The Nominations and Elections Committee also will administer the elections for Representatives and their Alternates. Each September, the Nominations and Elections Committee shall complete an official membership census of the AMC constituency for general notification purposes. By February 15 of each year, the Nominations and Elections Committee shall complete an official census update to determine unit representation levels, to assure that the proportionate representation of all units on the Council is accurate, and to confirm the eligible voting members for the subsequent election process.
    - The committee will call for a vote on these additional changes at the April general meeting.

Nominations and Elections: David Vogelsang (dv1@nyu.edu)

- New AMC Voting Units: David presented a new structure for AMC representation of schools and divisions, intended to capture any new areas that were unrepresented and to more accurately reflect central divisions that have merged, re-titled, or otherwise re-organized.
  - Abu Dhabi: Due to outstanding questions regarding eligible representation, we are postponing elections for NYUAD until further details can be determined. Those interested in participating in further discussion should speak with David Vogelsang.
  - Poly: Because there is no schedule for merging NYU and Poly employment/HR for the time being, Poly administrators were not included in the revised structure.
    - A copy of the new structure for representation will be posted on the AMC website.

- Representative Elections:
  - The committee emailed an opt-in invitation to all administrators in units with upcoming elections. After the initial message and a follow-up reminder, 200 responses had been received out of a possible 1,700.
  - Ballots will be distributed during Spring Break, with a reminder to be sent on April 8.
- Senator Elections:
A notice will be sent to all constituents in March regarding the upcoming Senate elections. All candidates will need to prepare a written statement and make a presentation at the AMC Year-End meeting, during which the elections will take place.

For the 2011-2013 term, there will be 2 Senator and 4 Alternate Senator positions available.

Nominees shall be drawn from among the constituency of the Council providing that they are current or former elected members of the Council who have served in good standing within the past two years. Non-Council members who have actively served on AMC committees within the past two years are also eligible.

Officer Elections:
- David is now accepting nominations from anyone interested in serving as an AMC officer (Chair, Vice Chair, Secretary, and Treasurer).
- The slate of nominees will be presented for a vote at the April general meeting.

Next meeting: the committee will meet on Friday, March 11 at 10 AM in the Kimmel Center, Suite 210. All are invited.

Benefits: Amanda McEntire (amanda.mcentire@nyu.edu)
- No report.

Community Service: Barbara Albrecht (balbrech@stern.nyu.edu) and Ida Longarino (ida.longarino@nyu.edu)
- January/February Recycled Card Drive:
  - We collected over 1,000 recycled holiday cards that were sent to the St. Jude’s Children’s Ranch. Thank you to all who submitted their cards.
- March Activity: “Operation Gratitude”
  - Between Monday, March 14 and Friday, March 25, the committee is sponsoring a collection drive for “Operation Gratitude” in support of our troops. This is part of a national campaign entitled “The Patriotic Drive,” that has a limited run. We will be collecting items to make the troops more comfortable.
  - Requested items include: socks, lip balm, toothpaste, deodorant, trail mix, nuts, energy bars, pre-packaged tuna and chicken salad packets, single-serving boxes/packets of hot or cold cereals, moist towelette packages, travel-size board games, among others.
- Upcoming/Ongoing activities:
  - The committee is requesting suggestions for schools that would benefit from the annual book drive held in conjunction with the AMC’s Year End meeting. This year we plan to reach out to two NYC middle schools to receive the book donations. If you would like to recommend schools you are familiar with, please email your suggestions to: amc.community.service@nyu.edu.
  - Remember to recycle your unwanted books through the NYU Bookstore. Proceeds from this program support many of our local charities throughout the year. More information is online at: http://www.nyu.edu/amc/committees/booksforbucks.pdf.
- Naughty Knitters
  - The Knitters held their Martin Luther King, Jr., Knit-in on February 8 and 9.
  - This month they hold their annual “Spring Fling” knit-in on March 11 and 25 to crochet or knit 50 baby blankets for Care for the Homeless during the spring semester. All materials will be provided to participants, and light instruction will be available. Please contact Jennie Tichenor at jtf6@nyu.edu for more information.
- The committee’s March meeting date will be emailed to the committee once available. If you are interested in joining the committee, please email amc.community.service@nyu.edu.

Special Events: Barbara Benson (bbenson@stern.nyu.edu)
• The Retirees Luncheon is scheduled for Wednesday, April 27. The committee is looking for volunteers to assist with the luncheon. Anyone interested should email julie.kaplan@nyu.edu.
• The Year-End General Meeting and Luncheon has been scheduled for Friday, May 13 in Rosenthal Pavilion, Kimmel Center. Please save the date. Invitations will be sent to all administrators.

OLD BUSINESS: None

NEW BUSINESS: None

MEETING ADJOURNED at 10:19 AM.

Respectfully submitted by Regina Drew, Secretary 2010-11