Agenda

- Call to Order

- Guest Presentations
  - Sabrina Ellis
  - Owen Moore

- Reports
  - Officers
  - Administrative Coordinator
  - Committee Chairs

- AMC Senator Videos

- General Announcements
Call to Order
Guest Presentations
Sabrina Ellis

Vice President of University Human Resources

Final Recommendations Report from the University Task Force on Tuition Remission

*NOTE: Full report and presentation is currently under review by University Leadership and will be provided at a later date.
Owen Moore
Assistant Vice President, Campus Services

Overview of Request for Proposal Process from NYU Dining
Overview of RFP process from NYU Dining
# Who is involved and what are their roles?

<table>
<thead>
<tr>
<th>RFP Management Team</th>
<th>Program Evaluation Committee (PEC)</th>
<th>Technical Expertise</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procurement (2)</td>
<td>Student Representation</td>
<td>Office of Legal Counsel</td>
</tr>
<tr>
<td>NYU Dining (2)</td>
<td>IRHC</td>
<td>IT</td>
</tr>
<tr>
<td>Campus Services (3)</td>
<td>SSC</td>
<td>PSO</td>
</tr>
<tr>
<td>FO&amp;T (2)</td>
<td>Commuter</td>
<td>FCM</td>
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<tr>
<td>Kimmel Operations (1)</td>
<td>Spiritual Life</td>
<td>Bursars</td>
</tr>
<tr>
<td>Consultant (1)</td>
<td>Dining Advisory Board</td>
<td>University HR</td>
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<td></td>
<td>RA Council</td>
<td>Office of Public Affairs</td>
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<td>Office of the President</td>
<td>Office of Sustainability</td>
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<td>Provost’s Office</td>
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<td>Office of EVP</td>
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<td>UDAR</td>
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<td>Student Affairs</td>
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<td>ORLH</td>
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<td>CMEP</td>
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<td>SRS</td>
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</table>

NYU Campus Services

Bookstore

NYU Dining

Mail and Reprographics

Campus Cash

Kimmel Ctr.

Skirball Ctr.
# What is the process/schedule?

## PHASE I (Spring/Summer 2018)

<table>
<thead>
<tr>
<th>When</th>
<th>What</th>
<th>Who</th>
<th>How</th>
</tr>
</thead>
<tbody>
<tr>
<td>Now - June 1</td>
<td>Developing the RFP</td>
<td>RFP Team, Technical Expertise</td>
<td>Meetings, data</td>
</tr>
<tr>
<td>June 2018</td>
<td>RFP released</td>
<td>RFP Team, Technical Expertise</td>
<td>Procurement-E-mail</td>
</tr>
<tr>
<td>Summer 2018</td>
<td>Q&amp;A from bidders</td>
<td>RFP Team, Technical Expertise</td>
<td>Procurement, meetings</td>
</tr>
</tbody>
</table>
What is the process/schedule?

PHASE II (Fall/Winter/Spring 2018-2019)

<table>
<thead>
<tr>
<th>When</th>
<th>What</th>
<th>Who</th>
<th>How</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2018</td>
<td>Proposals submitted Review, analysis</td>
<td>Program Evaluation Committee</td>
<td>Electronic</td>
</tr>
<tr>
<td>Winter 2018</td>
<td>Presentation #1</td>
<td>Program Evaluation Committee</td>
<td>Meetings</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>Town Hall #1 Evaluation Recommendation Decision Contract negotiations</td>
<td>Dining Advisory Board (open) RFP Team, Program Evaluation Committee RFP Team, Program Evaluation Committee University Leadership</td>
<td>Meetings-Open Meeting Meeting Meeting, Electronic</td>
</tr>
</tbody>
</table>
What is the process/schedule?

<table>
<thead>
<tr>
<th>PHASE III (Summer/Fall 2019)</th>
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<tbody>
<tr>
<td><strong>When</strong></td>
</tr>
<tr>
<td>Summer 2019</td>
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<tr>
<td>Fall 2019</td>
</tr>
</tbody>
</table>
**How can the community/students share comments and ideas?**

<table>
<thead>
<tr>
<th>When</th>
<th>How</th>
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</thead>
<tbody>
<tr>
<td>Now</td>
<td>Student groups, email <a href="mailto:NYUDiningRFP@nyu.edu">NYUDiningRFP@nyu.edu</a>, webpage</td>
</tr>
<tr>
<td>Summer/Fall</td>
<td>Survey Platform, DAB, Student, Faculty, Administrative meetings</td>
</tr>
<tr>
<td>Winter</td>
<td>Town hall meeting with finalists</td>
</tr>
</tbody>
</table>

Other ideas?
Chair’s Report
Chair’s Report

Michael McCaw, AMC Chair

● April post-meeting survey feedback

● Administrators’ involvement in the Global Network University initiatives

● Thanks and Acknowledgements
2017-18 Give-A-Violet Award Recipients

Victoria Bill, Tandon
Beryl Bowden, University Enrollment Management
Ann Cheng, Office of the President
Romeo Kumar, Courant Institute
Surabhi Lal, Wagner
Jingyi Liu, NYU Shanghai
Jonathan Maynard, Global Programs
Greg Mendez, University Human Resources
Emily Mervosh, Student Affairs
Brian Perillo, University Development & Alumni Relations
Eileen Reynolds, University Relations & Public Affairs
Donovan Trent, Capital Projects and Facilities
2017-18 Distinguished Administrator Award Recipients

Laura Chen-Schultz, Office of the Provost

Barbara Landress, School of Law

Patricia Mouzakitis, NYU Shanghai

Peter Sheehan, Office of Budget and Financial Planning

Robyn Weiss, Student Affairs
Announcement of the First AMC Distinguished Representative Award Recipient
AMC Distinguished Representative Award Criteria:

- Exemplary service
- Sustained leadership
- Active contributor

Award Committee:

- AMC Chairpersons Working Group
  - Michael McCaw (2017-19 Chairperson)
  - David Vintinner (2014-16 Chairperson)
  - David Vogelsang (2012-14 Chairperson)
  - Seamus Mullin, Administrative Coordinator
AMC DeSantis Distinguished Representative Award Recipient

John DeSantis
Treasurer’s Report
Treasurer’s Report

Daniel Holub, AMC Treasurer
AMC Budget AY1718

AMC Meetings (Space, Food & AV) (59.00%)
General Operating Costs (2.00%)
Retirees Lunch (3.00%)
Hamilton Town Hall Event (6.00%)

Computer Software (Open AMC) (14.00%)
Community Service (5.00%)
Divisional Networking Events (4.00%)
Community Co-Sponsored Events (4.00%)
AMC Art Show (3.00%)

Operating Budget $77,596.03
Secretary’s Report
Secretary’s Report
Katrina Denney, AMC Secretary

Communications Committee
Administrative Coordinator
Post-Meeting Surveys
Upgrading attendance systems
Administrative Coordinator’s Report

Seamus Mullin, AMC & UHR
Committee Chairs’ Reports
Administrators Inclusion, Diversity, and Equity Committee

Co-Chairs: Justine Kelly-Fierro, Steinhardt; Danielle Mebert, SPS

amc.aide@nyu.edu

- **AIDE Summer Book Club Schedule**

- **Next committee meeting:**
  - Wednesday, May 9th from 9:30am - 11:00am
  - 53 Washington Square South, Room 607
Community Service Committee

Chair: Carrie Meconis, Tisch
amc.community.service@nyu.edu

- Thanksgiving Food Drive
- Holiday Toy Drive
- 2 Blood Drives (Fall & Spring)
- Used Book Drive
- Recycling Drive
- Adopt A School: “Books & Bucks” Campaign Update
Communications Committee

Chair: Nadia Cureton, Stern
amc.communications@nyu.edu
OpenAMC

Snapshot

» Soft launch on December 12, 2017
» Reminder email on February 1, 2018
» 4425 members
» 575 (13%) unique administrators engaging
» 31 ideas posted
» 2628 votes
» 84 comments
Just launched...

Refreshed AMC Website

» Highlight photos to reflect the **approachability** of the AMC

» Easier for administrators to **learn more** about and **engage** with the AMC

» **Showcase** committee work with dedicated pages
Professional Development Committee

Chair: Marni Vassallo, Steinhardt
amc.professional.development@nyu.edu

- **AMC Mentoring Program Application** is open!
  - Please visit [www.tinyurl.com/nyuamcmentoring](http://www.tinyurl.com/nyuamcmentoring) for more information.

- **Save the date for the next AMC Resume Refresher!**
  - July 18th from 12pm - 2pm
Special Events Committee

Chair: Julie Kaplan, FAS
amc.special.events@nyu.edu

- Special Events Committee 2017-2018 Highlights:
  - AMC Town Hall with President Hamilton
  - 30th Annual Retirees Luncheon
  - 21st Annual Administrators Art Show, coming up!

- AMC Summer Tea, co-hosted by the AMC Professional Development Committee, will be held in July. Details to follow!
Ad-Hoc Data, Evaluation, and Research Committee
*Chair: Melissa Bonaparte, Steinhardt*
[Email] melissa.bonaparte@nyu.edu

- If anyone is interested to join this new committee, please email Melissa!
Naughty Knitters

1,520 ITEMS

- 301 baby blankets
- 80 scarves for the US
- 588 scarves and hats for the Lower East Side Girls' Club
- 61 cat mats
- 20 children’s blankets
- 470 teddy bears
AMC Senator Videos
Nominations and Elections Committee
Chair: David Vintinner, University Enrollment Management
amc.elections@nyu.edu

AMC Senator Candidates
amc.info@nyu.edu