MINUTES OF A STATED MEETING OF THE
ADMINISTRATIVE MANAGEMENT COUNCIL GENERAL MEETING

A stated General Meeting of the New York University Administrative Management Council was held on Tuesday, August 14, 2018 at 12:00 p.m., in the Colloquium Room located on the 5th floor of the Global Center for Academic and Spiritual Life at 238 Thompson Street. The meeting was convened with Mike McCaw as the AMC Chair. AMC Chair, Mike McCaw opened the meeting by welcoming members of the AMC and calling the meeting to order at 12:04 pm.

● Preliminary Matters
  ○ Call to Order and Approval of Minutes Michael McCaw

● Guest Presentation (not verbatim)
  ○ NYU Budget for the Fiscal Year Stephanie Pianka
    ■ Key drivers are strategic priorities of the university
    ● Affordability
    ● The sciences
    ● Student success
    ● Equity Diversity and inclusion
    ● University Development
    ● Work Life Balance
  ○ Investments for funding new online programs
  ○ Campus security, IT security and UDAR
  ○ UG increase in tuition is 2.7% (.2 lower than FY 2018)
  ○ 2.5 salary increase for admin and faculty.
    ■ Question posed re: The 2.5% that was included about the Administrator Salary. The benefits committee was being told that 2.0 percent is for AMI and .5 percent for a bonus and retention pool. Response: “That is not what I believe to be true and I can send the committee more information.”
    ■ Question posed re: Investment in UDAR - Reply: “We are funding 9 new headcounts in fundraising in alumni affairs, also increasing for presidential fundraising events.”

● Reports
  ○ Chairperson Michael McCaw
    ■ AMC Senate Financial Affairs Committee (SFAC) Letter response
      ● $10,000 Increase in AMC Budget, largely due to Ideascale
- Board of Trustees response to University Senate resolutions requesting T-FSC, C-FSC, and SSC representation on University Board of Trustees
- Reminder of the AMC Events Calendar page

- Administrative Coordinator  Seamus Mullin
  - Senior Unit Rep Coordination - Google groups and efficient comms

- Committee Reports
  - Administrators’ Inclusion, Diversity, and Equity Committee
    - Next committee meeting: Wednesday, August 15th from 12:00 PM - 1:30 PM 82 Washington Square East, 3rd Floor Conference Room
  - Benefits Committee
    - Fall Benefits Spotlight: Student Loan Repayment Friday, October 12th from 12:00 PM - 1:15 PM (Tisch Hall, Gould Plaza) Highlights public student loan repayment and forgiveness plans
    - Spring Benefits Spotlight: Upcoming changes to tuition remission
    - Seeking volunteers and new committee members for subcommittee topics on:
      - OpenAMC benefits related ideas
      - Follow up on benefits changes communications
    - Vacation Day/Snow Day policy
    - Next committee meeting: Friday, September 7th from 12:00 PM - 1:00 PM (721 Broadway, Room 1121) Guest Presentation: Trish Halley, AVP for Global Benefits
  - Community Service Committee
    - Summer Blood Drive Thursday, August 16th from 10:00am - 4:00pm; 721 Broadway. Sign up at www.tinyurl.com/NYUAMCGives
    - Next committee meetings: Tuesday, September 18th from 12:30pm - 1:30pm. Future fall meetings will be held on the third Tuesday of every month
  - Communications Committee
    - Committee meeting dates - Time: 12:00 PM -1:15 PM (BYOL) - Tisch Hall, 40 West 4th Street, T-530 (5th floor)
      - September 4th
      - October 1st
      - November 5th
      - December 3rd
  - Nominations and Elections
    - Welcoming our new Executive Officers  Pamela Stewart as Treasurer and Alan Watson as Secretary
  - Professional Development Committee
- Summer events recap
  - Speed Networking Mixer
  - Resume Refresher
- Mentoring Program updates
- Next committee meeting: Thursday, September 13th from 3:30 PM - 4:30 PM

- Special Events
  - 21st Annual AMC Art Show gallery open through September 19th
  - Save the date for AMC Town Hall with President Hamilton Tuesday, November 6th

- Research and Assessment Committee
  - Call for volunteers!

- **Presentation - Supplier Diversity**
  - Ines Eden, Supplier Diversity Manager
  - Wayne Cook, Procurement Category Lead
  - (Presentation attached)

  - Getting the word out about choosing diverse suppliers (women/minority/LGBTQ/Veteran owned business)
  - Call for Diversity Advocates to help spread the word and please let us know if you know of diverse businesses.

- **Announcements**
  - WiSA (Women in Student Affairs) are hosting a "meet & greet" on Wednesday, September 12th (tentative).

    For more information, including opportunities to collaborate, co-host, and/or promote, please contact Sarah Rosenthal at sarah.rosenthal@nyu.edu

  - AMC September Meeting
    - Tuesday, September 11th, 9:00 AM - 10:30 AM - Colloquium Room, Global Center

- **Adjournment**

  There being no more business, the meeting was adjourned at 1:19 PM

Respectfully submitted,

Alan Watson
AMC Secretary
Using your phone, send a text message with **AMC** as the message to the following number:

**376-07**
Agenda

● Call to Order

● Guest Presentation
  ○ Stephanie Pianka, CFO

● Reports

● General Announcements
Call to Order
Using your phone, send a text message with **AMC** as the message to the following number:

376-07

Participate by texting your response.
What is something that has made you happy this summer?
Stephanie Pianka
Senior Vice President for Finance and Budget
Chief Financial Officer
What question would you like to ask Stephanie Pianka?
Reports
Chair’s Report

Michael McCaw, AMC Chair

- AMC Senate Financial Affairs Committee (SFAC) Letter response
- Board of Trustees response to University Senate resolutions requesting T-FSC, C-FSC, and SSC representation on University Board of Trustees
- AMC Events Calendar page
Administrative Coordinator’s Report
Seamus Mullin, AMC/UHR Coordinator

- AMC Senior Unit Representatives (SUR) coordination
- AMC Officers and Committee Chairs meeting with Sabrina Ellis
- AIDE Summer Book Club
Administrators’ Inclusion, Diversity, and Equity Committee

Chair: Justine Kelly-Fierro, Steinhardt
amc.aide@nyu.edu

● Next committee meeting:
  ○ Wednesday, August 15th from 12:00 PM - 1:30 PM
  ○ 82 Washington Square East, 3rd Floor Conference Room
Benefits Committee

Chair: Stevin Azo Michels, Tisch; Vice Chair: Cristina Fowler, URPA

amc.benefits@nyu.edu

- **Fall Benefits Spotlight: Student Loan Repayment**
  - Friday, October 12th from 12:00 PM - 1:15 PM (Tisch Hall, Gould Plaza)
  - Highlights public student loan repayment and forgiveness plans

- **Spring Benefits Spotlight**: Upcoming changes to tuition remission

- **Seeking volunteers and new committee members for subcommittee topics on:**
  - OpenAMC benefits related ideas
  - Follow up on benefits changes communications
  - Vacation Day/Snow Day policy

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  - Guest Presentation: Trish Halley, AVP for Global Benefits
Community Service Committee

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

- **Summer Blood Drive**
  - Thursday, August 16th from 10:00am - 4:00pm; 721 Broadway
  - Sign up at [www.tinyurl.com/NYUAMCGives](http://www.tinyurl.com/NYUAMCGives)

- **Next committee meetings:**
  - Tuesday, September 18th from 12:30pm - 1:30pm
  - Future fall meetings will be held on the third Tuesday of every month
Communications Committee

Chair: Cassandra Bizzaro, Stern

amc.communications@nyu.edu

- Committee meeting dates
  - Time: 12:00 PM -1:15 PM (BYOL)
  - Location: Tisch Hall, 40 West 4th Street, T-530 (5th floor)
    - September 4th
    - October 1st
    - November 5th
    - December 3rd
Nominations and Elections Committee
Chair: David Vintinner, University Enrollment Management
amc.elections@nyu.edu

Officers (2018-2019)
- Michael McCaw (IT), Chair
- Katrina Denney (FAS), Vice Chair
- Pamela Stewart (Steinhardt), Treasurer
- Alan Watson (Tisch), Secretary

Senators (2018-2020)
- Regina Drew (URPA), Senator
- Katie Santo (URPA), Senator
- Juan Tie (Operations), Senator
- Mark Cariaso (Finance), Alternate Senator
- Nadia Cureton (Stern), Alternate Senator
- Stevin Azo Michels (Tisch), Alternate Senator
- Marcos Suazo (IT), Alternate Senator
Professional Development Committee

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

- Summer events recap
  - Speed Networking Mixer
  - Resume Refresher

- Mentoring Program updates

- Next committee meeting:
  - Thursday, September 13th from 3:30 PM - 4:30 PM
Special Events Committee

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

● 21st Annual AMC Art Show gallery open through September 19th

● Save the date for AMC Town Hall with President Hamilton
  ○ Tuesday, November 6th
Research and Assessment Committee

Chair: Melissa Bonaparte, Steinhardt
amc.data@nyu.edu

- Call for volunteers!
General Announcements
Supplier Diversity:
Become an Advocate!

Ines Eden, Supplier Diversity Manager
Wayne Cook, Procurement Category Lead

8/14/2018
What is Supplier Diversity?

Supplier Diversity is the active inclusion of small and diverse suppliers in our supply base. Types of diverse suppliers include:

• Minority Business Enterprises*
• Women Business Enterprises*
• LGBTQ Owned Businesses*
• Veteran Owned Businesses*
• Disabled Owned Businesses*

*All businesses must be owned by 51% or more of the diverse designation

NYU Spent $66 Million dollars with small and diverse businesses in 2017!
Why is Supplier Diversity Important?

• **Diversity and Inclusion**
  • Just like how it’s important to have a diverse workforce it is equally important to have diverse suppliers

• **Contractual Obligations**
  • At the state and local level utilization of small and diverse businesses is sometimes mandatory

• **Social Responsibility**
  • Purchasing goods and services from local diverse businesses helps NYU give back to the community and local economy

• **Agility, Innovation, Competition**
  • Small and diverse businesses tend to be agile, innovative, and more willing to meet the demands and needs of their customers – this leads to healthy competition amongst our suppliers which means we get better pricing and faster service
How Can You Help?

• **Become a Supplier Diversity advocate!**
  • Contact us
  • Sign up
  • Spread the word

• **Know of a diverse business? – Let us know**

• **Ask Procurement**
  • If you buy goods or services for your department ask procurement if they know of diverse suppliers who can fulfill your needs

• **Give Feedback/ Suggestions**
  • If you have experience in this area let us know!
Contact Information

• Ines Eden, Supplier Diversity Manager
  • 212-998-1069
  • ias212@nyu.edu

• Scott Lewis, Communications Manager
  • 212-998-1201
  • scott.lewis@nyu.edu

• Wayne Cook, Procurement Category Lead
  • 212-998-1352
  • wlc5@nyu.edu
Upcoming Events

- **WiSA (Women in Student Affairs) are hosting a "meet & greet" on Wednesday, September 12th (tentative).**
  - For more information, including opportunities to collaborate, co-host, and/or promote, please contact Sarah Rosenthal at sarah.rosenthal@nyu.edu
Upcoming Events

- AMC September Meeting
  - Tuesday, September 11th, 9:00 AM - 10:30 AM
  - Colloquium Room, Global Center
amc.info@nyu.edu
Donate blood, Save lives!

Thursday, August 16th
10 am – 4 pm
NYU – 721 Broadway - Riese Student Lounge (1st floor)

REQUIREMENTS:
- Bring a picture ID or NYBC Donor Card
- Be between the ages of 16 – 76 (16 years olds need parental/guardian consent)
- Must be feeling well
- Minimum weight 110 lbs
- Eat well & drink fluids before donating
- No tattoos for the past 12 months


ALSO, Please join us as we make a difference fighting discrimination.

We also ask you to address the systematic discrimination perpetuated by the non-medically sound policies of the U.S. Food and Drug Administration as they relate to blood donation eligibility. These policies perpetuate discrimination and ignorance and do not result in a safer blood donation pool.

We encourage you to become more vocal in revising these policies by becoming more educated and contacting your elected officials.