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, October 9, 2018 at 9:00 a.m., in the Grand Hall 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 9:10 am.

I. Preliminary Matters
   a. Call to Order and Approval of Minutes
   b. Updates and factoids from University senate
      i. NYU rank is rising - overall #30
      ii. 12% increase in undergraduate applications - 75,230
      iii. Median SAT = 1430 (up 50 points)
      iv. Class of 2022: 30% underrepresented
      v. First year retention rate is now 94% (goal is 96% by 2020)
      vi. External funded programs = $600+million
      vii. 155 mega grants (1.75 mil+) submitted
      viii. $716,000,000 fundraising for 2017-18
      ix. #27 in “sticker price” for tuition and fees
      x. 4,142 student enrolled in online programs
      xi. #1 table tennis team in the world

II. Reports
   a. Chairperson
   b. Administrative Coordinator
      i. Grounds 2 Grow On
         ii. The NYU Sustainability Office has negotiated a free contract for any NYU office that would like to sign up for the program. More information about the program is available online both on the NYU Sustainability website as well as the Keurig website.
         iii. Interested offices should reach out to Brian DePaul (Brian.DePaul@gmcr.com) for a FREE account to request the boxes.
iv. Once you fill them up with used k-cups, you can schedule a UPS pick-up with the pre-paid label provided.

c. Committee Reports
i. Administrators’ Inclusion, Diversity, and Equity Committee
   1. Event coming soon regarding negotiation (regarding pay) and a pay-equity
   2. Next meeting - Wednesday, October 17th, 9:30am - 11:00am Room TBD

ii. Benefits
   1. Reminder that benefits spotlight on Loan Forgiveness is Friday October 11th 12:00pm - 1:00pm at 40 West 4th Street, New York NY. (While it is “sold out,” standing room may be available)
   2. Walking Team for the benefits walking challenges.
   3. Next Meeting Friday, November 2nd from 12:00 PM - 1:00 PM - 721 Broadway, 11th Floor Conference Room

iii. Community Service
   1. Working with Research and Assessment to survey the amount of Administrators that are currently engaging in community services
   2. Thanksgiving food drive - call for site coordinators
   3. Next meeting is Tuesday, October 16th from 12:30pm - 1:30pm 721 Broadway, 9th Floor Conference Room

iv. Professional Development
   1. Mentoring program kicked off last week. 40 new pairs
   2. Next meeting is Thursday October 18th from 3:30 PM - 4:30 PM 239 Greene Street, Room 412
   3. “Building Your LinkedIn Profile to Showcase Your NYU Success Story”
      a. Tuesday, October 23rd from 1:00 PM - 2:00 PM 239 Greene Street, Room 302 - RSVP required; will be added to the AMC Events Calendar shortly

v. Nominations and Elections
   1. Welcome to the 34 new reps that are serving this year
   2. Several units have rep/alt vacancies. Quick reminder to AMC Senior Unit Representatives on how to fill vacant slots:
      a. Identify an administrator.
      b. Receive consent from all of your unit’s full representatives to appoint the administrator.
      c. Email amc.elections@nyu.edu

vi. Communications Committee
1. Emma/Campaign monitor will start to be used for our communication, so new layouts will be rolling out soon. 
   Their next meeting is Monday November 12 to 1:15pm

vii. Research and Assessment Committee
   1. Next meeting: Thursday, October 18, 2018 · 12:30pm - 1:30pm EDT.

III. Guest Presentations
a. Office of Sustainability  Cecil Scheib
   i. Sustainability is a high priority for President Hamilton, as it is for many students, faculty and employees.
   ii. Carbon Goal (starting from 2006)
      1. 30% in 5 years - Even though we committed to doing it in 10 years
         a. This resulted in savings of 15 million dollars each year!
      2. 50% by 2025
      3. Carbon Neutral by 2020!
   iii. Old building are the a huge drain. The windows leak air and 15,000 calls regarding temperature adjustment are sent to the client services center each year.
   iv. Huge improvements have been made on buildings like 370 Jay and Brittany Hall, mainly dealing with windows. NYU will be helping improve spaces by the Carbon goal, but only once per building.
   v. While NYU is making great strides, there are still a lot of simple strides, (low hanging fruit) where we can still make big changes.
   vi. Green event’s guide
   vii. Green Grants are available
   viii. Question regarding low tech options that can help? In some buildings they have a water saving toilet, that we have to use twice to work properly. Response: There are plenty of great models that work, a lot of the problems that exist is in choosing the right models of everything from toilets to air conditioning systems.
   ix. Question about where to compost at NYU. Response: The challenge is collection points. Right now there are points in the dining halls and residence halls, but we are not able to add new ones for every building. We are working with the city to try and increase the collection points.
   x. Question about whether or not we’re doing enough, given the reports from the UN. Response: NYU is leading with it’s carbon goals, but we need to continue to inspire others in the city and the country.

b. Office of Global Benefits Samantha Fudge & Daniel Laveau
   i. 2019 Annual Enrollment dates:
      1. Monday, October 22 through Monday, November 5
   ii. Benefit Fairs scheduled for:
1. Wednesday, October 24, Wasserman, 10 a.m. to 2 p.m.
2. Tuesday, October 30, Tandon, 10 a.m. to 2 p.m.
3. Thursday, November 1, Kimmel Center, 10 a.m. to 2 p.m.

iii. Enhancements to the Medical Plans for 1/1/2019
(A full length presentation will be shared with the AMC)

1. Value and Advantage plans: In addition to in-network preventive mammograms which are currently covered at 100% prior to the deductible, effective 1/1/2019, in-network diagnostic mammograms and in-network preventive and diagnostic breast ultrasounds will also be paid at 100% prior to the deductible.
2. The HDHP with HSA plan: In addition to in-network preventive mammograms which are currently covered at 100% prior to the deductible, effective 1/1/2019, in-network preventive breast ultrasounds will also be paid at 100% prior to the deductible. (Due to IRS regulations governing health savings accounts, only preventive coverage can be provided before the plan deductible is satisfied).
3. NYU Langone Virtual Urgent Care: Receive care and treatment from an NYU Langone physician for a range of non-emergency health issues from the comfort of your home or office from your phone or tablet.

IV. General Announcements

a. Young Professionals @ NYU Working Group is starting to form. An Idea is on Open AMC. (Young Professionals @ NYU Working Group - Call for interest) Mon 15 12-2 at the Public Safety building mia.rubel@nyu.edu

b. AMC Parents Group will hold its first Working Mothers Support Group meeting of the semester in partnership with the NYU Work-Life Office.
   i. Thursday, October 11th from 12:00 PM - 1:00 PM. 245 Mercer Street, Conference Room Please RSVP if you are planning to attend. Light lunch will be provided.
   ii. Did you know? The AMC has an AMC Parents Swap Facebook Group page. (for clothes and toys) https://www.facebook.com/groups/NYUAMCParentsSwap/

c. 16th Annual Supplier Expo: Over 50 key suppliers and NYU departments will be exhibiting. Lots of give-a-ways! Fill-out an exit survey and receive a special free gift while supplies last!
   i. Friday October 12th, 11:00 AM to 2:00 PM Kimmel Center, 4th Floor, Eisner and Lubin Auditorium Contact: Scott Lewis, scott.lewis@nyu.edu

d. NYU Global Walking Challenge begins October 16th.
   i. For more information, please visit https://www.nyu.edu/employees/life-wellness/livesmart/global-walking-contest.html
   1. Join an AMC Team!
      a. TeamAMC
      b. AMC Benefits Committee Team

e. AMC Town Hall with President Andrew Hamilton will be held on Tuesday, November 6th from 9:00 AM - 10:30 AM in the Rosenthal Pavilion, 10th Floor, Kimmel Center.

f. AMC November Meeting will be held on Tuesday, November 13th from 9:00 AM - 10:30 AM in the Eisner and Lubin Auditorium, 4th Floor, Kimmel Center.
V. Adjournment
   a. There being no more business, the meeting was adjourned at 10:32 AM

Respectfully submitted,

Alan Watson
AMC Secretary