

ACIR Meeting Minutes for Jan. 31, 2013

Current as of: 02.20.13

Attendees (*voting member):

*Terra Lawson-Remer (Faculty, Chair)

*Ian Morlan (Staff)

*Susan Sawyer (Staff)

*Izza Aftab (Student Representative)

Jens Astrup (Research Assistant)

Brandt Weathers (Research Assistant)

Larry Woods (Finance Office)

Frank Barletta (Finance Office)

Linda Hird (Finance Office)

Topic	Discussion/ Action/ Proposal	Responsibility/Time Frame
Last Meeting Minutes	No revisions to minutes. Ian motions to approve, Susan seconds.	RAs (Jens and Brandt) will publish minutes online.
Student Event	Terra request that Brandt and Jens modify the proposal to include two more sections: target audience and marketing plan. Terra also requests that the proposal highlight the “big idea” behind the event and to highlight the “Who, What, Where, When, and Why” of the event. The committee suggests contacting the Communications and External Affairs office as well as Jessica Hejtemanek. Terra also requests that an agenda of the event be placed into the proposal. Ian recommends contacting the relevant parties from universities which have divested. Frank notes that there may be two state pensions which are looking into divesting - CalPERS and the NY State Controller. Ian suggests that the ACIR contact the NSFP and CEA about the McKibben event as well.	RAs to add two more sections to event proposal, clarify language, and put goals up front on document. RAs to contact CEA (communications and external affairs) and Jessica Hejtemanek. RAs to contact NSFP (New School Free Press). Jens to bring document to USS (University Student Senate) for feedback and co-sponsorship consideration.
McKibben Event @ Cooper Union	Terra commends RAs for willingness to attend McKibben Event (350.org) at Cooper Union. Asks them to gather	RAs to circulate list for committee to contribute possible questions for Chris

	committee contributions for Q&A session. Terra also asks RAs to bring sign-up sheets to gather emails of interested people at McKibben event. Ian suggests that ACIR create a logo. RAs express ability to bring proofs next meeting. Malcolm asks if we as a committee are endorsing divestment through our participation. Terra clarifies that Bill McKibben and 350.org carry this stance, but for the sake of the ACIR's upcoming student event, we are looking to gather interested parties to have a discussion about divestment and the relevance of the growing movement to TNS.	to ask Bill McKibben RAs to bring sign-up sheet to event to promote TNS (The New School) Student Event RAs to bring logo proofs to next meeting
Proxy Process	RAs bring committee attention to proxy process updates. The document contains recommendations for a process for the ACIR to vote on proxy resolutions relevant to holdings and campaigns (CPST, environmental sustainability). Ian says he likes the idea of sharing the voting decisions within the annual report. Terra states that she would like more clarity in the process itself, so that it can act as a clear guide for years to come. Linda notes that our direct holdings company (one of The New School's	Susan to work with RAs to create proxy process. RAs to share all relevant documents and discussions with Susan. RAs and Susan to send around modified proxy process.

	investment managers) is willing to address proxy voting decisions, subject to workflow considerations. Terra suggests that proxy listings and deadlines should be the first step with investment managers. Frank recommends we share holdings info with our proxy database/research company (SI2 - Sustainable Investments Institute). Committee agrees. Izza asks for the deadline of proxies, Frank explains how proxy season typically develops. Terra recommends looking up previous years proxy resolutions to get an idea of proxy field for current year. Frank asks what we report if Investment Managers (IMs) give diverse responses to proxy voting decisions. Terra recommends simply giving sense of how many IMs respond a certain way, treating responses categorically. Terra suggests, with Ian agreeing, that reporting this info in annual report would be good educational tool for all involved. Malcolm asks for clarification regarding proxy voting recommendations. Frank explains that we will attempt to vote categorically to avoid excessively detailed decision-making. Frank then recommends that RAs examine proxy deadlines on corporate public relations	
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	websites.	
Faculty Luncheon	Terra briefly explains plans for UFS (University Faculty Senate) co-sponsorship plans and luncheon details. Larry states that Chartwells order can be performed today or tomorrow. Discussion arises regarding room sizes, chartwells order, and number of expected attendees. Terra states that the luncheon could be moved if less than 8 people are expected to attend. Linda asks about including part-time staff. Terra states this decision will be subject to UFS discussion and further planning, but no objections exist. Terra asks RAs to share list of invited professors for committee contributions.	RAs to share list of invited professors with committee. Larry to order Chartwells for Luncheon.
CPST Campaign Update	RAs share campaign update document. Ian indicates grammar mistakes. Terra asks what should be next in the campaign. Brandt points out that much of the immediate steps overlap with proxy resolution process. Terra gives report about meeting with TIAA-CREF. Suggests that future cooperation may be less fruitful than originally desired. Terra opts to write up letter suggested in campaign document.	RAs to put items 9 and 10 on next meetings agenda, to be examined with Bevis's presence. Terra to pen letter suggested in campaign document. RAs to get corporate info on direct holdings.

	Malcolm asks how writing a letter to corporations might work. Suggests we hold off and write letters of greatest return on investment first. Terra asks that item #2 be expanded to include indirect holdings as well. Ian asks about political letter writing. Susan suggests we wait until after SEC decision. Terra agrees. Terra asks that RAs get mailing and electronic communication info for direct holdings corporations.	
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