



**CHARTER OF THE VOLUNTARY EMPLOYEE
BENEFICIARY ASSOCIATION (VEBA) COMMITTEE
FOR THE UNIVERSITY OF NEW MEXICO
RETIREE WELFARE BENEFIT TRUST**

I. Purpose

This Charter contains the entire understanding of the VEBA Committee and supersedes all prior Charters. In conjunction with the University of New Mexico Retiree Welfare Benefit Plan (“Plan”) and the University of New Mexico Retiree Welfare Benefit Trust document (“Trust Document”), this Charter outlines the responsibilities of the VEBA Committee. The VEBA Committee is responsible for the oversight of the investments of the Trust Fund and the administration of benefits pursuant to the Plan.

II. VEBA Committee Membership

The VEBA Committee shall consist of nine (9) members:

The Controller or Designee;
Vice President of Human Resources or Designee
Two Faculty Appointees recommended by Provost and appointed by the President;
Two Staff Appointees recommended by the Staff Council President and appointed by the President;
Member of the Debt Investment Advisory Committee (DIAC, ex officio, appointed by the President);
and
Two Presidential Appointees

The VEBA Committee may, by resolution, create one or more subcommittees, including an Investment Subcommittee and Appeals Subcommittee, each consisting of two or more VEBA Committee members, to serve at the discretion of the VEBA Committee. The subcommittees shall have such powers as may be delegated by the VEBA Committee. The VEBA Committee may, at any time, revoke or modify any or all of the authority that the VEBA Committee has delegated to a subcommittee, increase or decrease (but not below two) the number of members of a subcommittee, and fill vacancies on a subcommittee from the members of the VEBA Committee.

III. Membership Duties and Responsibilities

The VEBA Committee shall identify members to serve in the following roles: Chairperson and Vice-Chairperson, and shall elect individuals to serve in these roles annually

The **Chair** shall be responsible for:

- Chairing meetings;



- Ensuring all relevant information and documents is made available to all VEBA Committee members;
- Ensure that the public is adequately notified of meetings in accordance with the Open Meetings Act;
- Ensuring the VEBA Committee is operating according to its rules identified in the Trust Document;
- Initiating and overseeing activities and projects; and
- Representing the VEBA Committee at external meetings and events.

The **Vice-Chair** shall have and exercise all powers and duties of the Chair for meetings over which he or she is called to preside which the Chair cannot attend.

All VEBA **Committee members** individually commit to:

- Upholding the values and objectives of the organization;
- Giving adequate time and energy to the duties of being a VEBA Committee member; and
- Acting with integrity and avoiding or declaring personal conflicts of interest in keeping with UNM Business Policy 3720; and
- Acting in compliance with VEBA documents, University policies, and applicable law.

IV. Organization

The VEBA Committee shall meet semi-annually in February and September to review the financial status of the Trust and shall meet more frequently as circumstances require. The VEBA Committee shall keep minutes and provide reports to the appropriate designees as required in the Trust Document. The VEBA Committee is committed to full transparency in all its actions and will comply with the provisions of the New Mexico Open Meetings Act, Section 10-15-1 NMSA 1978, *et seq.*, as amended.



SIGNATURE PAGE

Each member of the VEBA Committee has reviewed this Charter and hereby acknowledges his/her obligations.

Norma Allen

Norma Allen
University Controller
Main Campus Financial Services

Date: Mar 27, 2023

Shawn Berman

Shawn Berman
Professor
Anderson Schools of Management

Date: Mar 27, 2023

Teresa A. Costantinidis

Teresa Costantinidis
Senior Vice President, Finance & Admin.
Administration

Date: Mar 27, 2023

Denece Kesler

[DeneceKesler \(Apr 5, 2023 10:23 MDT\)](#)

Denece Kesler
Professor
IM Division of Epidemiology

Date: Apr 5, 2023

Cristina V. Beato

[Cristina V. Beato MD \(Mar 27, 2023 18:20 MDT\)](#)

Cristina Beato
Clinician Ed Associate Professor
Family & Community Medicine

Date: Mar 27, 2023

Kevin Stevenson

[Kevin Stevenson \(Mar 27, 2023 13:41 MDT\)](#)

Kevin Stevenson
Assistant Vice President
Human Resources

Date: Mar 27, 2023

Hans Barsun

[Hans Barsun \(Mar 27, 2023 12:15 MDT\)](#)

Hans Barsun
University Utilities Engineer
Physical Plant Department

Date: Mar 27, 2023

Nicole Dopson

Nicole Dopson
Director, Financial Operations
Provost General Administration

Date: Mar 27, 2023

Vacant Staff Council Appointee

Date: _____