## Minutes

**UNM Retirement Plan Investment Committee (RPIC)**  
**Wednesday, January 24, 2018 / 10:00 am – 11:30 am / UNM Business Center, Room 1016**

**PRESENT:** Dave Collymore, Brenda De La Pena, Cherie Knight, Patty McLaughlin, Keith Mellor, Gianna Mendoza, Sarah Stith  
**ABSENT:** Craig White  
**GUESTS:**

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| 1. a. Approval of the January 24, 2018 RPIC Agenda  
  b. Approval of the December 11, 2017 RPIC minutes | Keith Mellor, Chairperson | 2 min (10:00-10:01 am) | a. Call to order, confirmation of a quorum and approval of agenda. Chairperson Mellor called the meeting to order at 10:00 am. A quorum was confirmed. **The motion to approve the agenda passed unanimously with a quorum of the RPIC members present and voting. (1st Collymore, 2nd Stith).**  
  b. Minutes approved. |
| 2. a. Progress Update - Reproposed 403(b) and 457(b) Plan Documents | Cherie Knight, Secretary | 2 min (10:02-10:03 am) | a. Secretary Knight informed the committee that an updated 403(b) document and adoption agreement to replace previously reviewed ones was received from TIAA and Ascensus due to the IRS approving the documents that were previously received. Documents will be reviewed by committee members and external counsel. Tentative effective date is April 2018. |
| 3. Progress update on committee’s recent vote on a vendor deselection | Brenda De La Pena, Ex Officio | 10 min (10:04-10:13) | a. Brenda De La Pena discussed that MetLife has taken care of all pending business matters and the 30-day termination notification has been drafted with an unknown effective date. MetLife participants will receive a letter mailed to their home and an email will go out to all UNM employees (except students) informing them this vendor is no longer an option for new contributions or new accounts. |
| 4. a. Review highlights of TIAA Lower Cost Shares and/or Revenue Credit Program offer (Pending TIAA Availability)  
  b. Committee – Action Item - Vote on adopting offer(s) | Committee | 20 min (10:14-10:33 pm) | a. Secretary Knight reviewed the TIAA Lower Cost Shares and/or Revenue Credit Program offer.  
  b. A motion was made to approve the adoption of TIAA Lower Cost Shares and/or Revenue Credit Program. **The motion was approved to adopt the TIAA Lower Cost Shares and Revenue Credit** |
| 5. | a.  Progress Update – Add Brokerage to TIAA Fund Lineup  
   b.  Committee discuss pros and cons of time and expense required to add brokerage to VALIC and Voya lineups | Brenda De La Pena, Ex Officio  
   Cherie Knight, Secretary | 10 min  
   (10:34-10:43 am) | a.  Brenda De La Pena discussed this agenda item is still in process. 403(b) and 457(b) plan documents will need to be executed before TIAA brokerage account paperwork can move forward. 
   b.  |
| 6. | a.  Best date for next RPIC meetings – When will committee members not be available for a meeting in February and March? | Jamie Rickman, Administrative Support to RPIC | 7 min  
   (10:44-10:50 am) | Confirmed 2018 Meeting  
   February 28, 2018  
   March 29, 2018  
   April 19, 2018  
   May 16, 2018  
   All meeting 10:00 – 11:30 am |
| 7. | a.  Questions or additional comments | Committee | 8 min  
   (10:51-10:58 am) | No additional questions or comments |
| 8. | a.  Adjourn Meeting | Keith Mellor, Chairperson | 1 min  
   (10:59+ am) | The motion to adjourn the meeting was passed by unanimous vote with a quorum of RPIC members present at 11:01 am. |