



## UNIVERSITY OF CALIFORNIA RETIREE/EMERITI ADVISORY COMMITTEE CHARTER

### 1. Purpose

Engages with university officials (as a part of their stewardship responsibilities to UC annuitants), in a manner to facilitate open communication, clarify program objectives and promote efficient and effective program administration.

### 2. Responsibilities

- Engage with, provide assessment for, and provide counsel to the Vice President of Systemwide HR regarding benefits to retirees and emeriti
- Review of the suite of medical plans offered to retirees
- Assist with communication and outreach to retiree and emeriti community

### 3. Members

The UC Retiree/Emeriti Advisory Committee shall consist of 8 members. The 8 members are:

- UC Vice President of Human Resources (Ex-Officio)
- UC Associate Vice President of Total Rewards (Ex-Officio)
- Location Vice Chancellor of Administration/Vice Chancellor of Planning & Budget
- Representative of Senate Health Care Task Force/Academic Senate Appointee
- Council of University of California Emeriti Associations Representative (Chair Ex-Officio)
- Council of University of California Emeriti Associations Representative who also serves on its *Joint Benefit Committee*
- Council of University of California Retiree Associations Representative – Chair (Ex-Officio)
- Council of University of California Retiree Associations Representative who also serves on its *Joint Benefits Committee*

### 4. Meetings

- Meetings of the UC Retiree/Emeriti Advisory Committee will generally be held at the Office of the President in Oakland, California. Remote meeting option will also be available.
- Notice of all the UC Retiree/Emeriti Advisory Committee meetings will be prepared and distributed by a staff member approximately two weeks before each meeting in order to determine attendance and participation in the meeting. UC Retiree/Emeriti Advisory Committee members shall attend meetings in person or via videoconference or teleconference. Substitutions or proxies are not permitted.
- The Vice President, in consultation with staff, shall prepare and authorize for distribution the agenda and related agenda materials for the scheduled meeting one week in advance of the meeting date.
- Staff shall prepare draft minutes of all open meetings of the UC Retiree/Emeriti Advisory Committee and shall normally submit such draft minutes
- Specific individuals other than UC Retiree/Emeriti Advisory Committee or members of the Office of the President and Office of General Counsel who serve as staff to the Advisory committee may be called upon by the Vice President to participate in the presentation of one or more agenda items.

### 5. Duties of Systemwide HR

Consult with UC Vice President of Human Resources and UC Associate Vice President Total Rewards on items of importance for the committee.

- Develop meeting agendas in coordination with the Vice President Systemwide HR and the Associate Vice President of Total Rewards
- Conduct all committee meetings.
- Ensure the committee's goals are aligned with the principles described in section one and section two of this charter.