

Date: May 13, 2020
To: All Benefit Eligible Employees
From: Celeste Martinez, Director, Benefit Services
Subject: Important Employee Benefits Information

Dear NMSU Employee,

Medical and Dental Insurance Premium Increase: NMSU Benefit Services has been informed by the State of New Mexico that our rates for medical and dental coverage will increase by 3% effective July 1, 2020. Premium rates effective July 1, 2020 through June 30, 2021 are available at <https://benefits.nmsu.edu/>. Salary/Exempt employees will see the premium deduction change on the paycheck issued July 15, 2020. Hourly/Non-exempt employees will see the premium deduction change on the paycheck issued July 31, 2020 due to the lag in the payroll cycle.

As a reminder, the next opportunity to make changes to your medical, dental, vision, pre-tax premium, and flexible spending account plans will be during the annual Open Enrollment period in October, with changes effective January 1. Outside of the Open Enrollment period, changes to benefits may be made within 31 days from the date of certain [Qualifying Life Events](#). Our [Benefit Enrollment/Waiver form](#) was recently updated, please use the new form for changes.

9-month employees: 9-month employees pay for their medical and dental benefits for the fiscal year (July-June) over the academic year (August-May). Benefits continue automatically however if you do not return to employment in the Fall, your medical and dental coverage will end June 30. Other insurance benefits will end May 31.

Emergency Paid Leave: NMSU provides eligible employees with Emergency Paid Sick Leave and Emergency Family and Medical Leave Expansion if you are not able to work or telework due to specified COVID-19 related reasons 4/1/2020-12/31/2020. Please visit our website <https://benefits.nmsu.edu/leave-holidays/paid-leave-ffcra/> for information.

Retirees Returning to Work: All NMERB retirees are required to provide a copy of their approved NMERB [Return to Work \(RTW\) Application](#) to NMSU HR prior to employment start date at NMSU. Please see the [Return to Work Information for NMERB Retirees](#) from the NMERB regarding changes to the return to work options effective 5/20/2020. If you are currently an NMERB retiree and would like to change the RTW option that you are working under in July, it is recommended that you submit your application prior to June 16th. For retiree questions, please contact the NMERB at Member.Help@state.nm.us or 1-866-691-2345. As a reminder, all earned annual leave must be used or forfeited by June 30.

Beneficiary Reminder: We strongly recommend that employees keep their beneficiary designations up to date for their [NMERB retirement](#), [voluntary retirement plans](#) and [life insurance](#).

- [NMERB Form 42 Beneficiary Designation forms](#) should be mailed directly to the NMERB; we recommend following up to confirm the form was received and accepted. NMSU does not need or keep a copy.
- ARP Members contact the vendor, [TIAA](#) or [Fidelity](#), receiving your contributions to verify/update your beneficiary on record.
- Voluntary Retirement 403b and 457b Plans: contact the vendor receiving your contributions to verify/update your beneficiary on record.
- Group Life and Voluntary Life Insurances: submit a [Beneficiary Designation form](#) to NMSU Benefit Services.

Questions about benefits should be directed to benefits@nmsu.edu or 575-646-8000.