Tuition Recommendation Committee Charter

The Tuition Recommendation Committee is responsible for recommending the tuition and mandatory fee rates to the President who must in turn report and recommend mandatory tuition and fee to the Board of Trustees in accordance with ORS 352.102. The Board of Trustees shall request that the President transmit to the Board the joint tuition recommendation of the President and the recognized student government.

This committee is comprised of six students representing both campuses and appointed by the ASOIT president(s), two of which represent ASOIT and two of which represent historically underserved students of the university, as defined by the university; the Fiscal Operations Advisory Council (FOAC) chair and at least two administrators. Any changes to the Committee structure required by ORS 352.102, subsequent controlling statutes or Board Policy may be made without notification. The President shall designate one member to chair the committee.

Before making any recommendation to increase tuition and mandatory fees but especially when the proposed increase is more than five percent annually, the Committee must document its consideration of the impact on students, and the necessity of the increase in achieving the mission of the University. The Committee shall provide meaningful opportunities for members of the student government and students at large to participate in the process and deliberations.

The committee will meet at least twice during January – February. Its meetings shall be open to the public and broad notification of the meetings shall be made to the university community. The committee will consider the guidelines provided by the Board, information provided by the Administration, and such other matters as shall seem appropriate.

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Higher Education Coordinating Commission Consideration (DRAFT)

1. **Fostering an Inclusive and Transparent Tuition-Setting Process**

   Goals: Inclusion, Transparency

   Overview: Student engagement in tuition-setting decisions is a core priority for students, public universities, the state, and the HECC. The HECC seeks assurance that the tuition-setting process is open, fair and provides ample opportunities for student participation.

2. **Safeguarding Access and Support for Degree Completion by Historically Underrepresented Students**

   Goals: Mitigate impacts of tuition increase, Plan for use of additional state resources

   Overview: Funding for higher education in Oregon has steadily shifted away from the state General Fund and onto students and their families through tuition increases. In 2017, the Commission observed a disconnect between how institutional commitments to low-income students were made and how they were perceived by students. We believe this is due in part to levels of state investment that force universities to make difficult choices between keeping tuition affordable and investing in services and programs that help increase retention and graduation. The universities remain firmly committed to increasing the participation and completion of historically underrepresented students at every level.

3. **Financial Conditions Demonstrating the Need for Resident, Undergraduate Tuition to be Increased More than 5%**

   Goals: Explanation of cost drivers and revenue dynamics triggering tuition increase, Demonstrated consideration of alternatives, Implementation of cost containment efforts and long-term sustainability of the university

   Overview: The greatest factors driving tuition increases are declines in state funding for higher education and increases in mandated states such as PERS and PEBB. The tuition setting process presents an opportunity not only to describe the impact of cost pressures outside universities' direct control but also to understand institutional efforts to contain costs. Universities and the HECC agree that certain funding levels by the state must be met to cover state-mandated cost drivers.

   Additionally, although universities establish tuition rates annually, decisions about tuition consider the long-term consequences of annual decisions on the financial health of the institution, programs supporting student success, the quality of academic programs and the ability to recruit and retain faculty and staff.

Board of Trustees Tuition Policy Consideration

When setting tuition and fees, the Board may consider a number of factors, including the desire to
   (a) create affordable access to degree programs,
   (b) create a diverse student body,
   (c) maintain strong degree programs at every level,
   (d) develop and maintain the human and physical infrastructure necessary to support the university's educational outcome goals, and
   (e) maintain the fiscal integrity of the institution.

Board Policy on Tuition and Fee Process (Section 5.1)

Fiscal Operations Advisory Council (FOAC) Budget Development Principles

A. Invest in quality infrastructure for education of our students
B. Position the university to be attractive and supportive of students
C. Focus on growth in recruiting and retaining students
D. Build external connections and partnerships to support growth
E. Position faculty and staff for success including compensation, systems and supports
F. Consider and invest in the long-term position and strategy of the university
G. Support for class, course and resource planning management

Prior Year TRC Guiding Principles

Guiding Principles

- Consider long-term factors when recommending the single year decisions (important to have a forward looking vision)
- Recognize the importance of affordability for students
- Tuition levels should be developed using data and information, including internal budget, comparator institutions, and external cost indices.
- Ensure we maintain the current service level, quality and support that Oregon Tech provides to students.

Process Framework

- Communicate openly and transparently with all stakeholders
- The committee will utilize data and information throughout the process
- Communicate respectfully and ask questions