

ATTENDANCE

Brian Fox, <i>Chair</i>	Vice President for Finance and Administration	Klamath Falls
Richard Bailey, <i>FOAC Chair</i>	Department of Business Management, ETM	Klamath Falls
Erin Foley	Vice President for Student Affairs and Dean of Students	Klamath Falls
Erik Johnson	Director of Admissions	Klamath Falls
Faith Lee	Student Representative	Klamath Falls
Anne Malinowski	Assistant Registrar	Portland-Metro
Kathryn (Katie) Mura	Student Representative	Klamath Falls
Johnathan Nguyen	ASOIT President	Portland-Metro
Rosanna Overholser	Department of Mathematics, HAS	Klamath Falls
Junmin Yee	ASOIT President	Klamath Falls
Oswaldo Capistran-Perez	ASOIT Vice President	Portland-Metro

GUESTS

Cindy Childers	Accounting Manager	Klamath Falls
Karissa Guthrie	Accounts Receivable Manager	Klamath Falls
Stephanie Pope	Assistant Vice President for Budget & Planning	Klamath Falls
Farooq Sultan	Director of Institutional Research	Klamath Falls
Paul Titus	Executive Assistant to the Provost	Klamath Falls
David Jarvis	Fiscal Analyst	HECC

ABSENT

Taylor Kimura	Student Representative	Klamath Falls
Gary Kuleck	Provost and Vice President for Academic Affairs	Klamath Falls
Ernesto Hernandez	Student Representative	Klamath Falls

MINUTES

1. **Meeting called to order** *Brian Fox*
 - a. *Chair Fox* called the meeting to order at 3:03 pm.

2. **Tuition Setting Principles** *All*
 - a. *Chair Fox* shared the TRC calendar update with the group for review.
 - b. *Chair Fox* shared that the TRC timeline and tuition setting process was reviewed and approved during the Board Meeting on January 24.
 - c. *The Committee* reviewed the Tuition Setting Guiding Principles set by this group to follow.

3. Budget Drivers *Brian Fox*

- a. *Chair Fox* presented Power Point Long-Term Financial Planning. These same slides were shared with the Oregon Tech Board of Trustees during their January 24 Board Meeting. Revenue, Tuition and Expenses Budget Drivers were shared with graphs and data of history, current fiscal period and projections for the future.
- b. *Discussion:* There was group discussion on the Oregon Tech SSCM Funding per degree that shows the higher amount of funding that Oregon Tech receives because of its type of degree offerings.
- c. *David Jarvis* added that Oregon Tech offers high value degrees. The State appropriations are based on Mission (flat rate), Student Credit Hours (cost-related), and Degree Type (extra points for STEM related and equipment focus).
- d. *Chair Fox* added that we also receive extra points for some Health Care degrees. TRC should note that this type of state funding and the levels we receive will not remain this way in future years.

4. 5-Year Model *Stephanie Pope*

- a. *Stephanie Pope* reviewed the 5-Year Budget Model and explained the process. She presented the summary of the data, the history, current fiscal year and projections for future years. The template tool (built in excel format) is adjustable for different numbers and scenarios.
- b. *Chair Fox* would like to use the tool with some numbers and variables with help from Admissions enrollment projections. The tool will also be helpful to play with scenarios regarding investments and cuts to show the tuition rates and possibilities for Oregon Tech.
- c. *Erin Foley* clarified that the template tool has 5% tuition increase already built in.
- d. *Paul Titus* inquired about the Computer Replacement Plan.
- e. *Erin Foley* suggested that TRC do an exercise for 5% cuts and 3% increase so that we are prepared in both scenarios. This exercise will also help the group with the question of how does a cut effect the tuition recommendation. TRC should be sensitive to the tuition increase aspect as we want to do everything we can to keep the tuition increase at 5%. We know the other cost drivers and funding options from the State. What cuts does this mean for the rest of the University? What will it take for TRC to be willing to go above a 5% tuition increase?
- f. *Brian Fox* added that the exercise should show the investment model as well with cost drivers. What investments make sense for remissions and scholarships? What is the balance for tuition increases?
- g. *Junmin Yee* would like to see the scenario if flat funded by the State.
- h. The Budget & Planning Office will work on the assumptions and scenarios to provide a PDF format with a few models to start discussions for TRC meetings.

5. Tuition Comparisons (*Stephanie Pope*)

- a. *Stephanie Pope* presented the FY19 Undergraduate Tuition Comparison. This list shows the Resident and Non-Resident Tuition sorted from lowest to highest. This is tuition based only at 15 credits per term for three terms or 15 credits per semester for two semesters, no fees are calculated.

- b. *Erik Johnson* provided the schools for the list. The selected schools are based on some aspirational comparisons and some US News World Reports comparators and some State of Oregon comparators. We also used test score patterns and geographic proximity as most students usually stay within 500 miles of home.
- c. *Johnathan Nguyen* mentioned that his first observation is that Oregon Tech is listed as a cheaper STEM school. He has questions on our growth based on the recent Board Meeting presentation. Are we being conservative? Are we prepared to use any extra funds?
- d. *Erik Johnson* shared that enrollment is expected to be up. First time freshman is the priority for Admissions. Freshman are an investment and a lot of our work and recruitment focus is going to them. Admissions has made plans to engage freshman recruits where they are at, timelines have been moved up. Goals for the year will break records. In 2012, Oregon Tech had 404 first-time freshman. The minimum goal for 2019 is 424. The SEM division is also working on plans for the students we lose because of program based majors. There is work happening to showcase the institutional brand with options for a Plan A and Plan B as a way of recruiting to retain.
- e. *Discussion:* There was group discussion around retention and graduates. There should be enrollment forecast along with graduate projections to know real numbers of students and to find a balance. The group would like to see a few school comparators with differential tuition rates, as well as some community college comparators.
- f. *Faith Lee* shared that TRC should take into account that we should take into account a scenario for numbers of first-time freshman here for Fall term and some leave Oregon Tech by Winter term.
- g. *Richard Bailey* asked about Boeing tuition and if their process aligned with this TRC process.
- h. *Brian Fox* replied that Boeing, Online Education and a few specific programs do not work with this TRC process, because they are special general fund self-supporting units.
- i. *Erik Johnson* shared that Oregon Tech needs to consider Portland-Metro Freshman retention, as well. It is our commuter campus and our marketing/advertisement efforts should be clear about these expectations.
- j. *Brian Fox* shared what will be discussed at the next meeting: Enrollment forecast, scenarios and simulations, investments to think about during this process, the computer replacement plan, scholarship remissions, Portland-Metro freshman, and number of students in differential majors and not with comparison of other institutions.

6. Meeting Adjourned at 4:25 pm