

FOAC

Tuition Development Process Update

Summary

In order to ensure an annual consultative tuition development process the Board of Trustees, through its adoption of a tuition policy, has established the Tuition Recommendation Committee (TRC). The Committee's 2018-19 work plan is designed to conform to both university policy, meet the process requirements of HB 4141 (2018), satisfy the criteria established by the Higher Education Coordinating Commission (HECC) for approving tuition above five percent. Most importantly, however, the process is designed to provide for a consultative and inclusive tuition setting process focused on supporting student affordability, long-term sustainability of the university and ensuring high-quality degree programs. This docket item provides an update on the TRC process to date and relevant criteria for approving tuition at the HECC and state levels which have changed since the 2018 tuition setting process.

The TRC began meeting in late 2018 and has continued to meet throughout the Winter Term 2019, including hosting two student open forums led by ASOIT. These open forums are designed to provide meaningful opportunities for students at large to participate in the tuition setting process and elicit student feedback for the TRC and for ASOIT on their priorities during the tuition setting process. The forums also have provided an opportunity to inform the university community on the university's and state's budget. The TRC will conclude its process during April after students return from Spring Break. Two additional student forums will be held to solicit feedback for draft recommendations from the TRC.

Academic Year 2020 Tuition scenarios ranging from as low as 5% and as high as 30% have been discussed by the group based on different state budget scenarios. As greater certainty has recently been gained in the likely path of state funding from the Oregon Legislature the TRC has honed their thinking into a tighter tuition range, spanning 5-7% on the low end to 15-16% on the high end.

Tuition assumptions assume funding for the Public University Support Fund at \$777M or \$56.6M for Oregon Tech over the 2019-21 biennium. Significant uncertainty related to funding of the Engineering Technology Sustaining Fund, the Oregon Renewable Energy Center and the Sports Lottery program exists. Combined these total nearly \$2.0M in state funding annually.

These scenarios will be presented to the student body at additional open forums the week of April 15, 2019. This timeline will allow for additional committee deliberation and for a tuition recommendation to be made to the President in advance of the May 2019 Board of Trustees meeting.

Tuition Recommendation Committee Work

The TRC is composed of the following members:

Brian Fox, *Chair*

Richard Bailey, *FOAC Chair*

Vice President for Finance and Administration

Department of Business Management, ETM

Klamath Falls

Klamath Falls

Erin Foley	Vice President for Student Affairs and Dean of Students	Klamath Falls
Erik Johnson	Director of Admissions	Klamath Falls
Taylor Kimura	Student Representative	Klamath Falls
Gary Kuleck	Provost and Vice President for Academic Affairs	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
Ernesto Hernandez	Student Representative	Klamath Falls

Support staff for the TRC includes:

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
Brittany Miles	Assistance Vice President for Government Relations	Portland-Metro

The TRC meets or exceeds all requirements established by HB 4141 (2018), including a broad and diverse set of students from both the Klamath Falls and Portland Metro campuses, faculty and senior administrators.

Process Guidelines and Principles

In order to facilitate the tuition setting process the President has established a committee charter for the TRC. This charter is included in the annual catalog of [Standing Committees, Commission and Councils](#). At the TRC's first meeting it established a working calendar (Appendix I) as well as guiding principles and a process framework to ensure that the group had a guidepost to measure their deliberative process and the outcome by. These are included below.

2019 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.

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

Deliberative Process

Throughout the nearly four-month long tuition setting process the TRC will meet at least eight times, host four campus forums total, two on each primary campus location and hear from university teams including, Financial Aid, Budget and Planning, Enrollment Management, Student Affairs and Institutional Management. This process has included training on the major components and pressures impacting Oregon Tech's and state's budget, as well as historical data on tuition and fees. Staff have outlined how the university is managing its costs and continues to evaluate scenarios which include reductions in tuition if additional state support is available. At its most recent meeting the TRC had a focused discussion on financial aid and its interplay with tuition and supporting historically underserved students from admission to completion. This discussion has directly impacted provisional tuition recommendations.

HB 4141 (2018) lays out a stringent series of requirements for public universities during the tuition setting process (Appendix II). This codifies many of the practices Oregon Tech has long undertaken to ensure broad engagement and inclusion throughout the tuition setting process. Earlier this winter the HECC further clarified its evaluative focus if a tuition increases beyond 5% is proposed by a university (Appendix III). These includes three specific criteria:

1. Fostering an Inclusive and Transparent Tuition Setting Process

- a. The institution can demonstrate that students had multiple opportunity [sic] to engage in the tuition-setting process including, but not limited to, participation on the institution's advisory committee.
 - b. The institution demonstrates that information about the tuition setting process was easily accessible, that the tuition-setting process was transparent and in compliance with House Bill 4141 (2018).
2. Safeguarding Access and Support for Degree Completion by Historically Underrepresented Students
 - a. Demonstration of impacts, with and without a tuition increase of more than 5%, on remission programs and support services that bolster retention and completion of underrepresented students.
 - b. The institution has a plan for reducing tuition costs if the PUSF exceeds the funding level upon which the tuition increase is predicated.
3. Financial Conditions Demonstrating the Need for Resident, Undergraduate Tuition to be Increased More than 5%
 - a. The institution demonstrates that current and projected financial conditions compelling the need for the increase request to meet the critical portions of its HECC-approved mission or goals set in the HECC's strategic plan, including documentation that alternatives to raising tuition above 5% were considered.
 - b. The institution demonstrates that it has considered and implemented cost containment efforts for those costs that are within their control.

Staff believes that the process outlined by HB 4141 (2018) and the evaluation criteria established by the HECC have been met or are in process of being met.

Appendix I – Tuition Recommendation Committee Calendar

Appendix II – House Bill 4141 (2018)

Appendix III – HECC Tuition Increase Criteria