

Chair:		
<i>Brian Fox, Chair</i>	Vice President for Finance and Administration	Klamath Falls
Members:		
<i>Mohammed Alqafshat</i>	ASOIT Activities Director	Klamath Falls
<i>Richard Bailey</i>	Faculty Department of Management, ETM	Klamath Falls
<i>Erin Foley, Ex-Officio</i>	Vice President for Student Affairs and Dean of Students	Klamath Falls
<i>Samantha (Sam) Henkell</i>	ASOIT President	Klamath Falls
<i>Erik Johnson</i>	Director of Admissions	Klamath Falls
<i>Taylor Kimura</i>	ASOIT Finance Officer	Klamath Falls
<i>Nashmy Luna</i>	ASOIT Vice President	Portland Metro
<i>Jesse Lutterloh</i>	Student Representative	Klamath Falls
<i>Anne Malinowski</i>	Assistant Registrar	Portland-Metro
<i>Dr. Joanna Mott</i>	Provost and Vice President for Academic Affairs	Klamath Falls
<i>Dao Nguyen</i>	ASOIT Communications Officer	Portland-Metro
<i>Rosanna Overholser</i>	Faculty Department of Mathematics, HAS	Klamath Falls
<i>Stefan Valenzuela</i>	ASOIT President	Portland-Metro
<i>Peter Wantuck</i>	ASOIT Outreach Officer	Portland Metro
<i>Mason Wichmann</i>	ASOIT Vice President	Klamath Falls
Additional Attendees:		
<i>Jaron Hartman</i>	Research Analyst for Institutional Research	Klamath Falls
<i>Stephanie Pope</i>	Assistant Vice President for Fiscal Operations	Klamath Falls
<i>Nellie Stewart</i>	Executive Assistant to Vice President for Finance & Administration	Klamath Falls

MINUTES

Meeting called to order – Chair Brian Fox

Chair Fox called the meeting to order at 1:09 pm.

1. **Review TRC Committee Principles – TRC Committee**
 - a. Review of TRC Principles.

2. **Review TRC Calendar and Next Steps – TRC Committee**
 - a. Review of TRC Calendar.

3. **Tuition Level/Budget Modeling – TRC Committee**
 - a. TRC reviewed draft slides for upcoming Tuition Open Forums.
 - b. Discussion on Financial aid dollars, the scholarship program, TOP students, emergency funds, remission dollars, expense estimates, and differentials.
 - c. Discussion on enrollment projection tool, will base on assumption of 1% increase in certain categories. This could mean a mid-year budget cut or redistributed extra funds.
 - d. HECC will require justification if tuition increase is above 5%.

- e. Discussion on department budget expenses, average class sizes, differentials, and faculty union bargaining.

Meeting Adjourned – Chair Brian Fox

Chair Fox adjourned the meeting at 2:44 pm.