

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
<i>Victor Ogelle</i>	Student Guest from Applied Mathematics	Klamath Falls

MINUTES

Meeting called to order – Chair Brian Fox

Chair Fox called the meeting to order at 1:00 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. Recap provided on University Lobby Day. Good attendance from Oregon Tech both from Klamath Falls and Portland-Metro.
 - b. TRC reviewed draft slides for upcoming Tuition Forums.
 - c. Recap provided of last meeting and numbers discussed.
 - i. Discussion on Financial aid dollars, the scholarship program, TOP students, emergency funds, remission dollars, expense estimates, and differentials.

- ii. 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.
- iii. HECC will require justification if tuition increase is above 5%.
- iv. Discussion on department budget expenses, average class sizes, differentials, and faculty union bargaining.
- d. Portland-Metro shared concerns for equipment replacements and the requirement for ASOIT funding this year.
- e. Request for slide with tuition increase and CPI comparison to show inflation and cost of living comparison.
- f. Request for slide on cost containment efforts and expenses that are in and out of our control.
- g. Request for slide on academics to include length of time to recruit and hire new faculty, faculty to adjunct ratio, and advisor relationships.
- h. Request for slide on Portland-Metro improvement photos including Canyon Creek, faculty offices and the Commons.
- i. Differential list will need updated with appropriate majors.
- j. Request for differential analysis with percentage of students in differential majors versus not.
- k. Presenters for Tuition Open Forum were established. Klamath Falls: ASOIT President Sam Henkell, VP Fox, Provost Mott and VP Foley. Portland-Metro: ASOIT President Stefan Valenzuela and ASOIT Vice President Nasmy Luna, VP Fox, Provost Mott and VP Foley.
- l. After the Tuition Open Forum feedback, TRC will have a meeting and make a decision on tuition increase.

Meeting Adjourned – Chair Brian Fox

Chair Fox adjourned the meeting at 2:30 pm.