

Interim Chair:		
Erin Foley	Vice President for Student Affairs & Dean of Students	Klamath Falls
Members:		
Richard Bailey	Department of Business Management, ETM & FOAC Chair	Klamath Falls
Erik Johnson	Director of Admissions	Klamath Falls
Wendy Ivie	University Registrar	Klamath Falls
Joanna Mott	Provost & Vice President for Academic Affairs	Klamath Falls
LeQuynhDao Nguyen	Student Representative	Portland-Metro
Rosanna Overholser	Department of Mathematics, HAS	Klamath Falls
Hemi Patel	Student Representative	Portland-Metro
Peter Sherwood	Student Representative	Klamath Falls
Peter Wantuck	ASOIT President	Portland-Metro
Mason Wichmann	ASOIT President	Klamath Falls
Additional Attendees:		
Jaron Hartman	Research Analyst for Institutional Research	Klamath Falls
Stephanie Pope	Assistant Vice President for Financial Operations	Klamath Falls
Nellie Stewart	Executive Assistant for Finance & Administration	Klamath Falls

Minutes

Meeting called to order – *Interim Chair Erin Foley*

Chair Erin Foley called the meeting to order at 8:03 am.

1. Introductions

TRC round table introductions and welcome of new student members.

Chair Erin Foley gave a brief overview of the agenda with TRC background and meeting cadence for Winter and Spring terms.

2. Tuition Recommendation Committee Charge

Review of TRC Charge.

Meeting materials and Campus Open Forum information posted on the website:
<https://www.oit.edu/finance-administration/tuition-recommendation-committee>

3. Tuition Recommendation Committee Principles and Process (revise)

Review of TRC Principles and Process. Committee reviews annually to decide whether any updates or edits are necessary. Committee members should consider the type of budget data requests for meeting materials. TRC will host virtual Campus Open Forums. ASOIT will consider whether to host campus-specific forums, the number of hosted forums, the date and time of the forums, and incentive options for student participation.

4. Draft TRC Calendar

- Proposed TRC Meetings: February 5, 12, 19, 26 and March 5 at 8:00 am.
- Proposed Campus Forums: Week of February 22 or March 1.

Dr. Nagi has requested to have TRC recommendation for 2021-2022 tuition rate by April 8 to present at the Board of Trustees meeting.

ASOIT recommendation for forums will be selected by February 5.

5. Next Meeting

February 5, at 8:00 am.

Data will be presented regarding FY21 Budget, budget types, revenue sources, expense types, fund balance, and external data points.

Homework: send data requests by January 27 to *Chair Erin Foley*.

Meeting Adjourned– *Interim Chair Erin Foley*

Chair Erin Foley adjourned the meeting at 8:45 am.