

TUITION RECOMMENDATION COMMITTEE | 1.21.2022



# Meeting #1 of FY 2021-22 Tuition Recommendation Committee for FY 2022-23 Tuition and Mandatory Fees

John Harman, MBA, CGMA, CMPE | VP Finance & Administration

# Topics Outline



- 1. Welcome**
- 2. Committee Member Introductions**
- 3. Origin and background of Tuition Recommendation Committee (TRC) process**
- 4. Tuition Recommendation Committee (TRC) Charge**
- 5. TRC Committee Principles**
- 6. Tuition Setting Timeline (Draft Calendar)**
- 7. Student Forums and Student Feedback**

# FY21-22 TRC Membership



|   |  |                |
|---|--|----------------|
| <b><i>John Harman (Chair)</i></b>               | Vice President of Finance & Administration   | Klamath Falls  |
| <b><i>Anna Clark (Co-Chair)</i></b>             | Senior Financial Analyst                     | Klamath Falls  |
| <b><i>Don DaSaro</i></b>                        | Assistant Professor, Chair of FOAC           | Klamath Falls  |
| <b><i>Feng Shi</i></b>                          | Assistant Professor                          | Klamath Falls  |
| <b><i>Mason Wichmann</i></b>                    | Student Representative                       | Klamath Falls  |
| <b><i>Sasha Rabich</i></b>                      | ASOIT Officer                                | Klamath Falls  |
| <b><i>Graeme Wiltrout</i></b>                   | Student Representative                       | Klamath Falls  |
| <b><i>Justin Echternacht</i></b>                | ASOIT Officer                                | Klamath Falls  |
| <b><i>Billy Kimmel</i></b>                      | ASOIT Officer                                | Portland-Metro |
| <b><i>Jamie Penner</i></b>                      | Student Representative                       | Portland-Metro |
| <b><i>Erin Foley (ex-officio)</i></b>           | Vice President of Student Affairs            | Klamath Falls  |
| <b><i>Kendal Marks</i></b>                      | Financial Aid & Registration Coordinator     | Portland-Metro |
| <b><i>Joanna Mott</i></b>                       | Provost – Vice President of Academic Affairs | Klamath Falls  |
| <b><i>Maria Depuy (Additional Attendee)</i></b> | Accountant II                                | Portland-Metro |
| <b><i>Celia Green (Committee Secretary)</i></b> | Operations Assistant                         | Klamath Falls  |

# Tuition Recommendation Committee Charge



*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 fees 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.*

# TRC Charge (continued)



*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.*

# TRC Principles and Process



## 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 at an appropriate level of detail.
- The committee will utilize data and information throughout the process.
- Communicate respectfully and ask questions.

# Tuition Setting Timeline (Draft Calendar)



|                          |   |
|--------------------------|---|
| <b>January 21, 2022</b>  | TRC Charge, Principles and Process, Calendar  |
| <b>January 28, 2022</b>  | University Budget, Management Report, Quarterly Financial Dashboard, Discuss Forums |
| <b>February 11, 2022</b> | Enrollment Discussion, FY23 Budget Forecast, State Funding, Tuition Comparators     |
| <b>February 15, 2022</b> | Tentative TRC & ASOIT Campus Open Forum for Klamath Falls Campus                    |
| <b>February 17, 2022</b> | Tentative TRC & ASOIT Campus Open Forum for Portland-Metro Campus                   |
| <b>February 23, 2022</b> | Tentative Joint Open Forum  |
| <b>February 25, 2022</b> | Forum Feedback, Finalize TRC Recommendation   |
| <b>March 24, 2022</b>    | President Recommendation Submitted to Board   |
| <b>April 7, 2022</b>     | Oregon Tech Board Review and Approval   |

# TRC Calendars



| 2022    |         |           |          |                       |
|---------|---------|-----------|----------|-----------------------|
| January |         |           |          |                       |
| MONDAY  | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY                |
| 27      | 28      | 29        | 30       | 31                    |
| 03      | 04      | 05        | 06       | 07                    |
| 10      | 11      | 12        | 13       | 14                    |
| 17      | 18      | 19        | 20       | 21<br>1st TRC Meeting |
| 24      | 25      | 26        | 27       | 28<br>2nd TRC Meeting |
| 31      | 01      | Notes:    |          |                       |

| 2022         |         |                    |          |                       |
|--------------|---------|--------------------|----------|-----------------------|
| February     |         |                    |          |                       |
| MONDAY       | TUESDAY | WEDNESDAY          | THURSDAY | FRIDAY                |
| 31           | 01      | 02                 | 03       | 04                    |
| 07           | 08      | 09                 | 10       | 11<br>3rd TRC Meeting |
| 14           | 15      | 16                 | 17       | 18                    |
| Forum Window |         |                    |          |                       |
| 21           | 22      | 23<br>Joint Forum? | 24       | 25<br>4th TRC Meeting |
| 28           | 01      | 02                 | 03       | 04                    |
| 07           | 08      | Notes:             |          |                       |



# Student Forums



## Student Forum Planning

- Content of Forums
  - Budget and related financial information
  - Answer questions and address concerns
- Scheduling
  - Klamath Falls Campus – date TBD -- week of 2/14 thru 2/17
  - Portland Metro Campus – date TBD -- week of 2/14 thru 2/17
  - Joint Forum if needed – 2/23
- Gathering student information and feedback, e.g., surveys
- Other details to consider in organizing effective forums
  - TRC participants and meeting notes
  - Forum advertisement, e.g., email, social media, etc.



**Questions?**

**Next meeting – Jan 28**