

POSITION	TERM	NAME	DEPARTMENT/DIVISION
Chair, Administrator	2022-23	John Harman	Finance and Administration
Vice President, Administrator ex officio	2022-23	Erin Foley	Student Affairs
Administrator	2022-23	Joanna Mott	Academic Affairs
Administrator	2022-23	Josephine Ness	Admissions
Administrator	2022-23	Alicia Dillon	Financial Operations
Administrator	2022-23	Kendal Marks	Academic Affairs
FOAC Chair	2021-24	Don DaSaro	Business Management
Faculty Representative	2021-24	Feng Shi	Electrical Engineering and Renewable Energy Technology
Klamath Falls ASOIT President	2022-23	Sasha Rabich	ASOIT
Portland-Metro ASOIT President	2022-23	Billy Kimmel	ASOIT
Klamath Falls Student 1	2022-23	Finn Anders	Student
Klamath Falls Student 2	2022-23	Graeme Wiltrout	Student
Klamath Falls Student 3	2022-23	Jordan Spencer	Student
Portland-Metro Student 1	2022-23	Kailea Boerste	Student
Portland-Metro Student 2	2022-23	Bonnie Smith	Student
Graduate Student	2022-23	Josh Roberts	Student
Ex Officio Member	2022-23	Anna Clark	Budget and Planning Office
Administrative Support	2022-23	Celia Green	Finance and Administration

## Minutes

**In Attendance:** John Harman, Erin Foley, Joanna Mott, Josephine Ness, Alicia Dillon, Kendal Marks, Don DaSaro, Feng Shi, Sasha Rabich, Billy Kimmel, Finn Anders, Graeme Wiltrout, Jordan Spencer, Bonnie Smith.

**Additional Attendees:** Anna Clark, Maria Depuy, Michelle Meyer, Victoria Seward, Debbie Kerr, Lacey Jarrell, Kim Faks

**Item of note:** There is a possible issue with in-person only access for the Klamath Falls forum. General Council has provided guidance that the meeting is subject to the open meetings law for the state of Oregon and as such should have an option for remote access. The forum may need to be moved to a different room which will allow virtual attendance. ASOIT president Sasha Rabich indicated that this will be addressed.

### Questions from previous meeting:

- Combined online tuition revenue for fall and winter terms 2022 was \$6.6 million. These revenues go into the general fund just like in-person tuition.
- Dual credit enrollment is increasing. Dr. Mott had said that we had around 2,000 dual enrolled high school students with this number expected to increase. These students pay a much smaller amount in tuition at \$100 per course. Our headcount looks steady including these students, but since they pay much less per course, they do not generate nearly as much revenue as a fully admitted traditional student. For fall and winter term, combined dual credit tuition totaled \$171,533. Additionally, we have estimated that the state has paid an additional \$720,000 as part of the SSCM formula for these students.

- o Professor DaSaro asked for OT's online enrollment. Dr. Mott replied that we have 504 online students. Approximately 20% of students take online classes.

**1. Enrollment Update-** presented by Dr. Mott

- a. VP Harman asked if the total enrollment graph included dual enrollment students back in 2013/2014/2015. Anna Clark verified that it would have included dual enrollment students.
- b. Billy Kimmel asked to revisit the Multi Year Enrollment Comparison slide. He asked Dr. Mott to clarify that OT is about a year behind on the enrollment drop compared to other Oregon universities. Dr. Mott agreed with that observation.
- c. VP Harman thanked Dr. Mott and her team for the data. He added that with the information provided, it appears that the best course of action is to anticipate flat enrollment for next year as we deliberate in arriving at a tuition recommendation for FY 2023-24. Dr. Mott agreed.
- d. Dr. Foley added that enrollment also needs to include retention. She asked if Dr. Mott had any thoughts on those numbers. Dr. Mott said that from fall to fall, we were at over 90% retention. Faculty and Academic Advising reached out to students who had not registered. Many made the decision to register.
- e. Dr. Mott was asked by Jordan Spencer if she has a graph that shows student retention over time. She asked for clarification for what the graph should include. The student asked for data on freshman. Dr. Mott will provide that information.
- f.

**2. FY 2023-24 Budget Environment-** no questions were asked.

**3. Budget Options**

- a. VP Harman was asked by a student committee member if there is a marketing plan available for review. VP Harman replied that marketing is really everyone's responsibility, we are all ambassadors for the University. Dr. Foley added that any marketing plan that we would put into effect now or even the last couple of months won't have an impact until fall 2024. The results won't be seen for a while yet. VP Harman added that marketing is a generic term when it comes to higher education. There is marketing by word of mouth from current students and graduates as well as family members. Then there is our digital presence, which is managed by marketing in collaboration with enrollment, retention, and recruiting. Outreach with the dual credit students is also a component. Additionally, there are news releases and word of mouth. The student asked for clarification of what is in writing that we are going to do in terms of marketing. VP Harman stated that he does not know if there is a specific marketing plan written down. Office of Communications and Marketing probably has a formal written plan for the institution. I am sure the Office for Strategic Enrollment Management has a marketing/enrollment management plan for recruiting prospective students. Different areas on campus have a different area of focus. We are constantly trying to connect with the community colleges as well as business and industry. Dr. Mott added that OT has a new academic master plan. Marketing will align with those initiatives. The strategic plan will also drive marketing decisions. Josephine Ness agreed with Dr. Mott. She did add that there is recruitment-specific marketing to attract new students.

**4. Tuition Comparisons**

- a. Professor DaSaro asked if OT offers programs that are significantly differentiated from offerings at other Oregon universities and if OT's tuition rates are in-line with other institutions. VP Harman explained that polytechnic universities are generally a little more expensive to operate. The equipment is more costly, and it has to be updated regularly. We also have small group

learning. That is why our students are so successful. The question was asked about whether we should be going outside the formula for additional funding? VP Harman indicated that we are engaging in conversations about funding opportunities, but it takes time to build a coalition. We need to build relationships before we can make a request.

- b. Sasha Rabich asked for an explanation of the cost-of-living index. Is a higher number better or worse? VP Harman said higher is worse. 100% is average. If you are over that, it would be more than the national average. Josephine Ness asked if the cost-of-living index is for the state and not the specific town. VP Harman said that it is state specific for Oregon. Some larger states have region specific data, like California and Texas.
- c. A student committee member asked for the transfers-in amount of \$3.0 million for the current year budget. VP Harman said that it was \$3 million in one-time COVID institutional funds. That funding is not available going into next year.
- d. Sasha Rabich asked if Dr. Mott could provide the percentage of students that pay differential tuition. Dr. Mott does not have that number. Anna Clark was able to verify that the percentage is 35%.
- e. VP Harman reminded the committee that the final meeting will be held on March 10, 2023. The committee will be voting on a recommendation to the president on this date.
- f. Billy Kimmel asked how much room there is in the recommendation to change things for the university in addition to the tuition. VP Harman replied that the focus of the committee is on tuition. The TRC can't recommend specific cuts. Billy asked if it would make sense to recommend the creation of a climate committee as OT spent significant funds on the climate assessment. The topics brought up in the climate assessment seem to be having an effect on enrollment, retention, and staffing. VP Harman did not recommend comingling the climate survey with the TRC recommendation. VP Harman reiterated that the consultant had issued a report back in the summer, it was reviewed by the Board and is posted on the website. One of the issues brought up in the study was shared governance. The TRC process certainly ties into that concept. It would be better to address questions about the study to the President's office or through ASOIT. Dr. Mott agreed. That is a different topic and purpose than this committee. Faculty Senate would also be a venue for addressing that topic.
- g. A student committee member asked how many people have to be present in order to vote. VP Harman referred the group to the TRC standing committee document for guidance. We follow Robert's Rules and a simple majority is required for a motion to carry. VP Harman will send out the policy to clarify those who will be voting. [\(2022-2023\) Tuition Recommendation Committee \(TRC\) | Oregon Tech \(oit.edu\)](#)