

TUITION RECOMMENDATION COMMITTEE | 1.24.2024



# Meeting #1 of FY 2023-24 Tuition Recommendation Committee for FY 2024-25 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 (Committee Calendar)
7. Student Forums and Student Feedback

# Tuition Recommendation Committee Membership



The committee membership is composed 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
- Two faculty, one of which is the Fiscal Operations Advisory Council (FOAC) chair
- At least two administrators.
- Any changes to the TRC 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 TRC.

# FY24-25 TRC Membership

Chair, Vice President	<b>John Harman</b>	Finance and Administration
Associate Vice President of Student Affairs	<b>Mandi Clark</b>	Student Affairs
Administrator 1	<b>Joanna Mott</b>	Academic Affairs
Administrator 2	<b>Josephine Ness</b>	Admissions
Assistant Director, Budget	<b>Anna Clark</b>	Financial Operations
AVP, Finance & Controller	<b>Alicia Dillon</b>	Financial Operations
University Registrar des.	<b>Kendal Marks</b>	Registrar/Financial Aid
FOAC Chair	<b>Don DaSaro</b>	Business Management
Faculty Representative	<b>Feng Shi</b>	Electrical Engineering and Renewable Energy Technology
Klamath Falls ASOIT Representative	<b>Riley Ambrose</b>	Student
Portland-Metro ASOIT Representative	<b>Taylor Jacobs</b>	Student
Klamath Falls Student	<b>Jordan Spencer</b>	Student
Klamath Falls Student	<b>Graeme Wiltrout</b>	Student
Klamath Falls Student	<b>Mike Duncan</b>	Student
Portland-Metro Student	<b>Ryland White</b>	Student
Executive Assistant	<b>Helen Drewel</b>	Finance and Administration



# TRC Charge



## Committee Responsibilities:

1. The Tuition Recommendation Committee (TRC) is responsible for recommending the tuition and mandatory fee rates to the President, who must in turn report and recommend mandatory tuition and fee rates 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.
2. Before making any recommendation to increase tuition and mandatory fees, but especially when the proposed increase is more than five percent annually, the TRC must document its consideration of the impact on students and the necessity of the increase in achieving the mission of the University. The TRC shall provide meaningful opportunities for members of the student government and students at large to participate in the process and deliberations.
3. The TRC 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 TRC will consider the guidelines provided by the Board, information provided by the Administration, and such other matters as deemed appropriate.

## TRC Charge (continued)

Final Deliverable:

By the final meeting on March 6, 2024, this committee **must provide a recommendation for the tuition and mandatory fee rates** to the President.





# 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 (Calendar)



<b>January 24, 2024</b>	TRC Charge, Principles and Process, Calendar
<b>January 31, 2024</b>	University Budget, Management Report, Components of the E&G Budget, State Appropriations, Tuition Historical Lookback, Discuss Forums
<b>February 14, 2024</b>	Enrollment Discussion, FY24 Budget Forecast, State Funding, Tuition Comparators
<b>February 21, 2024</b>	Tentative TRC & ASOIT Campus Open Forum for Klamath Falls Campus
<b>February 22, 2024</b>	Tentative TRC & ASOIT Campus Open Forum for Portland-Metro Campus
<b>March 6, 2024</b>	Forum Feedback, <b>Finalize TRC Recommendation</b>
<b>March 31, 2024</b>	President Recommendation Submitted to Board
<b>April 12, 2024</b>	Oregon Tech Board Review and Approval



# 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 February 19<sup>th</sup>
  - Portland Metro Campus – date TBD – week of February 19<sup>th</sup>
- 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 – January 31, 2024**