
Finance and Facilities Committee Agenda

1. **Call to Order/Roll/Declaration of a Quorum** (8:00 am) (5 min) *Chair Vince Jones*
2. **Consent Agenda** (8:05 am) (5 min) *Chair Vince Jones*
 - 2.1 **Approve Minutes of January 2023 meeting**
3. **Reports**
 - 3.1 **FOAC Report** (8:10 am) (5 min) *Professor Don DaSaro (Verbal only)*
 - 3.2 **Quarterly Finance, Facilities and Audit Report**
 - 3.2.1 **FY 2022-23 YTD February Management Report (A)** (8:15 am) (10 min)
VP John Harman
 - 3.2.2 **Q-2 Financial Dashboard (B)** (8:25 am) (5 min) *VP John Harman*
 - 3.2.3 **Q-2 Investments Report (C)** (8:30 am) (5 min) *VP John Harman*
 - 3.2.4 **Master Facilities Planning Update** (8:35 am) (10 min) *Soderstrom Architects*
 - 3.2.5 **Student Housing Planning Update** (8:45 am) (10 min) *Mablum Architects*
 - 3.2.6 **Q-3 Capital Projects Update (D)** (8:55 am) (10 min) *Director Thom Darrah*
 - 3.2.7 **Q-3 Internal Audit Report (E)** (9:05am) (10 min) *KernuttStokes*
4. **Action Items**
 - 4.1 **Academic Year 2023- 24 Tuition and Fees Recommendation** (9:15 am) (15 min)
VP Harman
 - 4.2 **2022 Single Audit and FY 2023 Audit Planning** (9:30 am) (20 min)
Jean Bushong CLA
5. **Discussion Items** (9:50 am) (5 min) *Chair Jones*
6. **Other Business/New Business** (9:55 am) (5 min) *Chair Jones*
7. **Adjournment** (10:00 am)

Finance and Facilities Committee Minutes

Trustees Present:

Vince Jones, Chair
Stefan Bird

Michele Vitali

Nagi Naganathan (*ex officio*)

Trustees Unable to Attend:

Kanth Gopalpur
Mike Starr

Other Trustees in Attendance:

John Davis
Jill Mason
Mason Wichmann
Fred Ziari

University Staff and Faculty Present in person:

Abdy Afjeh, Vice Provost-Research & Academic Affairs
Thom Darrah, Director-Facilities Management Services
Don DaSaro, President-Fiscal Operations Advisory Council
Ken Fincher, Vice President University Advancement
Erin Foley, Vice President of Student Affairs & Dean of Students
David Groff, General Counsel & Interim Board Secretary
John Harman, Vice President Finance & Administration
Tom Keyser, Dean College of Engineering, Technology & Management
Michelle Meyer, Director of Audit & Compliance-Business Affairs
Joanna Mott, Provost & VP of Academic Affairs
Adria Paschal, Senior Executive Assistant to the President
Dan Peterson, Dean College of Health, Arts & Sciences
Jean Bushong, CLA
Lori Garrard, Executive Assistant to the VP of University Advancement
Riley Ambrose, Oregon Tech
Bryan Wada, Information Technology Consultant 2

1. **Call to Order/Roll/Declaration of a Quorum** *Chair Vince Jones*
Chair Jones called the meeting to order at 11:02 am. The Board Secretary called roll and a quorum was declared.

2. **Consent Agenda** *Chair Vince Jones*
 - 2.1 **Approve Minutes of the October 17, 2022 Meeting**
No changes to minutes voiced. Agenda adjusted to reflect minutes from October 2022. Minutes approved as submitted.

3. **Reports**
 - 3.1 **Fiscal Operations Advisory Council** FOAC *Professor Don DaSaro Verbal only*
FOAC Chair Don DaSaro was present virtually and indicated there was a meeting January 19th to discuss year to date and November 2022 management report. They discussed:
 - Oregon Tech's OPE and if it was similar to other universities in Oregon -- VP Harman confirmed that they were similar.
 - Operating and non-operating revenue -- Michelle Meyer reviewed the rules and generally accepted accounting principles and the various revenue strains for each type.
 - Professor Mark Neupert discussed the origin of the quasi-endowment. He was concerned of a prolonged decrease in endowment, and could it be lower than the 10% minimum stated in the board policy. VP Harman said the policy could be revised.
 - Professor DaSaro said his final point was the standard annual financial ratios. VP Harman said we are doing reasonably well in this area.
 - They had a discussion on what needed to be done to generate additional revenue due to changing demographics, uncertainty with the outlook towards higher education by the new governor, possible recessionary period, and with fewer people attending college while the state government is decreasing its funding.

3.2 Quarterly Finance, Facilities and Audit Report

3.2.1 FY 2023 Management Report YTD November (A) *VP John Harman*

VP Harman reviewed his presentation and the forecast as of November is cautiously positive and optimistic. The tuition revenues is below expectations because we were down in enrollment about 5.9%, excluding dual eligible or college placement students.

- Spending is below budget (down in salaries and S&S) and in line items related to spending for applied computing and rural health initiatives. As a result of underspending to date, it appears we will need to transfer less from reserves.
- VP Harman advised we have been able to work with HECC and make a case for additional corrections in the implementation of the funding formula. We received an additional \$1.3 million from the state. VP Harman stated that we have had savings from administrative

salaries, faculty and other payroll expenses which have helped us save approximately \$3 million during this fiscal year.

- **Chair Davis** asked if those were open position savings. VP Harman advised that there are about 80 positions that are currently budgeted and open and there are about 60 that are being actively recruited for. Dr. Mott advised about 30 faculty positions open and advised that faculty will not start until September 15 so there will not be salaries to cover in June, July or August.
- **VP Harman** stated that we have saved approximately \$6 million, primarily in the startup of applied computing and rural health initiatives.
- **Chair John Davis** asked for explanation on transfers in. VP Harman explained about enrollment projections and how we were conservative because we were not sure where we would be with the student success and completion formula. VP Harman said we had an additional \$3 million in COVID revenue that was not spent last year.
- **Chair Davis** asked about claiming the COVID funds and VP Harman advised we just received them and confirmed that with Michelle Meyer. Chair Davis also commented about our responsibility of applying the \$5 million from the legislature as specified in the state budget. VP Harman advised that it is one time funding, and we want to invest it strategically, so we create initiatives that are beneficial to the institution in the long term.

3.2.2 Q-1 Investments Report (B) *VP John Harman*

VP Harman shared his presentation. He stated that it is important that everyone recognize that the market is down. The longer-term fund (quasi endowment) was set up in 2016 by the Board declined 2.7%. That is what is prompting the staff to come to the board to change our investment policy to help preserve the corpus in times of a down market.

- VP Harman shared graphs from his presentation showing \$22 million as our working capital. VP Harman advised that we outperformed the benchmarks in the core bond fund, but we did not for the short-term funds; so overall, that fund is down about 1.5%. VP Harman advised that is where we should be concerned is the quasi endowment which really was set up with a 3–5-year earnings horizon and the idea was to preserve corpus. The problem is that there is a 4% pay off requirement on that every year at the time it was set up and the earnings had been probably 4-5% annually so far. What has happened is the earnings rate has dropped and so we are depleting that corpus. We are still outperforming the Bloomberg benchmark.

3.2.3 FY 2022 Annual Financial Statement Ratios *VP John Harman*

VP Harman presented the annual financial ratios. He added that while the Foundation is a component unit of the university, it is presented discreetly as a separate financial statement. However, the assets are combined.

- The primary reserve ratio: we can cover only about 3 months of our annual operating expenses if we only spend from our savings that are unrestricted.
- VP Harman looked at the viability ratio. We could meet 78% of our debt.
- VP Harman talked about the debt measures because the board wants to make sure that we are committing ourselves to a reasonable debt burden, given our capacity to retire the debt.

- Debt burden ratio is the annual payment. There were changes in the accounting structure and it is now required to capitalize leases and that increases our debt.
- **Trustee Jones** pointed out that he and VP Harman had many conversations with each other as well as with Dr. Nagi regarding their position in regard to the debt concern. When looking at facilities such as new residence hall, they considered all aspects of taking on the debt burden. **Chair Davis** said if we can keep our existing housing online, the new student housing is a revenue producing asset and should be relatively financially neutral. VP Harman said that we should reach 95% occupancy within the first two years in the new residence hall which will allow us to break even.
- VP Harman talked about debt to operating revenues which are primarily tuition. We are on the low end of strong primarily because universities typically do not have great amounts of cash reserves. The state does not put in enough money to allow us to accrue the reserve. If you look back 15 years ago, the state paid about 70% of education from a funding perspective and now it is flipped, and students/families pay the 70%. Tuition is a very important and strategic decision to make as we need to stay affordable and sustain the quality of our programs.
- **Chair Davis** asked if it was accurate to say because those the ratios do not take into effect state transfers that we plan on, can we say the projections are lower than private institutions that have to be fully supported based on tuition and we depend on state support. VP Harman said he thought so, and it would be a little higher in the private sector, but public institutions typically have a low margin.

3.2.3 Q-1 Capital Projects Update (D) *Director Thom Darrah*

- **Thom Darrah** shared his presentation and advised Boivin renovations are on schedule and in budget and the scheduled completion is June 2023. Chair John Davis requested a tour of Boivin in June.
- Thom Darrah advised that the track and stadium renovation (track completed last year) with the stadium portion underway with completion in March 2023.
- The third project is the OMIC Additive Innovation Center. It is currently nearing completion, with scheduled completion for the end of February. This project is in budget.
- Thom Darrah talked about the new student housing project that is just now getting underway. The architect has been selected and we are in the program visioning phase. The design phase will be completed by end of 2023 and the main construction will begin in January 2024 through June 2025 and ready for students for the fall term of 2025. The total budget is just over \$30 million, and the construction budget is \$28 million. Thom Darrah advised that the site should be identified in the next two weeks for the new residence hall.
- **VP Harman** said there was a great planning session that included students which is an example of shared governance. During the meeting there was great insight and feedback. He advised that it was exciting to have students involved and invested in the project.
- **Thom Darrah** stated that Oregon Tech received CIR dollars (Capital Improvement and Renewal) dollars on a bi-annual basis. We are currently working with 2021-23 biennium and total funding provided was \$3.3 million. Thom Darrah shared a list of projects that are completed, underway or pending. He will continue to track and provide updates.
- **Trustee Jones** acknowledged the need for a new residence hall.
- **Trustee Jones** asked for a status report on the condition of the geothermal facilities and equipment on campus. VP Harman stated that there was a comparison made using gas,

electric, and other utilities and that the decommissioning of the system would be expensive and the new equipment if we went gas or electric, and the costs of electric and natural gas. VP Harman advised we are optimistic about our argument to continue with geothermal and we are looking for a legislature member to sponsor our argument and funding efforts through the state and we will get traction on this project. The estimated cost for the three-year project would be approximately \$17million.

- **Trustee Ziari** stated the project is very ambitious. VP Harman advised how unique Oregon Tech is to have geothermal and how hard it is to find the correct funding and it does not fall into an obvious area.
- **Trustee Davis** asked Dr. Nagi to talk about how he had already been to the legislature this year. **Dr. Nagi** advised he has been talking to key legislators in person to relay our message. **Trustee Ziari** asked about the infrastructure capital improvement versus asking for funding for geothermal, finding an expert, and combine geothermal into a teaching opportunity. Dr Nagi added Oregon Tech used to have Geo-Heat center and it went away and the center was decommissioned. We have an expert who is a former faculty member who is a great resource. Our geothermal system is a unique asset. Any dollars we secure from the legislature would be capital dollars and not operational dollars.
- **Trustee Jones** agreed with all points that were made and encouraged that we have a plan of action in case of a catastrophic failure where the entire system goes down. We need both a short-term and long-term plan of action.

3.2.5 Internal Audit Status (written report)

VP Harman advised report has been provided in the board packet.

VP Harman advised that they are also working on updating the university policies as we are still following old OUS policies and they need to be updated and put in alignment.

Dave Groff advised that there were two outstanding ethical issues that have been resolved and there are no pending matters.

Lunch break commencing at 12:07 pm. Will return to business at 12:45 pm

Meeting resumed at 12:47 pm

4. Action Items

4.1 Board Policy on Quasi Endowment - *VP John Harman*

- **VP Harman** provided a brief background of the quasi-endowment funds. The policy requires a biennial review by the Board and is part of an effective internal control process to monitor its efficacy and to adjust as necessary. The proposed changes to the policy will provide for strategic flexibility of asset management, preservation of capital during market volatility and will provide edits necessary for clarity.
- VP Harman stated that they wanted to propose to the committee and then asked for recommendation to the full board, that we revise the policy for spending to be 0-10% annually and not the mandatory 4% as it is today. That would be contingent on not to exceed \$1million based on the current level of authorization for the President without any additional board approvals.

- VP Harman advised it is unlikely we will need to spend from that endowment any time soon and we are better off leaving it.
- **Trustee Stefan Bird** noticed the management fee seemed high and asked if we had looked at other investments with lower fees. VP Harman advised that the fee is a little high for some funds and the treasury sets that as it is a percentage of the overall balance and is set by ORS. As long as we invest with the state, we have to be subjected to whatever their amount it. VP Harman suggested that we could have a representative from the Oregon State Treasury talk with them at the next meeting and advise if there is a different investment package that we should be considering that is consistent with our strategy.
- **Trustee Davis** asked if the spending policy were to change from 4% to 0 to 10%, who would have discretion on the revised policy to determine the percentage and what would the criteria be. VP Harman advised the President would confer with the Board Chair and Chair of the finance and facilities committee before spending. **Dr. Nagi** advised the intent is to not draw on the endowment and it allows us to exercise judgement. **Chair Davis** is supportive of that since the board receives regular budget updates and management is extremely transparent with the board on where we are financially.

After review of documents and proposed revisions to the board Policy on Quasi-Endowment Investment, staff requests a motion to the full board recommending that proposed revisions to the board policy on Quasi- Endowment Investment be adopted and approved.

Motion: Michele Vitali

Second: Stefan Bird

Roll Call vote: Trustee Bird aye, Trustee Jones aye, Trustee Vitali aye, Trustee Wichmann aye.

With all trustees present voting aye, the motion passed unanimously.

This item is approved and will go before the full board tomorrow.

4.2 Request to Issue an RFP and Executive Agreement for Internal Audit Services – *VP John Harman*

- **VP Harman** requested permission for Oregon Tech to issue an RFP for internal audit services as our current vendor does not offer the services to meet our needs as they have evolved. There is a growing complexity of governmental accounting requirements and complex regulatory compliance requirements. We need an expanded scope for consultative services and experts in the field as changes come in governmental accounting standards, principles and pronouncements, and also best practice.
- VP Harman said we are asking for competitive bid process with a more robust scope of services to include not just the traditional internal audit, which are primarily operations audits or compliance audits. **Trustee Jones** pointed out that this item is not just due to the university's inability to amend the Kernutt-Stokes contract. VP Harman has looked at this closely and is aware of the services that we need for our internal auditor. Although Kernutt-Stokes has provided excellent services as our internal auditor and understands what the university needs, we need to go out with an RFP to a company that can provide the

additional services that we need, something more robust than what our current auditor can provide.

After review of the draft RFP and related documents, staff requests a motion to the full Board authorizing the issuance of an RFP for expanded internal audit services with delegation to the President or their designee, in collaboration with the Audit Committee Chair, to negotiate and execute a multi-year agreement for services to begin on or about July 1, 2023 and extend through June 30, 2027 with an option for two (2) successive two (2) year renewals thereafter.

Motion: Stefan Bird

Second: Michelle Vitali

Roll call vote: Trustee Bird aye, Trustee Jones aye, Trustee Vitali aye, Trustee Wichmann aye.

With all trustees present voting aye, the motion passed unanimously.

4.3 2021-22 Annual Financial Report *Jean Bushong, CLA*

- Jean Bushong from Clifton Larson Allen LLP presented in person. She stated that the scope of the engagements for Oregon Tech are financial statement audit and a single audit. She stated she will be presenting FY2021 and will review FY2022.
- Financial statement audit results: No material adjustments needed to be made. The materials provided by Oregon Tech required no adjustments. No deficiencies were identified.
- Jean Bushong walked through the 2022 annual financial report that was distributed to those trustees who were present. A PDF soft copy was provided to all.
- Jean Bushong pointed out the statement of revenue, expenses, and changes in net position has a lot of cash activity.
- Additional info can be found in the footnotes.
- Jean Bushong also reviewed required communications from auditors to include qualitative aspects of accounting practices, difficulties encountered in performing the audit (none), uncorrected misstatement (HEERF adjustment) and no other issues that needed reporting.
- The only disclosure put in the letter was the matter of the geothermal plant as it is being reported by management as impaired and management either needs to bring it back online or write it off.
- Jean Bushong talked about the federal compliance audit. The findings include HEERF, student financial aid, procurement, suspension and debarment, COD reporting, student status changes. 2022 single audit is due March 30, 2023.
- “Management was and continues to be very helpful through the audit process.” **Chair Davis** thanked Jean Bushong and university management for their accuracy and transparency. **Trustee Jones** acknowledged the hard work of the university and CLA.

Trustee Jones explained that the first part of this motion is for the Finance and Facilities Committee to approve the recommendation of the FY 2022 Annual Financial Report with recommendation to move it to the full board for approval.

After review of the FY 2022 Annual Financial Report, staff requests a **Motion to the full Board recommending approval of the Oregon Tech FY 2022 Annual Financial Report.**

Motion - Stefan Bird
Second – Michele Vitali

Roll Call: Trustee Bird aye, Trustee Jones aye, Trustee Vitali aye, Trustee Wichmann aye.

With all trustees present voting aye, the motion passed unanimously.

4.4 Portland-Metro Incidental Fee – Technical Correction *VP John Harman*

- VP Harman stated that Billy Kimmel, ASOIT president/Portland Metro advised that the incidental fee was not being applied correctly at the Portland Metro campus. It is a minor fix, but it is required that we receive board approval to fix it.
- PM Campus had a \$50 annual fee for several years and they wanted to increase it to \$80. What was missed was that the students who were less than 6 hours per term would remain at a \$50 fee. It is an impact of \$2220.

Motion: After reviewing the related documents, staff requests a Motion to the full board recommending approval for a technical correction to revise the 2022-23 Portland-Metro campus incidental fee to \$50 from \$80 per term for students enrolled in fewer than 6 credit hours per term as well as authorization for staff to refund the difference in the two rates to each student impacted during the 2022 fall and 2023 winter terms.

Moved Stefan Bird
Second Michele Vitali

Roll Call vote: Trustee Bird aye, Trustee Jones aye, Trustee Vitali aye, Trustee Wichmann aye.

With all trustees present voting aye, the motion passed unanimously.

5. Discussion Items

5.1 Financial Planning and Forecast for FY 2023 and looking forward to FY 2024

VP John Harman

VP Harman advised Oregon Tech will end the year strong. He presented FY 2024 Outlook and Reason for Caution.

- **Chair Davis** brought it to the board's attention that the governor does not set the budget and it is set by the legislature and it will be interesting to see what the Co-chairs of the ways and means

committee will decide. **Dr. Nagi** added that Oregon is 45th in the nation in per FTE funding. **Chair Davis** stated that this causes real issues with enrollment because although instate tuition is what it is, it affects out of state tuition and our competitiveness.

- **Trustee Jones** stated we have our legislative support to help us have these types of discussions and we need to take opportunities to meet with legislators such as TRU day and it would be important to have a strong showing. TRU (Technical and Regional Universities) day, including Eastern, Western, Southern and Oregon Tech, is when representatives from these universities make a trip to Salem to talk about what our universities needs are going to be. Trustee Jones acknowledged that Dr. Nagi works very hard at building and continuing these discussions and relationships with those in Salem. We are fortunate to have Chair Davis with his legislative experience. He encouraged the other trustees to assist and participate in TRU Day. VP Harman advised that TRU Day is in May.
- VP Harman continued with his presentation We are down in enrollment for the second year, but they do not feel this is a trend. Each 1% drop in enrollment translates to about \$381k in lost tuition revenue and 3% gets us to \$1 million. Dr. Mott and her team are working hard to improve enrollment and retention.
- VP Harman said in higher education, we do not have much discretion. We have multi-year contractual agreements and escalation of costs. The fiscal year we are currently in could end better than anticipated but there are things we do not know about 2024. We think we are looking again at a \$4 million budget gap. An update will be provided in April at the next Board of Trustees meeting.
- **Chair Davis** asked for a timeline on tuition and final budget proposals for the next fiscal year. VP Harman said we are planning to come to the board in April with the tuition recommendation as that is essential in helping begin to finalize budget planning and the board will be requested to approve the budget in June.
- **Trustee Jones** stated failing to plan is planning to fail and he appreciates Dr. Nagi and VP Harman for planning.

6. **Other Business/New Business** *Chair Vince Jones* –
None

7. **Adjournment: 2:08 pm**

3.2.1 Monthly Report

General Fund Monthly Report

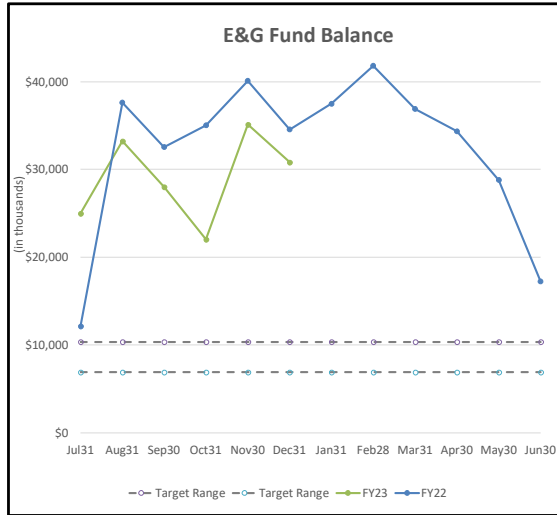
FY 2022-23 February (in thousands)

	YTD Comparison		FY 2022-23 Budget & Forecast					Notes
	FY 2021-22 February Actuals	FY 2022-23 February Actuals	FY 2021-22 Year End Actuals	FY 2022-23 Board Adopted Budget (BAB)	FY 2022-23 Adjusted Budget	FY 2022-23 Forecast	Forecast to Budget Variance	
Revenue								
State Allocations	\$33,114	\$28,333	\$37,407	\$32,385	\$32,385	\$33,744	\$1,360	(1)
Tuition & Fees	36,206	34,885	38,190	39,832	39,973	37,813	(2,019)	(2)
Remissions	(3,977)	(4,538)	(5,837)	(5,546)	(5,546)	(5,805)	(259)	
Other	<u>1,190</u>	<u>1,923</u>	<u>2,259</u>	<u>2,302</u>	<u>2,156</u>	<u>2,500</u>	<u>198</u>	
Total Revenue	<u>\$66,533</u>	<u>\$60,603</u>	<u>\$72,019</u>	<u>\$68,972</u>	<u>\$68,967</u>	<u>\$68,252</u>	<u>(\$720)</u>	
Expenses								
Administrative Staff Salary	\$5,455	\$5,635	\$8,204	\$9,700	\$9,636	\$8,665	(\$1,035)	
Faculty Salary	7,588	7,813	12,783	14,227	14,291	13,231	(996)	
Adjunct and Admin/Faculty Other Pay	2,125	1,975	3,726	3,457	3,457	3,629	172	
Classified	3,901	4,076	5,838	6,321	6,321	6,017	(305)	
Student	431	515	755	1,063	1,063	842	(221)	
GTA	43	68	74	121	121	120	(1)	
OPE	<u>11,289</u>	<u>11,375</u>	<u>17,207</u>	<u>19,252</u>	<u>19,252</u>	<u>17,388</u>	<u>(1,863)</u>	
Total Labor Expense	<u>\$30,830</u>	<u>\$31,458</u>	<u>\$48,588</u>	<u>\$54,142</u>	<u>\$54,142</u>	<u>\$49,892</u>	<u>(\$4,249)</u>	(3)
Service & Supplies	\$8,062	\$9,459	\$12,762	\$21,463	\$21,477	\$14,055	(\$7,408)	(4)
Internal Sales	(861)	(867)	(1,272)	(1,356)	(1,356)	(1,341)	15	
Debt Service	317	1,162	631	1,189	1,189	1,748	559	(5)
Capital	681	151	153	185	185	250	65	
Utilities	1,017	1,027	1,820	1,335	1,335	1,600	265	
Transfers In	-	-	-	-	-	-	-	
Transfers Out	-	863	1,433	1,462	1,462	1,462	-	
Total Direct Expense	<u>\$9,217</u>	<u>\$11,795</u>	<u>\$15,527</u>	<u>\$24,279</u>	<u>\$24,294</u>	<u>\$17,774</u>	<u>(\$6,505)</u>	
Total All Expense	<u>\$40,047</u>	<u>\$43,253</u>	<u>\$64,115</u>	<u>\$78,421</u>	<u>\$78,435</u>	<u>\$67,667</u>	<u>(\$10,754)</u>	
Net from Operations before Other Resources (Uses)	<u>\$26,486</u>	<u>\$17,350</u>	<u>\$7,904</u>	<u>(\$9,449)</u>	<u>(\$9,468)</u>	<u>\$585</u>		(6)
Other Resources (Uses)								
Transfers In	\$72	\$36	\$78	\$8,000	\$8,000	\$48		
Transfer Out	(0)	(200)	(6,059)	(51)	(140)	(340)		
Use of Reserve	-	-	-	1,500	1,500	-		
Total Other Resources (Uses)	<u>\$72</u>	<u>(\$164)</u>	<u>(\$5,981)</u>	<u>\$9,449</u>	<u>\$9,360</u>	<u>(\$292)</u>		(7)
Total from Operations and Other Resources (Uses)	<u>\$26,559</u>	<u>\$17,186</u>	<u>\$1,923</u>	<u>(\$0)</u>	<u>(\$108)</u>	<u>\$292</u>		(8)
Beginning Fund Balance	\$15,235	\$17,218	\$15,235	\$17,218	\$17,218	\$17,218		
Fund Balance Adjustment	-	-	60	(1,500)	(1,500)	-		
Ending Fund Balance	<u>\$41,794</u>	<u>\$34,404</u>	<u>\$17,218</u>	<u>\$15,718</u>	<u>\$15,610</u>	<u>\$17,511</u>		
Fund Balance as % Operating Revenues	N/A	N/A	23.9%	22.79%	22.6%	25.7%		
Ending Cash Balance	<u>\$33,737</u>	<u>\$27,941</u>	<u>\$18,536</u>					

Notes:

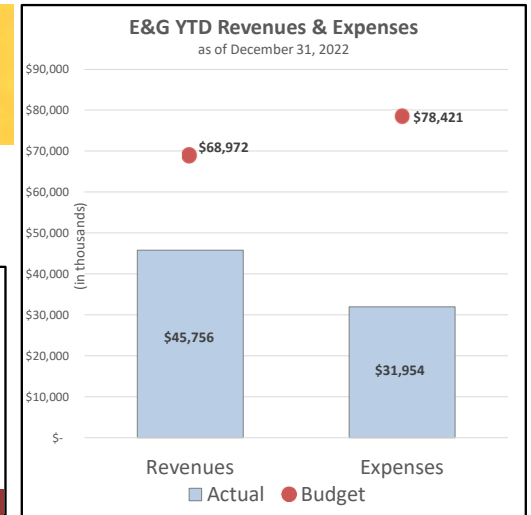
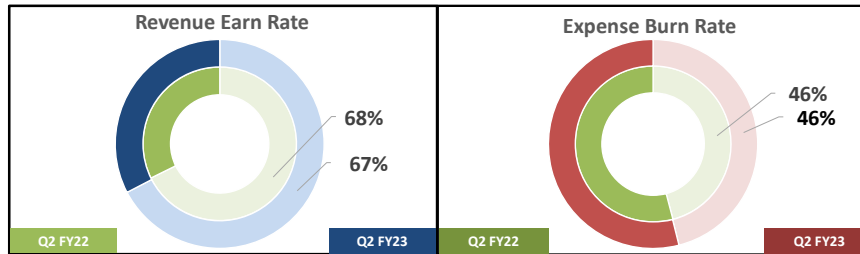
- (1) **FY 2022-23 State Allocations Forecast** - State allocation increased by \$1.3M following HECC October 2022 formula corrections and data reconciliation.
- (2) **FY 2022-23 Tuition Forecast** - Reflects impact of unexpected 5.9% enrollment decline (excludes ACP). Flat enrollment was budgeted for FY 2022-23.
- (3) **FY 2022-23 Labor Expense Forecast** - Reflects budgeted positions remaining unfilled along with benefits and other payroll expenditures being less than expected.
- (4) **FY 2022-23 Forecast** - \$5.0M in reduced spending is anticipated from a slower pace of expenditures related to Applied Computing and Rural Health Initiatives. Unexpended Special Item Funds for this initiative were rolled forward from FY 2021-22 and budgeted as a transfer-in for FY 2022-23 as intended from state allocation.
- (5) **FY 2022-23 YTD Actuals** - Debt service is higher than prior year due to front-loaded savings from May 2021 state bond refinancing for improved interest rates.
- (6) **FY 2022-23 Net from Operations before Transfers In and Out Forecast** - Because of reduced spending, the net loss at yearend is forecasted to be less than budgeted.
- (7) **FY 2022-23 Forecast for Use of Non-operating Funds** - Net transfers-in from non-operating resources is expected to be less due to pace of spending in Applied Computing and Rural Health Initiatives and savings in other areas.
- (8) **FY 2022-23 Yearend Forecast** - Trending toward breakeven.

3.2.2 Dashboard



Quarterly Financial Dashboard

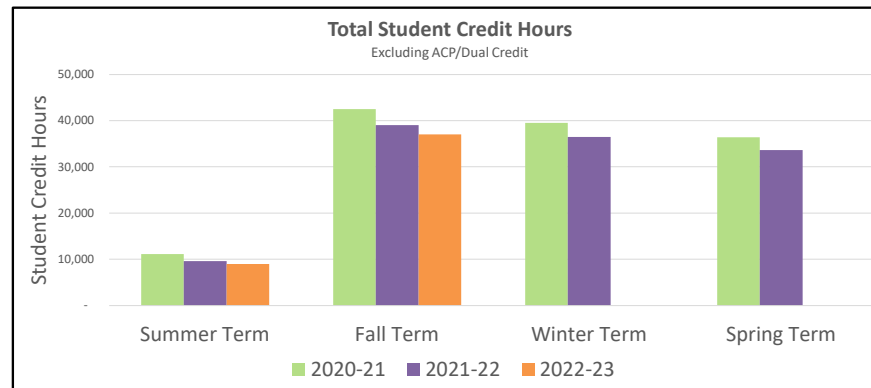
As of December 31, 2022



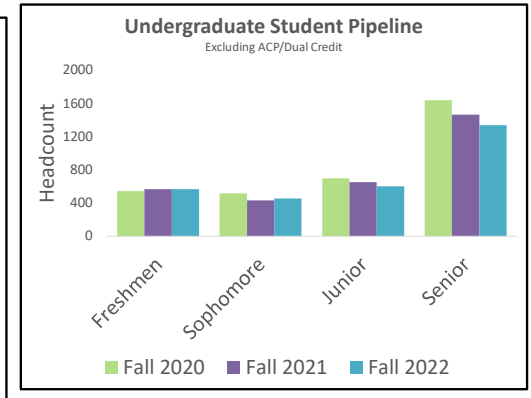
Key Financial Indicators		
E&G Fund Balance:	\$30,821	As of Dec 31, 2022
Debt Burden Ratio:	3.34%	As of June 30, 2022
Quasi Endowment:	\$6,397	As of Dec 31, 2022
Foundation Assets:	\$37,960	As of June 30, 2022

Student Tuition		
Undergraduate Tuition		
	2022-23	2021-22
Resident:	\$10,002	\$9,572
Non-Resident:	\$31,837	\$30,466
WUE:	\$15,003	\$14,357
Online:	\$13,230	\$12,645
Differential:	37% Premium	37% Premium

Graduate Tuition		
	2022-23	2021-22
Resident:	\$18,404	\$17,612
Non-Resident:	\$30,896	\$29,565
Online (MS-AH):	\$15,048	\$14,400
Online (MS-ET):	\$21,888	\$20,952
Differential:	37% Premium	37% Premium



Degree Completions					
		2021-22	2020-21	2018-19	3 Year Δ
Undergraduate	Resident:	528	522	493	7.1%
	Non-Resident:	236	244	239	-1.3%
Graduate	Resident:	25	30	13	92.3%
	Non-Resident:	16	12	14	14.3%



Notes:
 (1) Student tuition rates are shown at 15 credits per term for undergraduates and 12 credits per term for graduates.

3.2.3 Investment Report

FY2023 Q2 Investment Report

BACKGROUND

The Oregon Tech (university) investment report for the second quarter (Q2) of FY2023 is presented in the following sections:

- **FY2023 Q2 Oregon Tech Investment Report** – This section includes a report on the investments of the operating and endowment assets of the university. This report reflects the university’s operating assets that are invested in the Public University Fund and the university’s endowment assets managed by the Oregon State Treasury.
- **FY2023 Q2 Market Commentary** – This section provides a general discussion of the investment markets and related performance data for the second quarter of FY2023 (i.e., October 1 – December 31, 2022).

FY2023 Q2 OREGON TECH INVESTMENT REPORT

The schedule of Oregon Tech’s investments is shown in the investment summary below.

Public University Fund

(Prepared by the Public University Fund Administrator)

Oregon Tech’s operating assets are invested in the Public University Fund (PUF). As of December 31, 2022, Oregon Tech had \$38.7 million on deposit in the PUF. The PUF increased 1.0% for the quarter and decreased 0.5% fiscal year-to-date. The PUF’s three-year and five-year average returns were 0.3% and 1.5%, respectively.

The Oregon Short-Term Fund returned 0.7% for the quarter, underperforming its benchmark by 10 basis points. The Core Bond Fund increased 1.3% for the quarter, underperforming its benchmark by 20 basis points. The PUF investment yield was 0.8% for the quarter and 1.4% fiscal year-to-date.

Managing from the perspective that U.S. economic growth is slowing, and a potential recession is on the horizon, the Oregon State Treasury investment officers increased the Core Bond Fund’s allocation to U.S. Treasuries (61.8% versus 56.4% in Q1) and increased the average portfolio duration to 3.97 versus the benchmark’s 3.89, during the period. The investment team continues to search for attractively priced corporate bonds and securitized product to enhance the portfolio’s average yield. The Core Bond Fund’s annualized book yield was 4.1%, as of December 31, 2022.

Oregon Tech Quasi-Endowment Fund

The Oregon Tech Quasi-Endowment assets increased 1.3% for the quarter and decreased 1.5% fiscal year-to-date. The Oregon Intermediate-Term Pool underperformed its benchmark by 20 basis points for the quarter and outperformed its benchmark by 10 basis points fiscal year-to-date. The Endowment assets were valued at \$6.4 million, as of December 31, 2022.

Attachment C

Oregon Tech Investment Summary as of December 31, 2022 (Net of Fees)

	Quarter Ended 12/31/2022	Current Fiscal YTD	Prior Fiscal YTD	3 Yr Avg	5 Yr Avg	10 Yr Avg	Market Value	Actual Asset Allocation	Policy Allocation Target
OIT Operating Assets Invested in Public University Fund									
Oregon Short - Term Fund	0.7%	1.0%	0.5%	1.1%	1.6%	1.2%	\$ 13,626,507	35.2%	1
Benchmark - 91 day T-Bill	0.8%	1.3%	0.0%	0.7%	1.3%	0.8%			
PUF Core Bond Fund	1.3%	-1.4%	0.1%	-0.3%	1.2%	N/A	25,051,737	64.8%	1
Benchmark - Bloomberg Barclays Intermediate U.S. Gov't./Credit Index ²	1.5%	-1.6%	-0.5%	-1.3%	0.7%	1.1%			
Public University Fund Total Return	1.0%	-0.5%	0.3%	0.3%	1.5%	N/A	<u>\$ 38,678,244</u>	<u>100.0%</u>	
Public University Fund Investment Yield ³	0.8%	1.4%	0.7%	2.1%	2.3%	N/A			
OIT Endowment Assets									
Oregon Intermediate-Term Pool	1.3%	-1.5%	0.1%	-0.6%	1.0%	N/A	\$ 6,396,847	100.0%	
Benchmark - Bloomberg Barclays Intermediate U.S. Gov't./Credit Index ⁴	1.5%	-1.6%	-0.5%	-1.6%	0.5%	0.9%			

¹ The Public University Fund (PUF) policy guidelines define investment allocation targets based upon total participant dollars committed. Core balances in excess of liquidity requirements for the participants are available for investment in the Core Bond Fund. Maximum core investment allocations are determined based upon anticipated average cash balances for all participants during the fiscal year.

² 100% Bloomberg Barclays Intermediate U.S. Gov't./Credit Index as of February 1, 2021. From April 1, 2017 to January 31, 2021, the benchmark was 75% Bloomberg Barclay's Aggregate 3-5 Years Index, 25% Bloomberg Barclay's Aggregate 5-7 Years Index.

³ The reported investment yield for the quarter and fiscal year-to-date represent earned yields for the period and are not annualized rates.

⁴ 100% Bloomberg Barclays Intermediate U.S. Gov't./Credit Index as of January 1, 2021. From June 1, 2015 to December 31, 2020 the benchmark was Bloomberg Barclays 3-5 Year U.S. Aggregate Index.

Note: Outlined returns underperformed their benchmark.

Oregon Short Term Fund

December 31, 2022

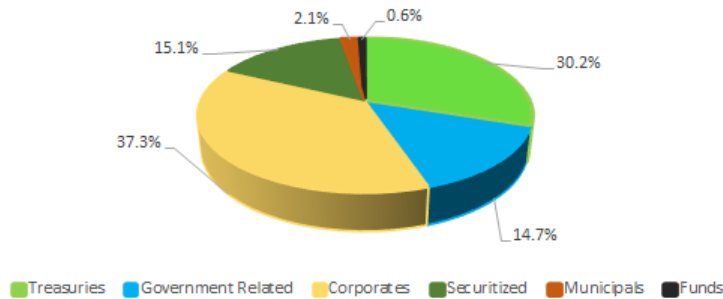
Portfolio Characteristics

Market Value 12/31/2022	\$ 199,847,476
Weighted Average Credit Quality	AA
Book Yield (%)	3.44%
Weighted Average Maturity (years)	195 Days
Duration (years)	0.41
Spread Duration (rate)	0.64

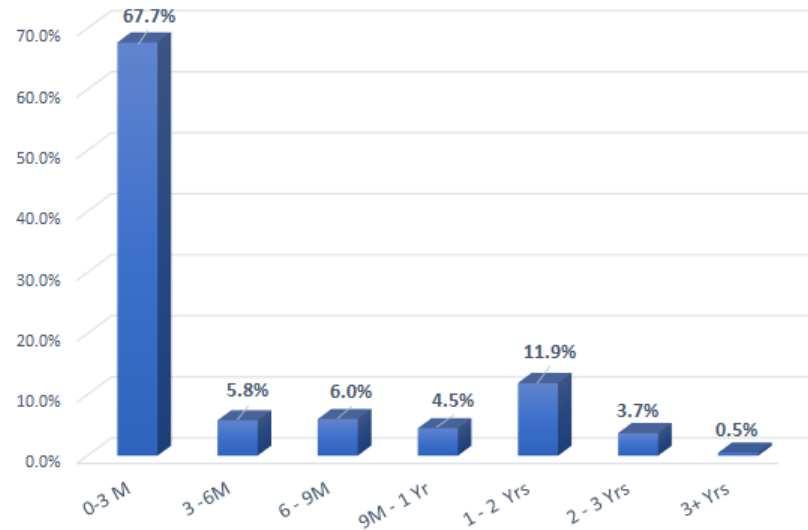
Top 10 Issuers

United States Treasury	29.9%
Federal Home Loan Banks	3.4%
JPMorgan Chase & Company	2.8%
Royal Bank of Canada	2.4%
CPPIB Capital Incorporated	2.2%
Bank of America Corporation	2.0%
Morgan Stanley	1.9%
National Rural Utilities Cooperative Finance Corporation	1.7%
Goldman Sachs Group Incorporated (The)	1.7%
Federal Farm Credit Banks Funding Corporation	1.5%
Total	49.4%

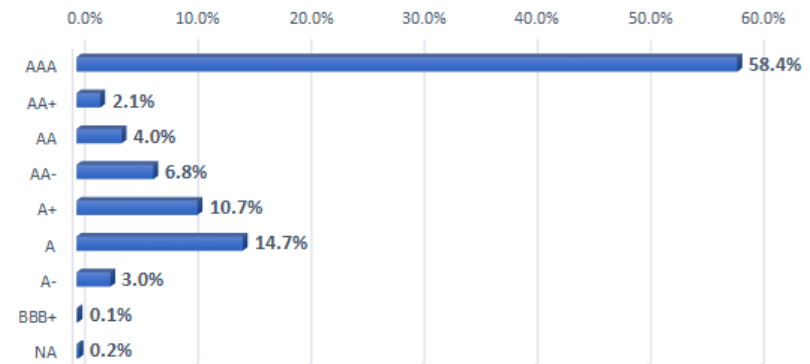
Sector Allocations



Maturity Breakdown



Credit Quality Distribution



Source: Oregon State Treasury

Core Bond Fund

December 31, 2022

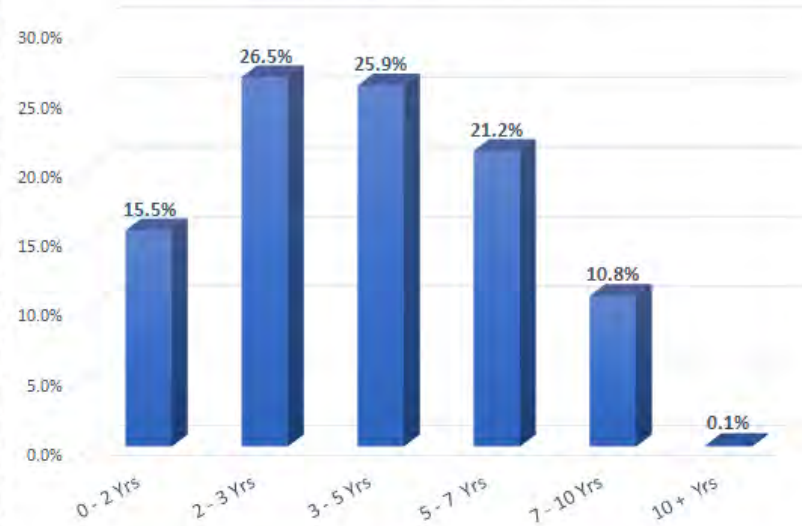
Portfolio Characteristics

Market Value 12/31/2022	\$ 367,410,843
Weighted Average Credit Quality	AA
Book Yield (%)	4.11%
Weighted Average Maturity (years)	4.58
Duration (years)	3.97
Spread Duration (rate)	1.52

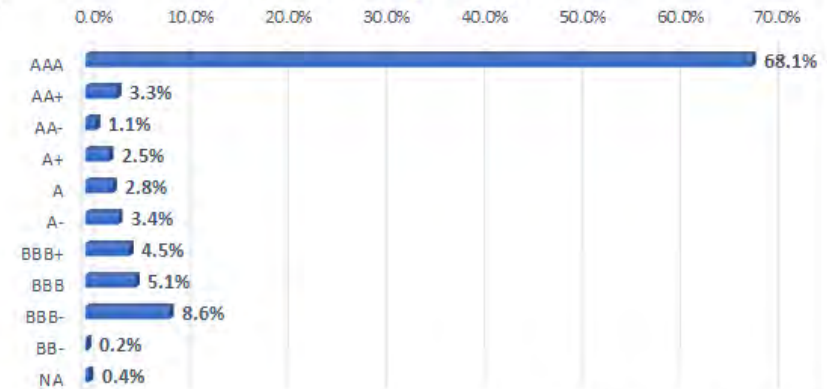
Top 10 Issuers

United States Treasury	62.5%
Deutsche Telekom AG	2.9%
F&G Global Funding	2.6%
Oscar US Funding Trust	2.3%
Ford Credit Trust 22-C	1.9%
Agree Realty Corporation	1.7%
OCI N.V.	1.6%
Fairfax Financial Holdings Limited Liability Company	1.5%
TRP LLC	1.4%
Ford Credit Trust 22-B	1.3%
Total	79.7%

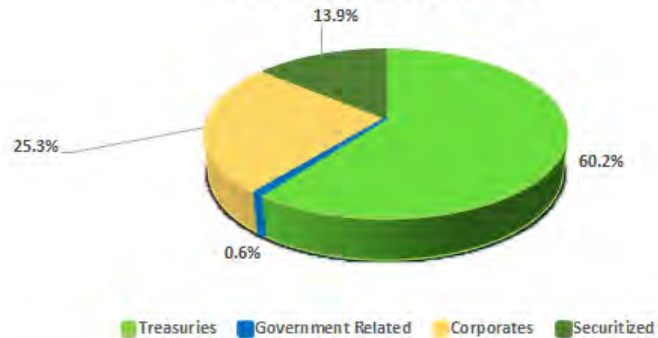
Maturity Breakdown



Credit Quality Distribution



Sector Allocations



Source: Oregon State Treasury

Attachment C

FY2023 Q2 MARKET COMMENTARY

(Prepared by Meketa Investment Group, consultants to the Oregon Investment Council)

Report on Investments – as of December 31, 2022

Economic and Market Update

Ending a very tough calendar year, most asset classes posted gains in the fourth calendar quarter on signs that policy tightening would slow given cooling inflation.

- Chairman Powell's testimony in November reiterated previous messaging on persistent and high inflation and the need for an extended period of monetary tightening weighing on assets in December. Markets remained focused though on signs that inflation is falling and that the size of future Federal Reserve (Fed) rate hikes could be lower.
- U.S. equity markets (S&P 500) sold off (-5.8%) in December but returned 7.6% in the fourth calendar quarter as investors balanced the Fed's caution with improving inflation data.
- In developed equity markets outside the U.S., sentiment deteriorated somewhat in December, but they posted a strong fourth calendar quarter return of 17.3% driven by a falling U.S. dollar and results in Europe where inflation started to slow.
- Emerging market equities declined in December (-1.4%) but less than the U.S. and had a strong fourth calendar quarter (+9.7%). A weaker U.S. dollar, declining inflation globally, and signs of China reopening its economy all contributed to the results.
- Bonds experienced one of the worst years on record given inflation levels and the rapid rise in interest rates (Bloomberg US Aggregate -13.0%). Optimism over declining inflation and a slower pace of policy tightening benefited bonds overall in the fourth calendar quarter.

Looking to calendar year 2023, the path of inflation and monetary policy, slowing growth globally, China reopening its economy, and the war in Ukraine will all be key.

Market Returns¹ December 31, 2022

	Month	Quarter	YTD	1-Year	3-Year	5-Year	7-Year	10-Year
S&P 500	-5.8%	7.6%	-18.1%	-18.1%	7.7%	9.4%	11.5%	12.6%
MSCI EAFE-ND	0.1%	17.3%	-14.5%	-14.5%	0.9%	1.5%	4.5%	4.7%
MSCI EM-ND	-1.4%	9.7%	-20.1%	-20.1%	-2.7%	-1.4%	5.2%	1.4%
MSCI China-ND	5.2%	13.5%	-21.9%	-21.9%	-7.5%	-4.5%	3.0%	2.4%
Bloomberg US Aggregate	-0.5%	1.9%	-13.0%	-13.0%	-2.7%	0.0%	0.9%	1.1%
Bloomberg US TIPS	-1.0%	2.0%	-11.8%	-11.8%	1.2%	2.1%	2.6%	1.1%
Bloomberg US Corporate High Yield	-0.6%	4.2%	-11.2%	-11.2%	0.0%	2.3%	5.0%	4.0%
ICE BofAML US 3-Month Treasury Bill	0.4%	0.8%	1.5%	1.5%	0.7%	1.3%	1.1%	0.8%
ICE BofAML 1-3 Year US Treasury	0.2%	0.7%	-3.6%	-3.6%	-0.4%	0.8%	0.7%	0.7%
ICE BofAML 10+ Year US Treasury	-1.6%	-0.4%	-28.2%	-28.2%	-7.0%	-2.0%	-0.1%	0.7%

¹Source: Oregon State Treasury

After broad declines in calendar Q3 driven by expectations for further policy tightening, most major asset classes were up in the fourth calendar quarter on hopes of inflation and policy

Attachment C

tightening peaking. Outside of commodities, all other public market asset classes declined in calendar year 2022. It was the first time since the 1960s that both stocks and bonds declined together in a calendar year.

U.S. Equities: The S&P 500 Index declined 5.8% for December but gained 7.6% for the quarter. Historic inflation and rapidly rising interest rates led to significant declines (-19.2%) for the full calendar year. U.S. stocks fell broadly in December on the Fed signaling its continued resolve to raise rates but gained overall for the quarter on hopes that interest rates could be peaking soon given slowing inflation. All sectors declined during December, led by consumer discretionary and technology with defensive sectors declining less. For the quarter, most sectors were up led by energy and industrials. In a continuation of the overall trend in calendar year 2022, value stocks outperformed growth stocks in the fourth calendar quarter given higher interest rates and slowing growth.

International Equities: Developed international equities (Morgan Stanley Capital International (MSCI) Europe, Australasia and Far East (EAFE)) rose 0.1% in December and an impressive 17.3% in the fourth calendar quarter. Emerging markets (MSCI Emerging Markets) fell -1.4% in December but gained 9.7% for the quarter. Inflation and rising rates also weighed on international equities last year, as well as a strong U.S. dollar for most of the year. International developed market equities, specifically Europe, held up better relative to the rest of the world in December with the MSCI EAFE up 0.1%. In the fourth calendar quarter, they returned a significant 17.3% due in part to the recent weakness in the U.S. dollar (+8.7% in local terms), leading to lower declines for the calendar year. In December, emerging markets outperformed the U.S. but trailed developed market equities as China's rally was not enough to offset weakness elsewhere (e.g., India -5.5%). For the quarter, a weakening U.S. dollar and China reopening led to strong results (+9.7%), but emerging markets remained the weakest for calendar year 2022 due to China. Like the U.S., value outpaced growth globally in calendar year 2022.

Fixed Income: The Bloomberg U.S. Aggregate declined 0.5% in December but rose 1.9% for the fourth calendar quarter. Last year was one of the worst on record, with the broad bond market declining 13%. The Fed reconfirming its commitment to tighten policy in the face of high inflation weighed on U.S. fixed income in December. Riskier bonds outperformed for the quarter due to improving risk sentiment with emerging market bonds performing particularly well.

In December, policy-sensitive interest rates at the front-end of the curve continued to rise with the two-year Treasury yield increasing from 4.3% to 4.4%. Longer dated ten-year Treasury yields also increased (3.6% to 3.9%). For the calendar year, the yield curve rose dramatically across maturities and moved from steep to inverted. The Fed remains strongly committed to fighting inflation, as it increased rates another 50 basis points to a range of 4.0% to 4.5% at its December meeting. This brought the total number of increases for calendar year 2022 to seven. The yield spread between two-year and ten-year Treasuries narrowed somewhat to -0.54% after finishing November at -0.70%. The more closely watched measure by the Fed of three-month and ten-year Treasuries also remained inverted. Historically, inversions in the yield curve have often preceded recessions.

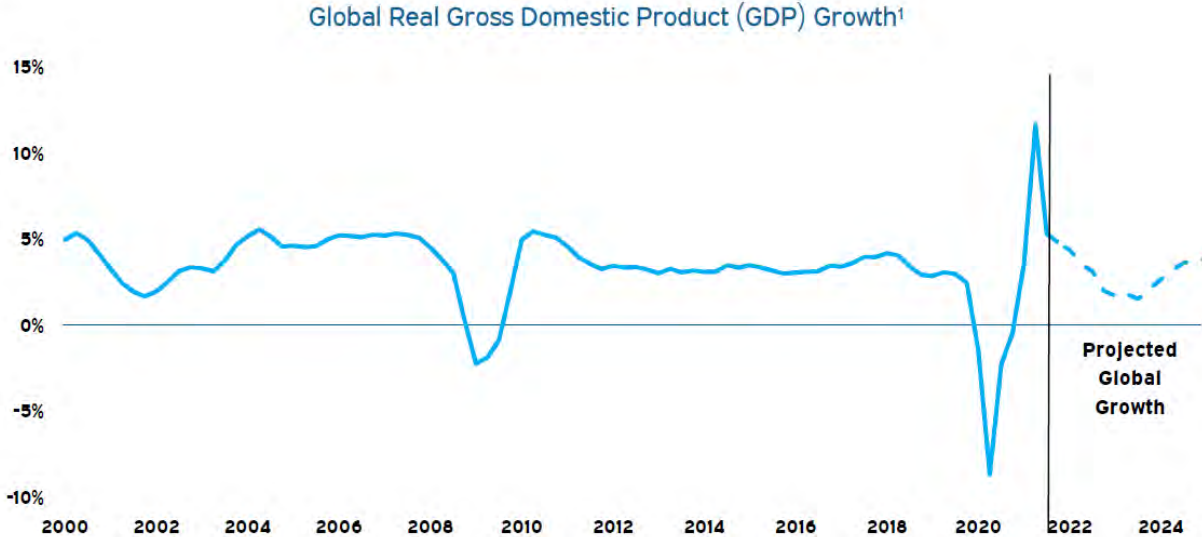
Attachment C



¹ Source: Bloomberg. Data is as of December 31, 2022.

Global Economic Outlook

Global economies are expected to slow in calendar year 2023 compared to calendar year 2022, with risks of recession increasing given persistently high inflation and related tighter monetary policy. The delicate balancing act of central banks trying to reduce inflation without dramatically impacting growth will remain key.

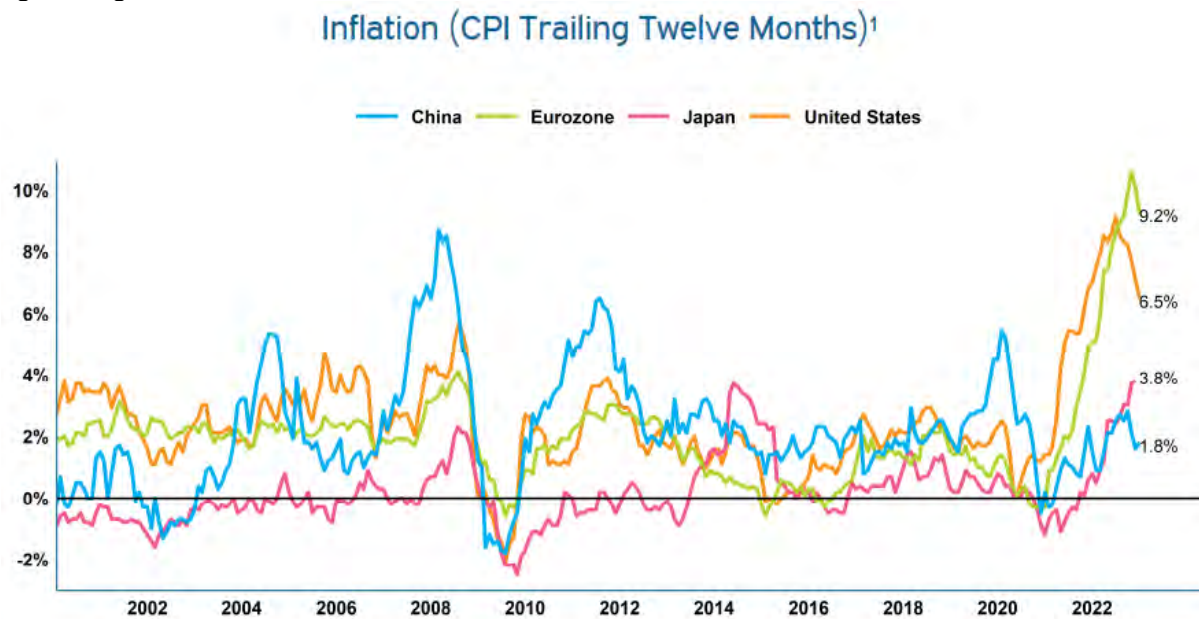


¹ Source: Oxford Economics (World GDP, US\$ prices & PPP exchange rate, real, % change YoY. Updated December 2022.

In calendar 2022, many central banks aggressively reduced pandemic-era policy support in the face of high inflation with the U.S. taking a more aggressive approach. In December, the Bank of Japan relaxed its target yield for the 10-year bond which may mark an incremental step toward policy normalization after eight years of quantitative easing. The one notable central bank outlier is China, where the central bank has lowered rates and reserve requirements in response to slowing growth. The risk remains for a policy error, particularly overtightening, as

Attachment C

record inflation and aggressive tightening to date could heavily weigh on global growth. The Fed's policy rate path could diverge from others this year given their strong early start to tightening.



¹ Source: Bloomberg. Data is as of December 2022. The most recent data for Japan and China is as of November 22.

Inflation increased dramatically from the lows of the pandemic, particularly in the U.S. and Eurozone where it has reached levels not seen in many decades. Inflation pressures are slowly declining in the U.S., but they remain elevated, while in Europe they have reached historic levels due to skyrocketing energy prices and a weak euro. Supply issues related to the pandemic, record monetary and fiscal stimulus, strict COVID-19 restrictions in China, and higher commodity prices driven by the war in Ukraine have been key global drivers of inflation.

As economies have largely reopened, helped by vaccines for the virus, improvements have been seen in the labor market. Despite slowing growth and high inflation, the U.S. labor market remains a bright spot. Unemployment in the U.S., which experienced the steepest rise from the pandemic, has remained in a tight 3.5%-3.7% range for most of the calendar year. The strong labor market and higher wages, although beneficial for workers, motivates the Fed's efforts to fight inflation, likely leading to higher unemployment.

Overall, the U.S. dollar continued to weaken from its recent peak in December as declining inflation supported the case for the Fed to slow its tightening. The dollar finished the calendar year much higher than it started due to the increased pace of policy tightening, stronger relative growth, and safe-haven flows. As we look to 2023, the track of inflation across economies and the corresponding monetary policy will likely be key drivers of currency moves.

Summary - Key Trends:

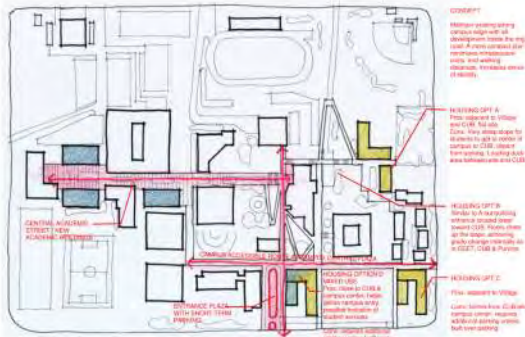
- The impacts of record high inflation will remain key, with market volatility likely to stay high.
- Global monetary policy could diverge in calendar year 2023 with the Fed pausing and others continuing to tighten. The risk of policy errors in both directions remains.

Attachment C

- Growth will continue to slow globally during calendar 2023, with many economies likely falling into recessions. Inflation, monetary policy, and the war will all be key.
- In the U.S., the end of many fiscal programs is expected to put the burden of continued growth on consumers. Higher energy and food prices could weigh on consumer spending.
- Valuations have significantly declined in the U.S. to around long-term averages, largely driven by price declines. The key going forward will be whether earnings can remain resilient if growth continues to slow.
- Outside the U.S., equity valuations remain lower in both emerging and developed markets, but risks remain, including potential continued strength in the U.S. dollar, higher inflation particularly weighing on Europe, and China's rushed exit from COVID-19 restrictions and on-going weakness in the real estate sector.

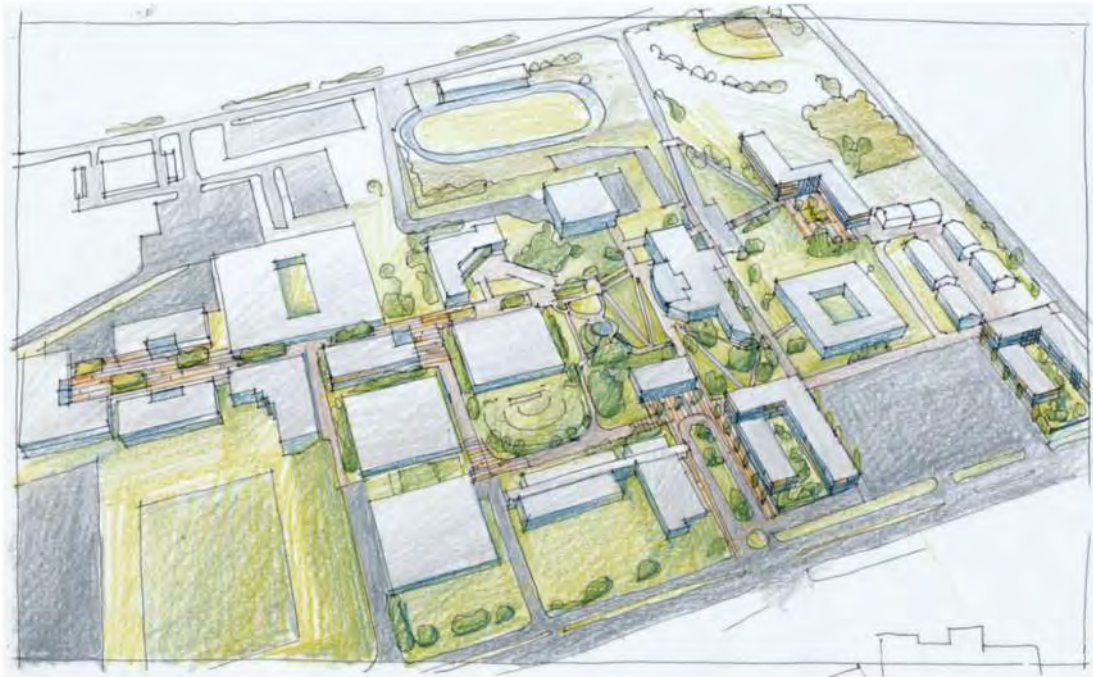
Master Plan Draft

Oregon Tech has been underway with a comprehensive campus master planning update since December 2022. Reviewing the process and larger planning themes offered insights into larger campus concepts that informed available opportunity sites for the new residence hall.



Concept Diagram

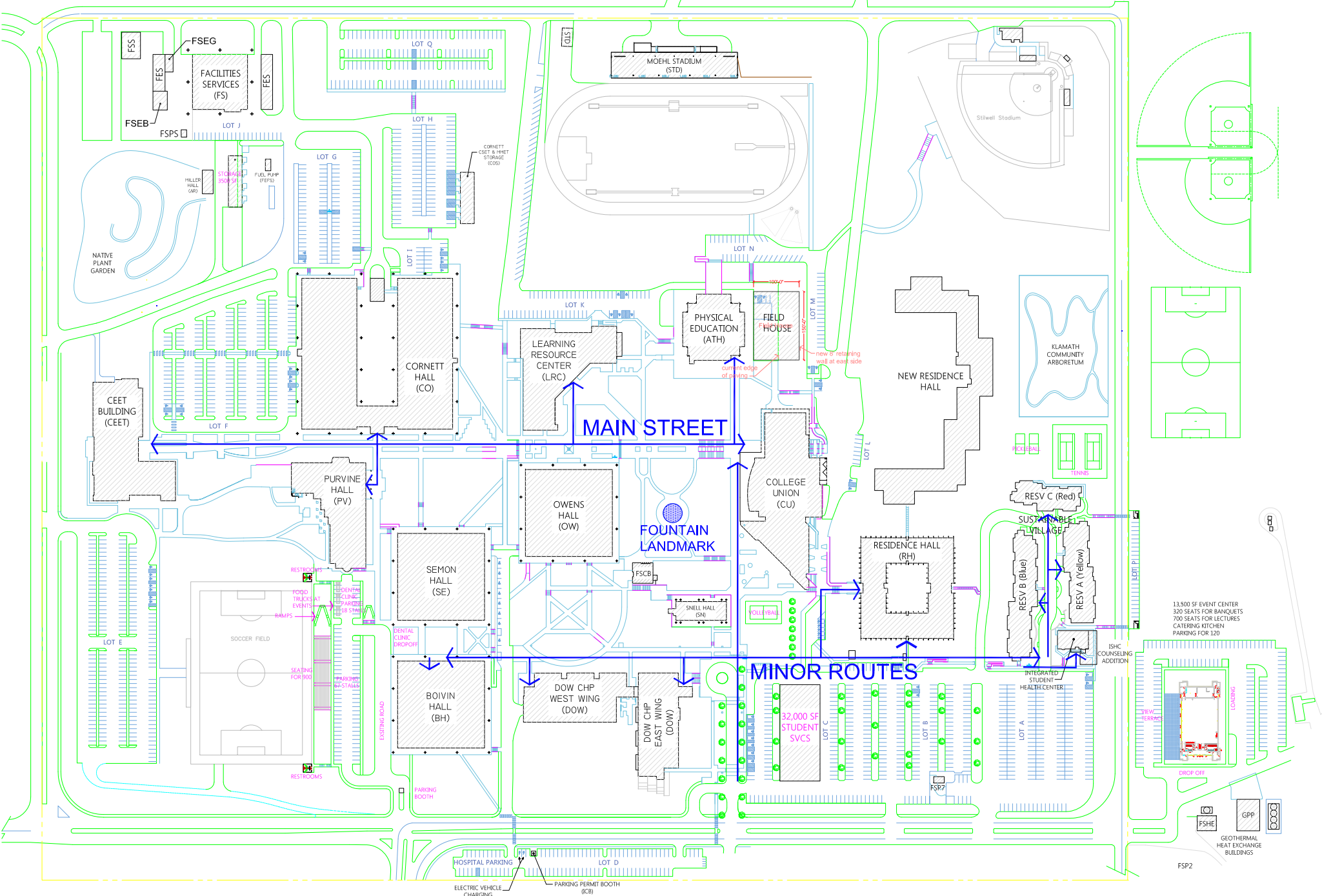
Courtesy of Soderstrom Architects



Concept Sketch - Aerial View

Courtesy of Soderstrom Architects

THE RING ROAD DEFINES A VERY STRONG CAMPUS EDGE

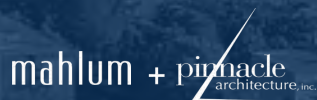


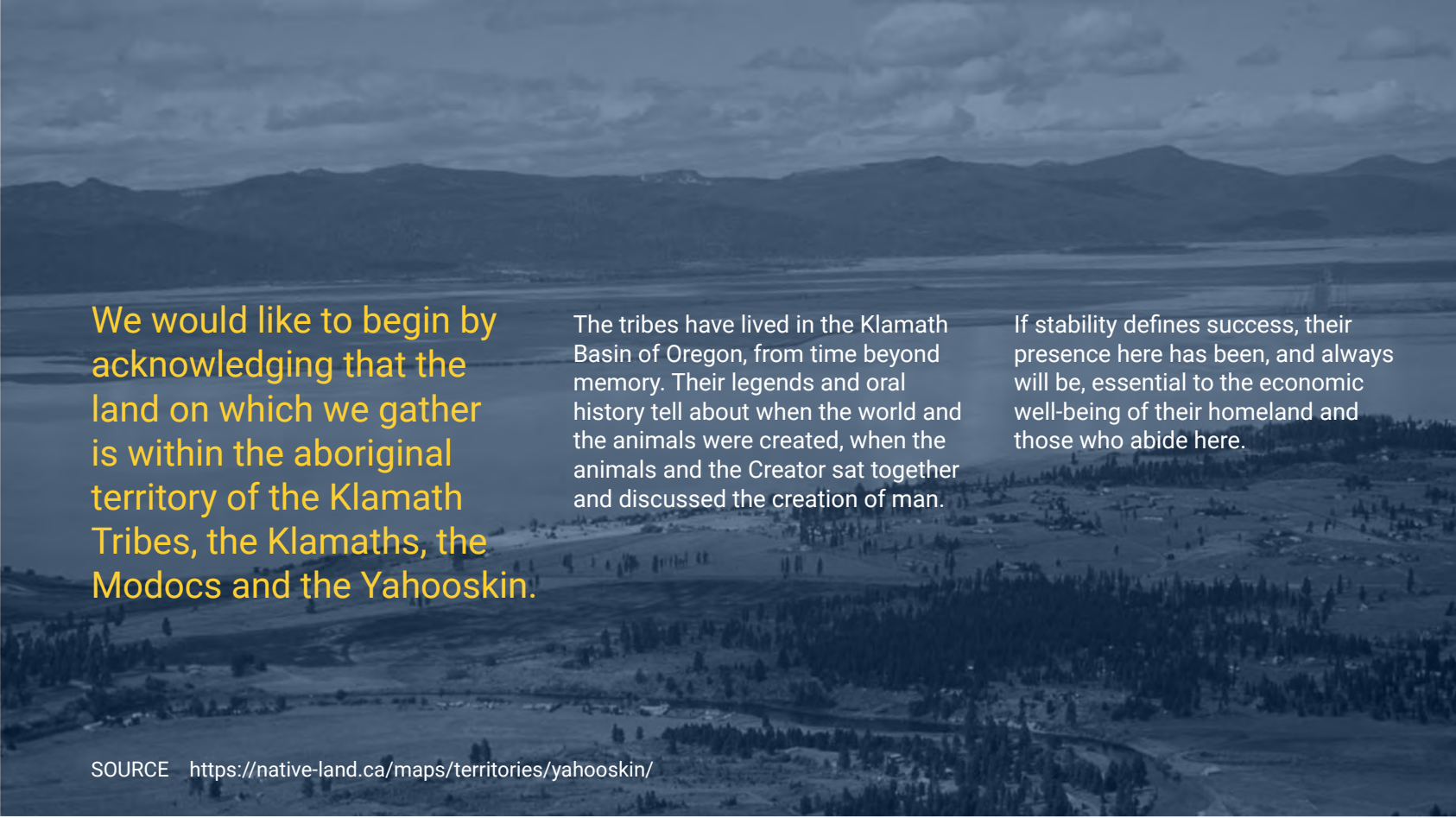
FACILITIES PLANNING COMMISSION - PROJECT UPDATE

New Student Housing

Oregon Institute of Technology

6 APRIL 2023





We would like to begin by acknowledging that the land on which we gather is within the aboriginal territory of the Klamath Tribes, the Klamaths, the Modocs and the Yahooskin.

The tribes have lived in the Klamath Basin of Oregon, from time beyond memory. Their legends and oral history tell about when the world and the animals were created, when the animals and the Creator sat together and discussed the creation of man.

If stability defines success, their presence here has been, and always will be, essential to the economic well-being of their homeland and those who abide here.

Agenda

Land Acknowledgement Agenda

- > Project Overview
- > Project Understanding
- > Stakeholder Engagement
- > Site Assessment
- > Program Development
- > Concept Development
- > Proposed Concept

Project Overview

- > Executive Summary
- > Participants
- > Detailed Workplan
- > Overall Project Schedule

Executive Summary

In January of 2023, Mahlum Architects + Pinnacle Architecture were hired by Oregon Tech to provide comprehensive design services (site selection, programming design, documentation and construction administration) for the new residence hall facility, located on the Klamath Falls campus. The vision for this new residential facility is to enhance recruitment of first-year student and retention of second-year students by providing a dynamic and enriched community experience.

The process looked at opportunity sites identified in the Campus Master Planning update to select the optimal site to add 500 student beds on campus. The project team utilized peer institution benchmarking as well as comprehensive engagement of OT leadership, housing and facilities staff as well as students to articulate a vision for the project.

PRIDE :: *A high-quality, long-lasting building that reflects the excellence of an OT education and enhances the OT experience*

THRIVE :: *A Place that feeds the curiosity to discover and innovate, and conveys the ineffable qualities of infinity and joy*

RETURN :: *A place to feel at home, where you can retreat, relax, and re-energize alone and with your community*

This report documents the 10-week process and outcomes from project kick-off and visioning, site assessment, program and concept development and final concept selection. The current building size is approximately 86,277 GSF. An appendix is included which includes meeting minutes, content from each of the steering committee meetings and additional details encompassing the process.



Participants

Oregon Tech Steering Committee:

Dr. Erin Foley	VP Student Affairs
John Harman	VP Finance & Administration
Dr. Mandi Clark	Director of Housing / Res Life
Thom Darrah	Director of Facilities
Alicia Dillon	Assistant VP / Controller
Celia Green	Operations Assistant
Jim Lake	Maintenance Supervisor
Mark Neupert	Professor
Brandon Moehlmann	Student
Trent LaMont	Student
Kate Hicks	Student
Kylee Cantu	Student
Kagan Bixler	Student
Nick Armbrust	Student

Design Team:

Architectural Team

Kurt Haapala, FAIA	Principal in Charge
Jeremy Rear, AIA	Project Manager
Octavio Gutierrez, AIA	Project Designer
Brett Dunnam, AIA	Project Designer
Rachel Auerbach, AIA	Project Architect
Mark Rossi, RA	Senior Project Architect

Consultant Team

Josh Modin, ZCS Engineering	Civil / Structural Engineer
Greg Covey, Covey Pardee	Landscape Architect
Alan Pardee, Covey Pardee	Landscape Architect
Robert Smith, PAE Engineers	M/E/P/T Engineering

Project Understanding

- > Project Scope
- > Our Weather Gauge
- > Community Agreements
- > Project Vision Statement

Project Scope



First Year
Experience +



500 Revenue Beds
510 Total Beds



Determined:
Site A/B



Targeting
85,000 GSF



\$35 m Project
\$28 m Direct



LEED Silver
Equivalent



Connect to
Campus Utilities



Parking to be
Resolved



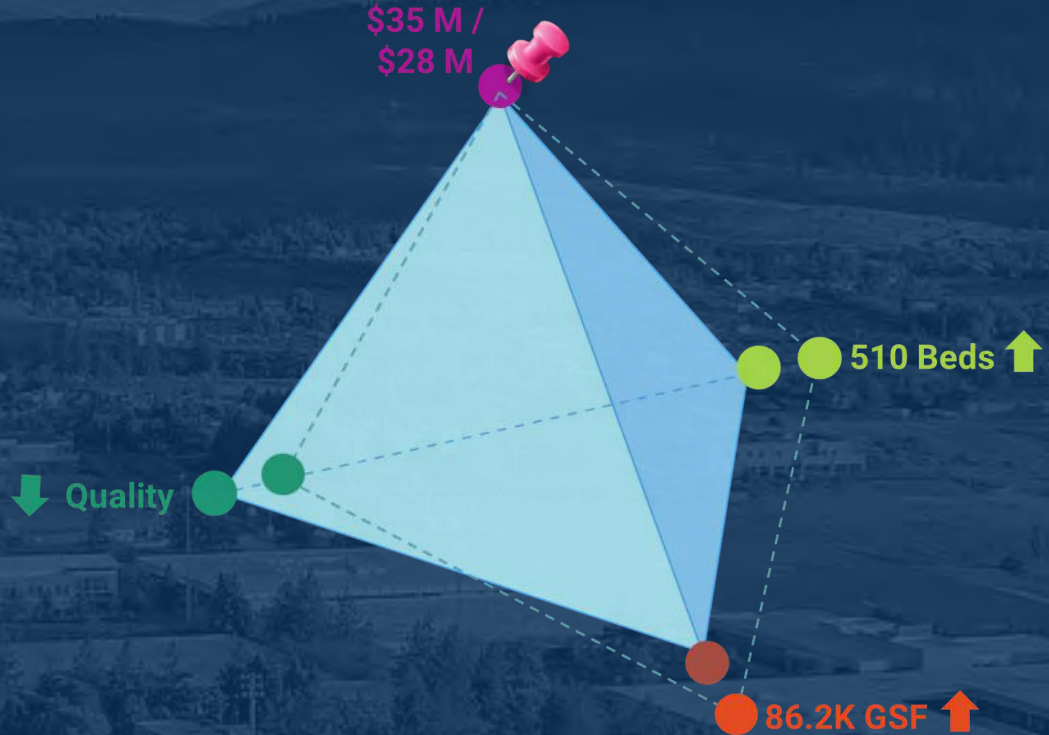
Quality Student
Experience



Include Housing
Office Suite

Our Weather Gauge

The Project Team continually revisited conversations around scope and maximizing quality as the project process unfolded. The weather gauge graphic was a constant reminder that as decisions were made increasing size, quality would be impacted.



Project Vision Statement

The design team facilitated a visioning exercise which provided the OT Steering Committee the opportunity to express, in both words and images, the ideal student community experience.

This became the foundation for a series graphic explorations to arrive at a Vision Statement for the project.



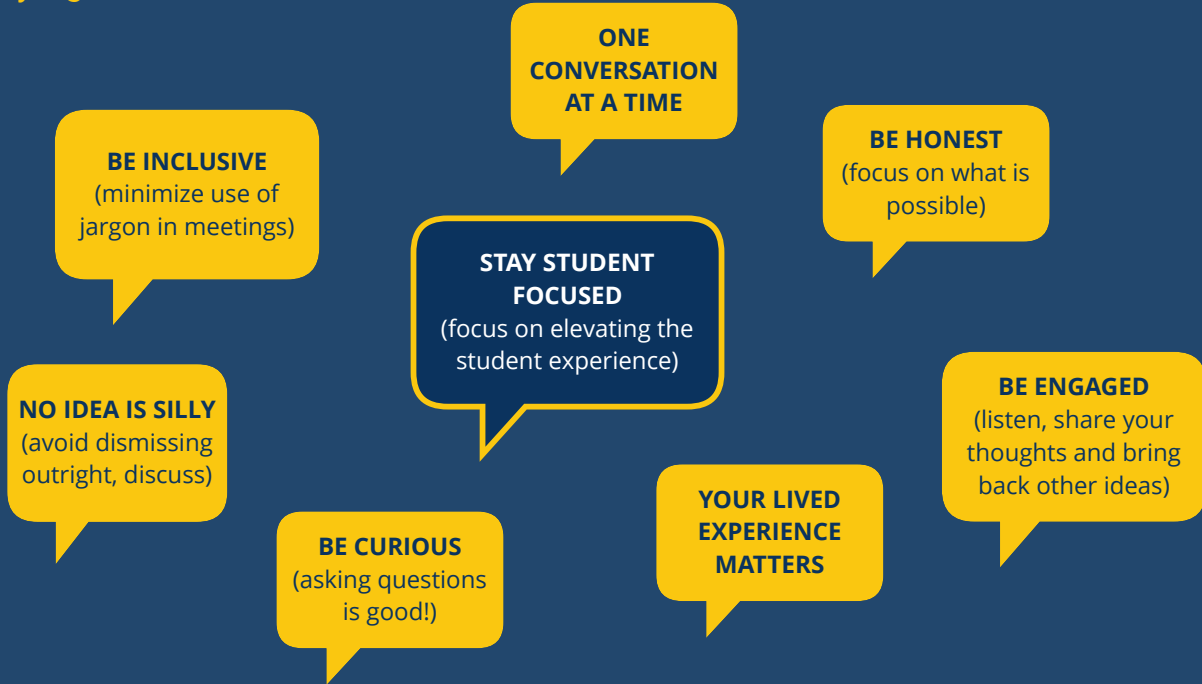
Stakeholder Engagement

- > Community Agreements
- > Campus Engagement
- > Student Engagement



Community Agreements

> Our Community Agreements Are...



Campus Engagement

What are the top priorities for the New Residence Hall?

- > What is unique about OIT and Residence Life?
- > How can the New Residence Hall support or hinder your goals & priorities?
- > What positive change would you like to see with the New Residence Hall?
- > What works well?
- > Where do you think the biggest impact in residence life can be made?



Campus Engagement

> What positive change would you like to see with the New Residence Hall?

- **Need for elevator**
- Good size **closets for custodians**
- **Easy access** to garbage and get it out of the building - Trash dumpster not up ten flights of stairs
- **Parking for residents and custodians**
- **Modern, quality building** to replace the existing Residence Hall
- **Big meeting areas**, cozy
- **Unloading area** / Shipping mail packages
- **Storage / offices / shop**
- **Main supply closet** easy to access and big enough for the whole building to hold what is needed
- **Break room for custodians**
- Focus on **study rooms and gathering spaces** (best suiting Students' needs)
 - A TV lounge isn't great for studying and a study space isn't great for lounging
 - Currently, study rooms in the Residence Hall look like psych wards and the TV lounge can't be easily arranged for programming
 - We need space for both that are "separate" from housing / living areas.

Student Engagement

Spectrum Exercise

- > Safety & Well-Being
- > Sense of Place
- > Sustainability



Student Engagement

Build Your Own Residence Hall



Student Engagement

Build Your Own Residence Hall

QR Code VRT Tour: Triple Unit and Bathrooms



Student Engagement

Beauty & Culture Exercise

What is Beauty & Culture at Oregon Tech?

- Memory
- Place
- Thought
- Image
- Feeling
- Experience



What is Beauty & Culture at Oregon Tech?



The hike to the O

Sunsets from upper campus

Bowman hole is the starting point for the campus ghost tours run by the campus security officer

Best place on campus

The work the students put in

Lake

View from back of CEET is great!

Rock climbing wall for exercise and fun. Bring it back!

Bowman hole

Make tennis courts into something we will actually use - greenhouse, pool

Gathering space and snacks

Great views during sunset

View down the length of campus

Constant card games

Kendal bench

Incredible view of campus from village stairs

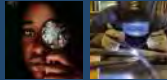
Very pretty view

Finding parking is a pain in the ass, we need a parking garage

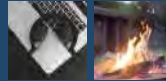
Student Engagement

Beauty & Culture - LEARNING / INNOVATION

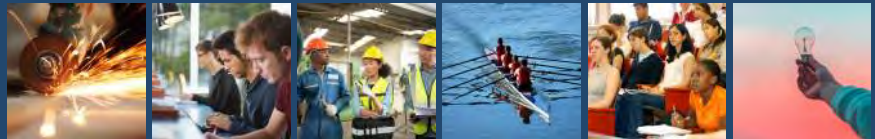
The hands-on approach to classes



OIT has a culture that embraces both tech and nature



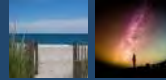
- Hard working and hands-on culture
- Committed to school
- Learning and growing towards our dreams together
- Oregon tech has a culture of teamwork and amazing work ethic, like rowing :)
- Helpful and caring professors
- Ideas are born here



Student Engagement

Beauty & Culture - PLACE / NATURE

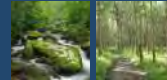
Has an open view not blocked by a large city scape



Shows some of the beauty of the NW



I really like a nature feel and water. Making the area feel less industrial



The outdoor life; for example the hiking opportunities are what I think of



- The sight at the top of the OT hill is truly a beautiful sight at sundown
- Brown and earthy colors is what I think of re: OIT
- Being near a lake, flowers
- Being at peace in nature, music, greenery
- I see nature as important



Student Outreach - What Excites You

> 7 February 2023



What excites you about living on campus?

Student Outreach - What Excites You

New Experiences!

What excites you about living on campus?

Being myself, being able to express myself freely, friends

Meeting new people & Creating memories <3

Being close to campus

Easy access to campus resources.

Seeing my friends and community and able to ask classmates for help on class work

I love being surprised at what I find when people use the lobbies, whether it's something as simple as a study group or fun like a game night. **It can sometimes turn strangers into friends.**

Joining clubs and other activities

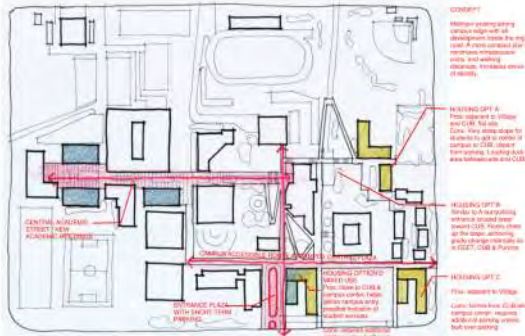


Site Assessment

- > Master Plan Draft
- > Opportunity Sites
- > Site Factors and Criteria
- > Site Analysis and Selection

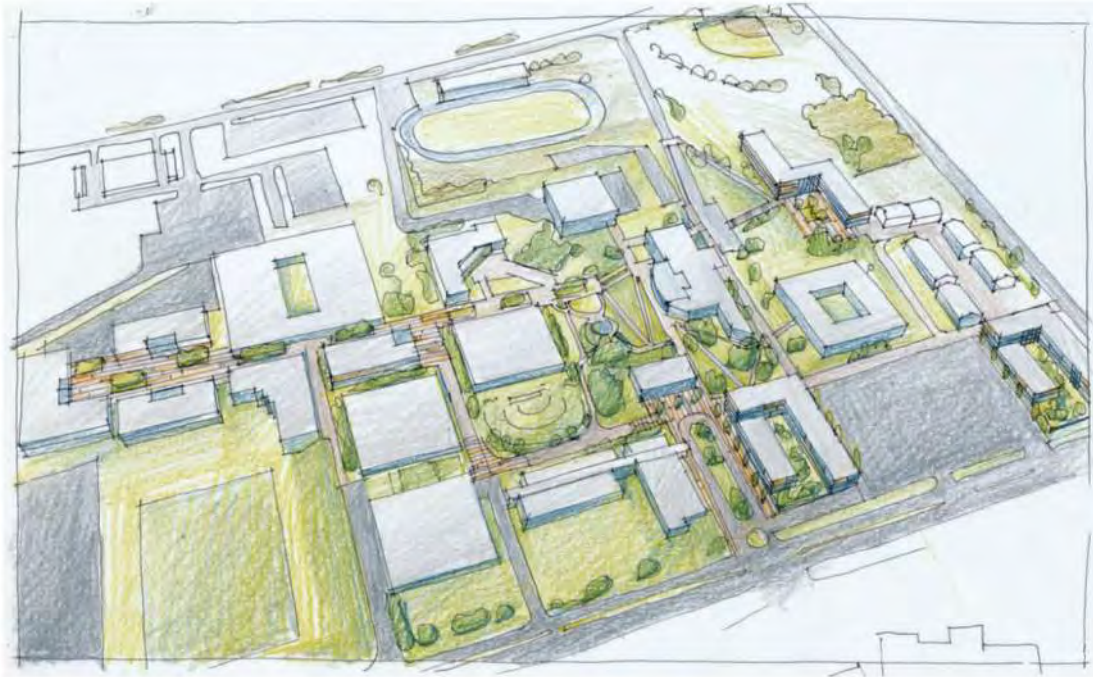
Master Plan Draft

Oregon Tech has been underway with a comprehensive campus master planning update since December 2022. Reviewing the process and larger planning themes offered insights into larger campus concepts that informed available opportunity sites for the new residence hall.



Concept Diagram

Courtesy of Soderstrom Architects



Concept Sketch - Aerial View

Courtesy of Soderstrom Architects

Opportunity Sites

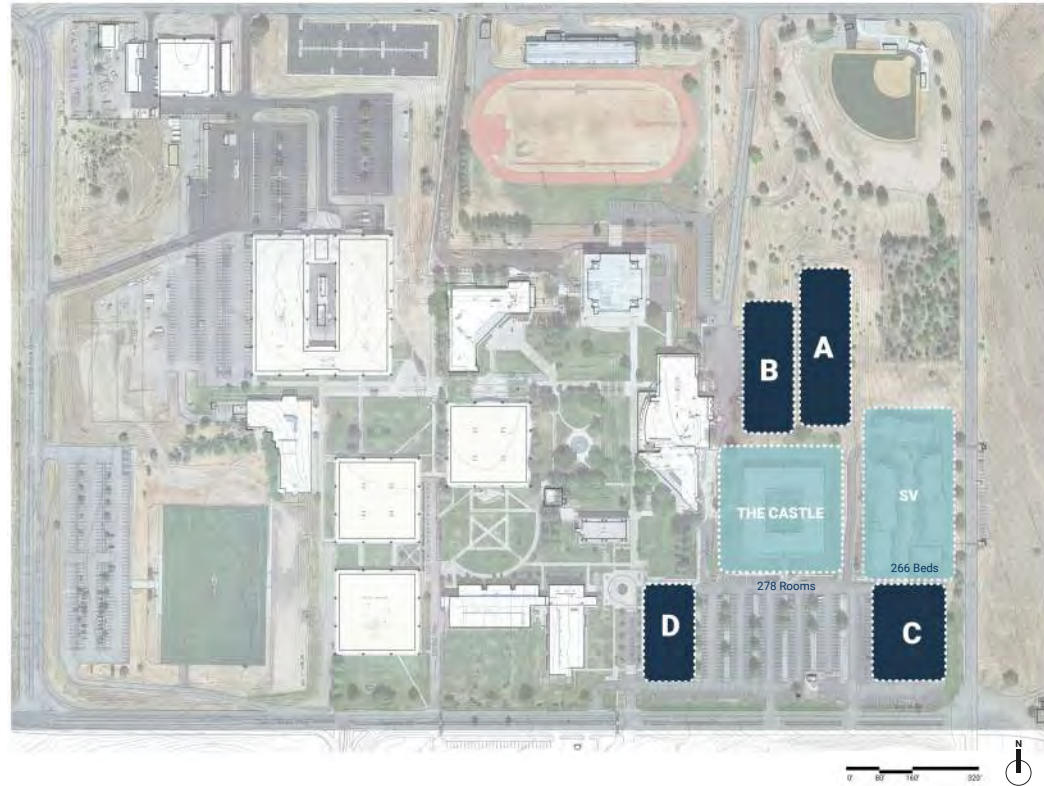
> Existing Housing Sites

- Residence Hall 'The Castle'
~**2.0 acres**
Existing 500+ Bed Facility
yields **250+ Beds/Acre**
- Sustainable Village ~**2.1 acres**
266 Beds, Suite Configuration
yields **127 Beds/Acre**

> New Housing - Opportunity Sites (12/2022 Master Plan Draft)

- Site A ~**1.1 acres**
- Site B ~**0.9 acres**
- Site C ~**0.9 acres**
- Site D ~**0.7 acres**

> **Conclusion** - all sites are small
for the proposed scale of building







Site Factors and Criteria





































> Comparison Matrix

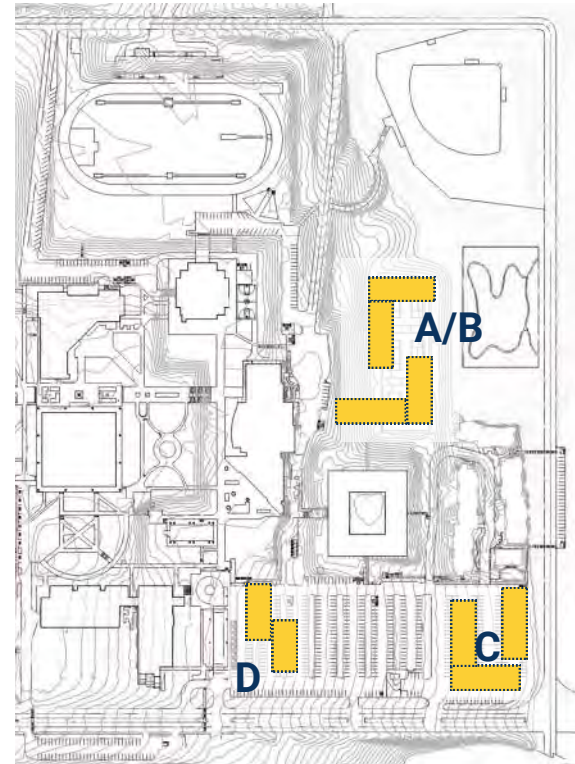
Together with the OT Steering Committee, the design team established key site factors and evaluated each site against the site factors in order to identify the optimized site for the new residence hall.

The assessment revealed that a combination of Site A and Site B would be required (Site A/B) offered the best opportunity moving forward.

Legend

-  Challenging
-  Caution / Concern
-  Favorable
-  Best of the Parliament

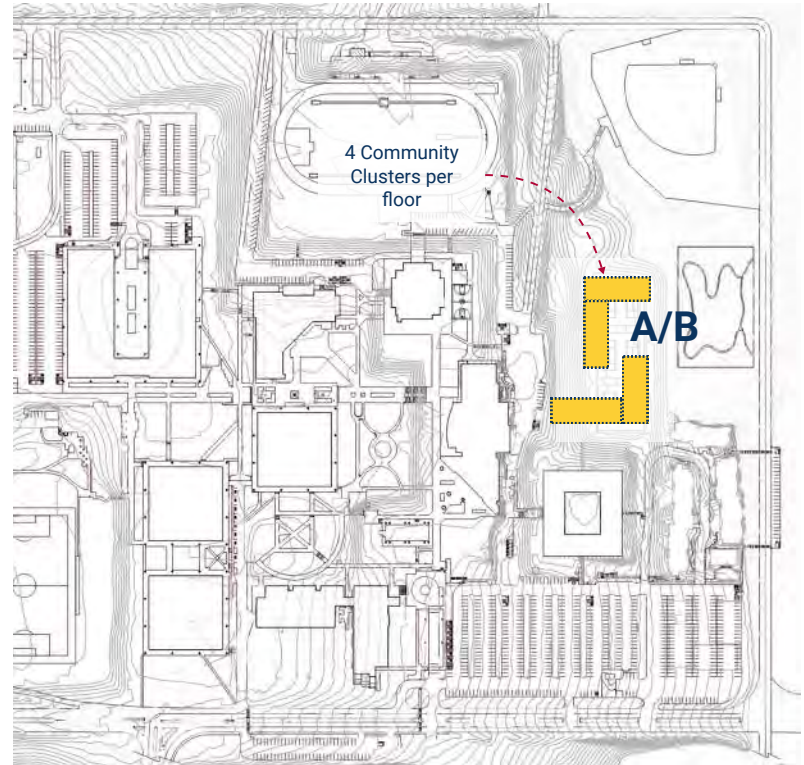
Factor	Site A/B	Site C	Site D
Campus Connections			
Parking			
Fire Access			
Deliveries and Service			
Move in / Move out			
Accessibility			
Fit - Height, Density			
Campus Character			
Utilities			
Stormwater			
Grading			
Outdoor Access / Views			
Safety			
Budget			



Site Analysis and Selection

> Site A/B Analysis

- Adjacent to CU and the SV
- Doesn't remove parking
- Could add parking
- Fire access needs resolution
- Deliveries and service adjacent to union
- Move-in & move-out could benefit from fire loop, new parking
- Could increase accessibility to east portion of campus
- Could be accomplished in 3 stories
- Has breathing room
- Utilities are easily accessed
- Stormwater is not an issue
- Has best outdoor access and views
- Grading may be major challenge



Program Development

- > Numeric Program
- > Room Configurations
- > Community Cluster
- > Bathroom Configuration
- > Community Amenities

Numeric Program

Program Highlights:

- > 500 Revenue Generating Beds
- 20 Single Rooms
- 192 Doubles
- 32 Triples
- > 10 Resident Assistant Singles
- > 10 Community Clusters
- > Centralized Community Kitchen
- > Centralized Community Laundry
- > Housing Administrative Offices

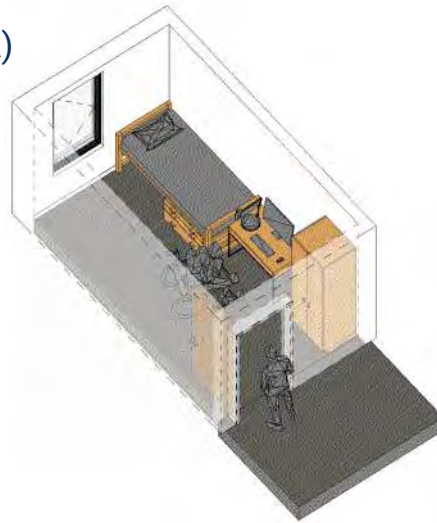
See Appendix for Detailed Numeric Program

Oregon TECH		Oregon Institute of Technology		mahlum		pinnacle architecture, inc.	
Proposed Student Housing							January 24, 2022
Preliminary Program 510 Beds / 10 Community Clusters							
Room Name	Quantity	iSF / Room	Total ASF	Total Bed:ASF / Bed	% Units	Comments	
Residential Apartments							
Single Bedroom	20	117	2,347	20	117	3.9%	1 per grouping
Double Bedroom	152	166	31,915	384	83	75.3%	14 per grouping
Triple Bedroom	32	215	6,884	96	72	18.8%	4 per grouping
Resident Assistant Suite	10	117	1,173	10	117	2.0%	RA Ratio = 1:50
Subtotal Residential Living Space	254		42,318	510		49%	of Total GSF
					83		ASF/student
Room Name	Quantity	iSF / Room	Total ASF				
Residential Restrooms							
Community Bathrooms	10		815	8,155			1: 6.375 Fixture to Student Ratio
Subtotal Residential Restrooms	264		8,155			9%	of Total GSF
					16		ASF/student
Room Name	Quantity	iSF / Room	Total ASF				
Residential Amenities							
Shared Lounges	4		756	3,024			Half cluster in a table and chairs assembly.
Single Lounges	2		316	755			
Student Nooks	12		20	240			
Study Rooms	6		120	720			5 stations at 25 SF
Community Kitchen / Lounge	1		300	300			
Laundry	1		440	440			22 SF per machine
Student Trash Areas (recycle/trash/compost)	0		500	0			
Animal Care Station	0		50	0			
Student Belonging Storage	0		500	0			
Bicycle Storage	0		300	0			
Vending	2		32	64			32 off vending machine
Public Restroom	2		50	100			Shared with Res Life Offices
Front Desk/Main Lobby/Lounge	1		200	200			Shared with Res Life Offices
Subtotal Residential Common Area			5,644			7%	of Total GSF
					11		ASF/student
Room Name	Quantity	iSF / Room	Total ASF				
Residence Director Apartment							
Subtotal RD Apartment	1		500			1%	of Total GSF
Room Name	Quantity	iSF / Room	Total ASF				
Residential Life Offices							
Subtotal Res Life Offices	0		1,810			2%	of Total GSF
					91		ASF/staff (assuming 20 staff)
Room Name	Quantity	iSF / Room	Total ASF				
Building Support Space							
Subtotal Building Support Space			2,180			3%	of Total GSF
Room Name	Quantity	iSF / Room	Total ASF				
Circulation, Walls & Infrastructure							
Subtotal Circulation, Walls & Infrastructure			25,670			30%	of Total GSF
Total Building Assignable Square Feet (ASF)			60,607		119		ASF / Student
Total Building Gross Square Feet (GSF)			86,277		169		GSF / Student
Variance from Target GSF			1,277				
Building Efficiency (ASF/GSF)			70%				
Building Efficiency (Residential Living Space/GSF)			49%				

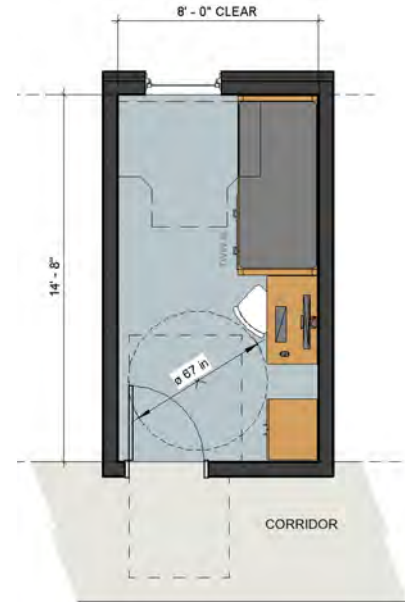
Unit Configuration

> Highlights:

- 6% of Total (includes RA Singles)
- 117 NSF
- All Accessible Units (ADA)



Single Unit - Axonometric



Single Unit - Plan View

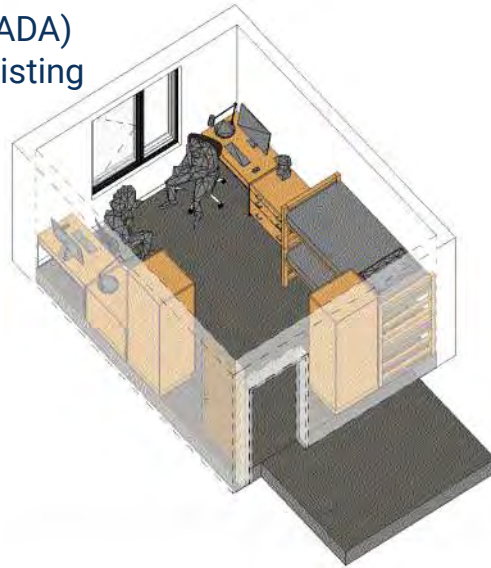
Web Link:

<https://bit.ly/3K3AqgZ>

Unit Configuration

> Double Unit Highlights:

- 75% of Total
- 166 NSF
- All Accessible Units (ADA)
- 20 SF smaller than existing



Double Unit - Axonometric



Double Unit - Plan View

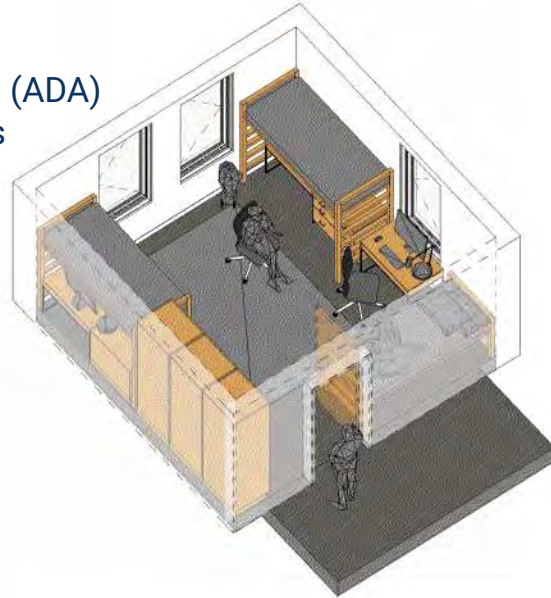
Web Link:

<https://bit.ly/3TFTILY>

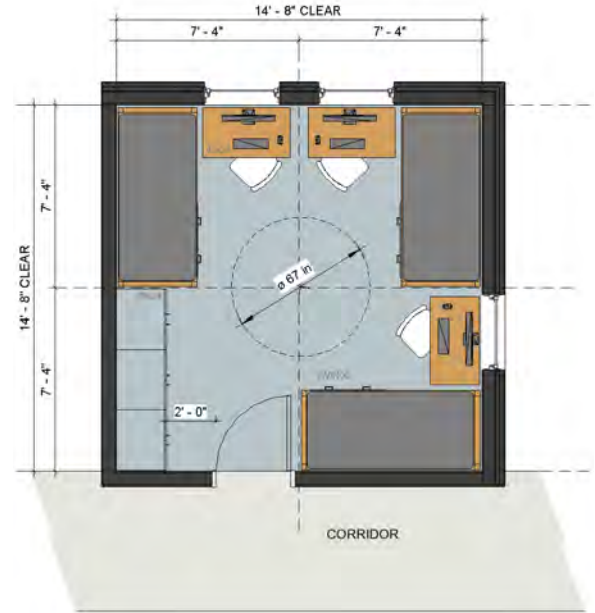
Unit Configuration

> Triple Unit Highlights:

- 19% of Total
- 215 NSF
- All Accessible Units (ADA)
- Windows on 2 sides



Triple Unit - Axonometric



Triple Unit - Plan View

Web Link:

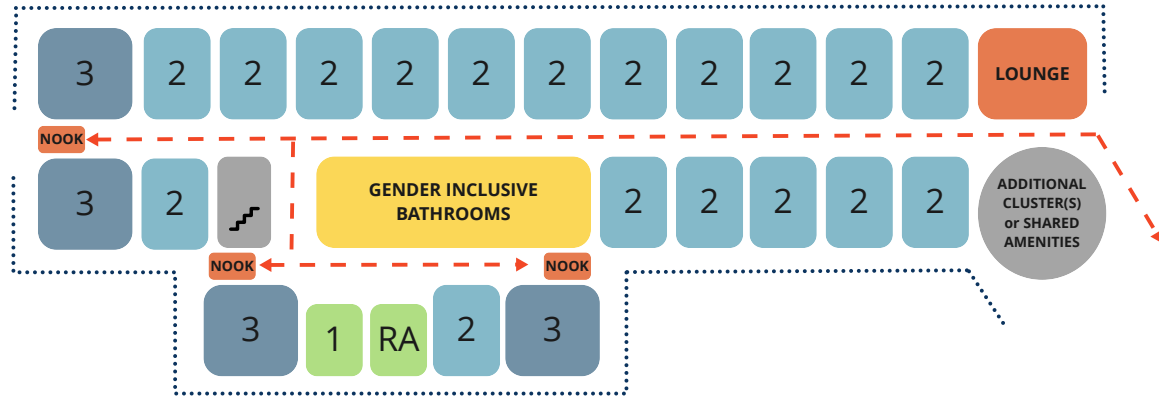
<https://bit.ly/3LMqPQv>

Community Cluster

> Community Highlights

- (50) Beds Community
 - 2 Singles
 - 18 Doubles
 - 4 Triples
- (1) RA Single
 - 1:50 RA Ratio
- (1) Bathroom Cluster
- (1) Study Nook
- (1) Lounge

> 10 Clusters = 500 Beds

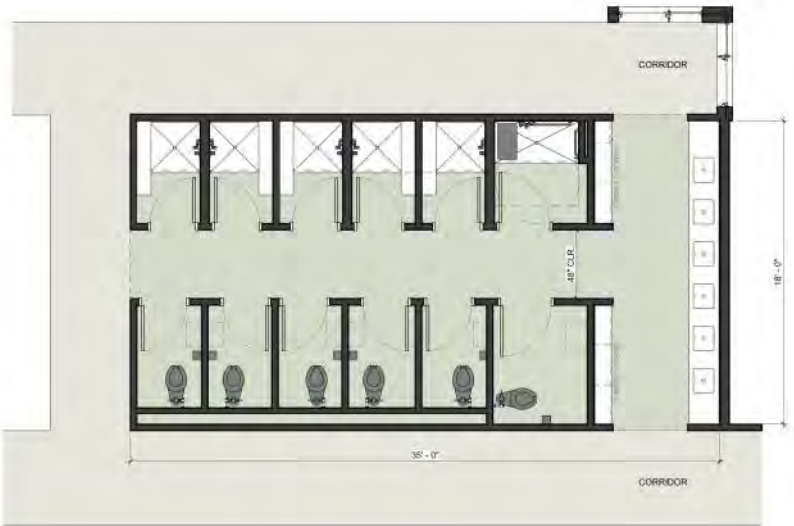
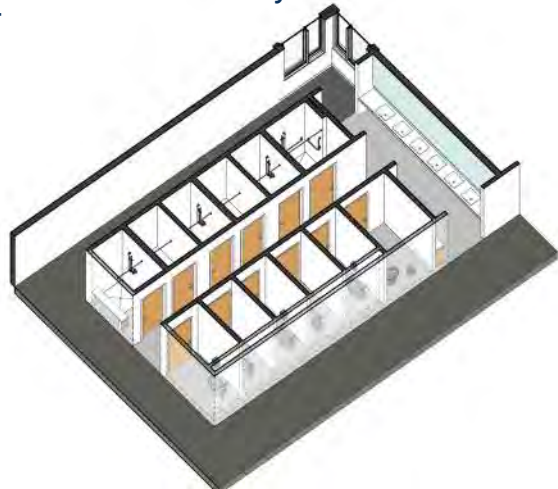


Community Cluster Diagram

Community Bathroom

> Bathroom Highlights

- Enhanced Privacy
- Supports Gender Inclusion
- 1:6 Fixture Ratio/Student
- Multiple entries for Safety
- 630 SF



Community Amenities

> Community Highlights

- Study Lounges
420 SF / 20-30 Students
- Study Rooms
125 SF / 4-6 Students
- Student Nooks
15-25 SF / 1-2 Students



Study Rooms



Study Rooms - Axon View



Student Nooks



Community Lounge



Community Lounge - Axon View

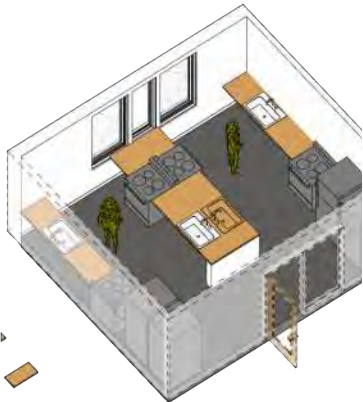
Community Amenities

> Other Community Highlights

- Community Kitchen
300 SF / 20 Students
Multiple Kitchen Stations
- Consolidated Laundry
440 SF / 1:12 Washer & Dryer per Student



Community Laundry



Kitchen - Multiple Users



Demonstration Kitchen

Concept Development

- > Concept Development over Time
- > Concept Refinement & Selection



Concept Development

> 21 February 2023

Concept Development began with a comprehensive review of all the stakeholder and student feedback, and a review of the process to-date.

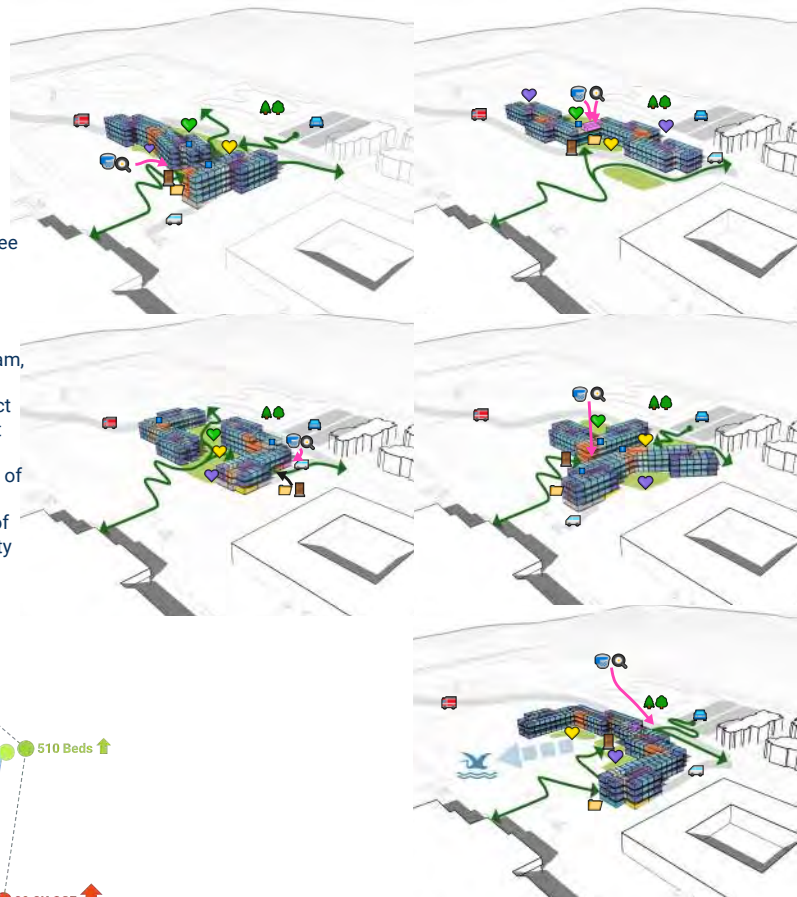
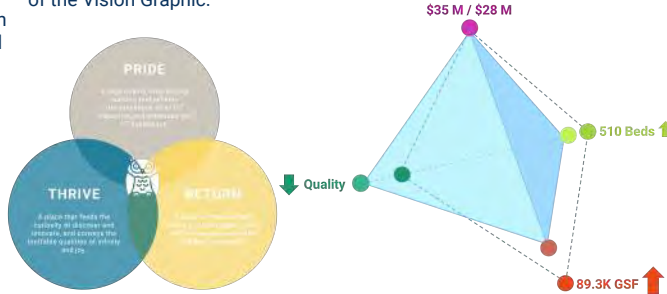
The design team presented 5 separate concepts which are shown to the right of this page. These 'block and stack' diagrams are intended to depict the numeric program and 3-dimensional scale so the OT Steering Committee could begin to see mass and scale on the site.

Each concept scheme had an associated plan diagram and the Steering Committee discussed the possibilities and the potential issues with each scheme. By the end of the meeting, the 'C-Scheme' and the 'I-Scheme' were selected to be developed further.

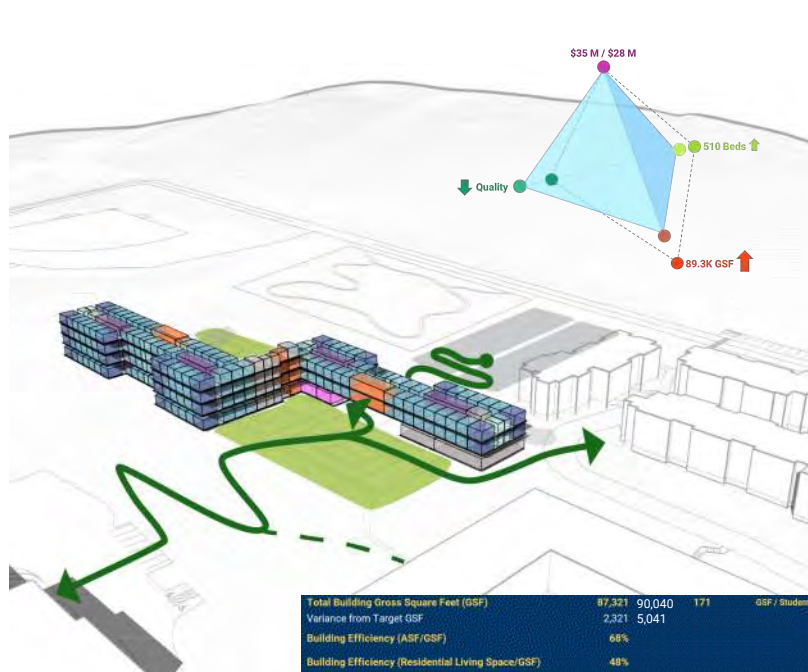
Programming development also continued with a recognition that both schemes exceeded the target 85,000 GSF that was established. Design team worked with the OT Steering Committee to clarify common use spaces to optimize the program. The group also considered reducing the size of the student bedroom units as this would have the largest impact on the overall GSF.

The Design team also presented the second version of the Vision Graphic.

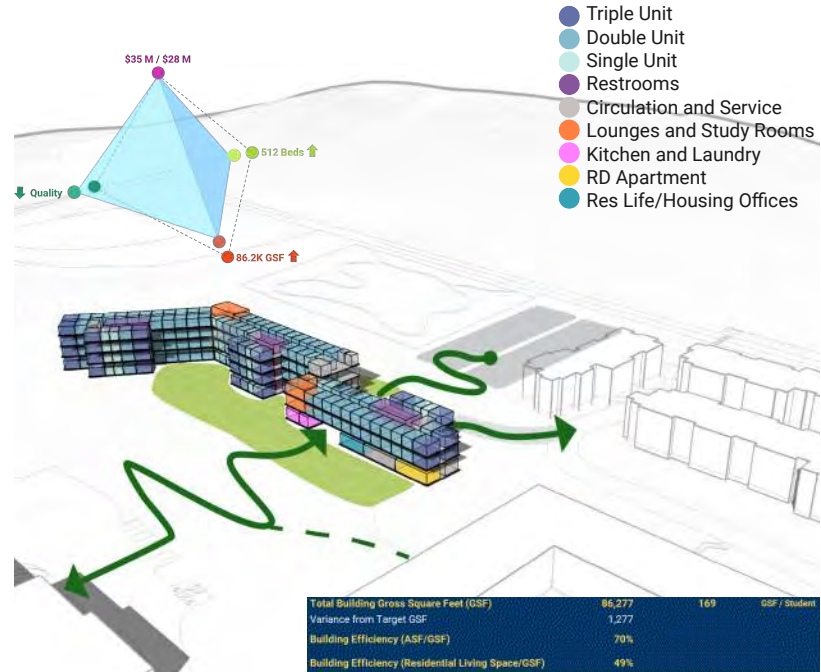
The Project Weather Gage
As the OT Steering Committee grappled with the project demands, the Design team presented and used the 'Weather gage' as a tool to remind the group that program, size and bed capacity decisions would have a direct impact on the overall project quality. Given that project costs and minimum number of beds was "fixed" the group needed to balance the size of the project against the quality that they also wanted to achieve.



Concept Refinement & Selection



The Bridge

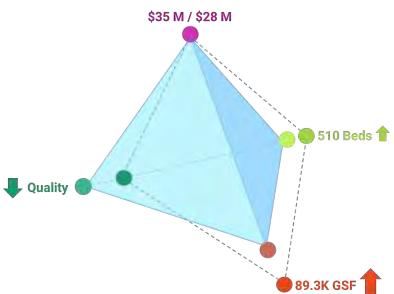


The Hinge

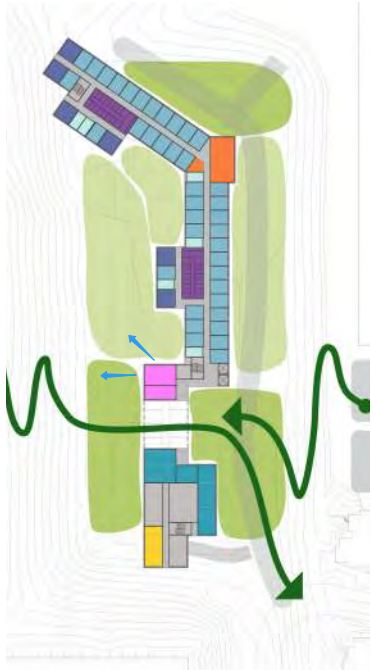
- Triple Unit
- Double Unit
- Single Unit
- Restrooms
- Circulation and Service
- Lounges and Study Rooms
- Kitchen and Laundry
- RD Apartment
- Res Life/Housing Offices

Concept Refinement & Selection

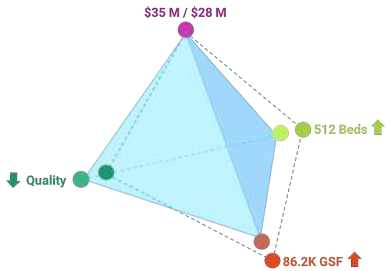
- Triple Unit
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The Bridge



The Hinge



Proposed Concept

> The HINGE

noun

1. a jointed or flexible device on which a door, lid, or other swinging part turns
2. a determining factor : TURNING POINT

The Hinge

Block and Stack Diagram

- > Site Circulation
 - > Shared East Entry Court
 - > Residential and Office Entries in Shared Breezeway
 - > Intimate Outdoor Spaces
-
- > 10 Communities of 50
 - > Overall SF = 86,277 GSF
 - > Plumbing Fixture Ratio = 1:6.4









- Triple Unit
- Double Unit
- Single Unit
- Restrooms
- Circulation and Service
- Lounges and Study Rooms
- Kitchen and Laundry
- RD Apartment
- Res Life/Housing Offices

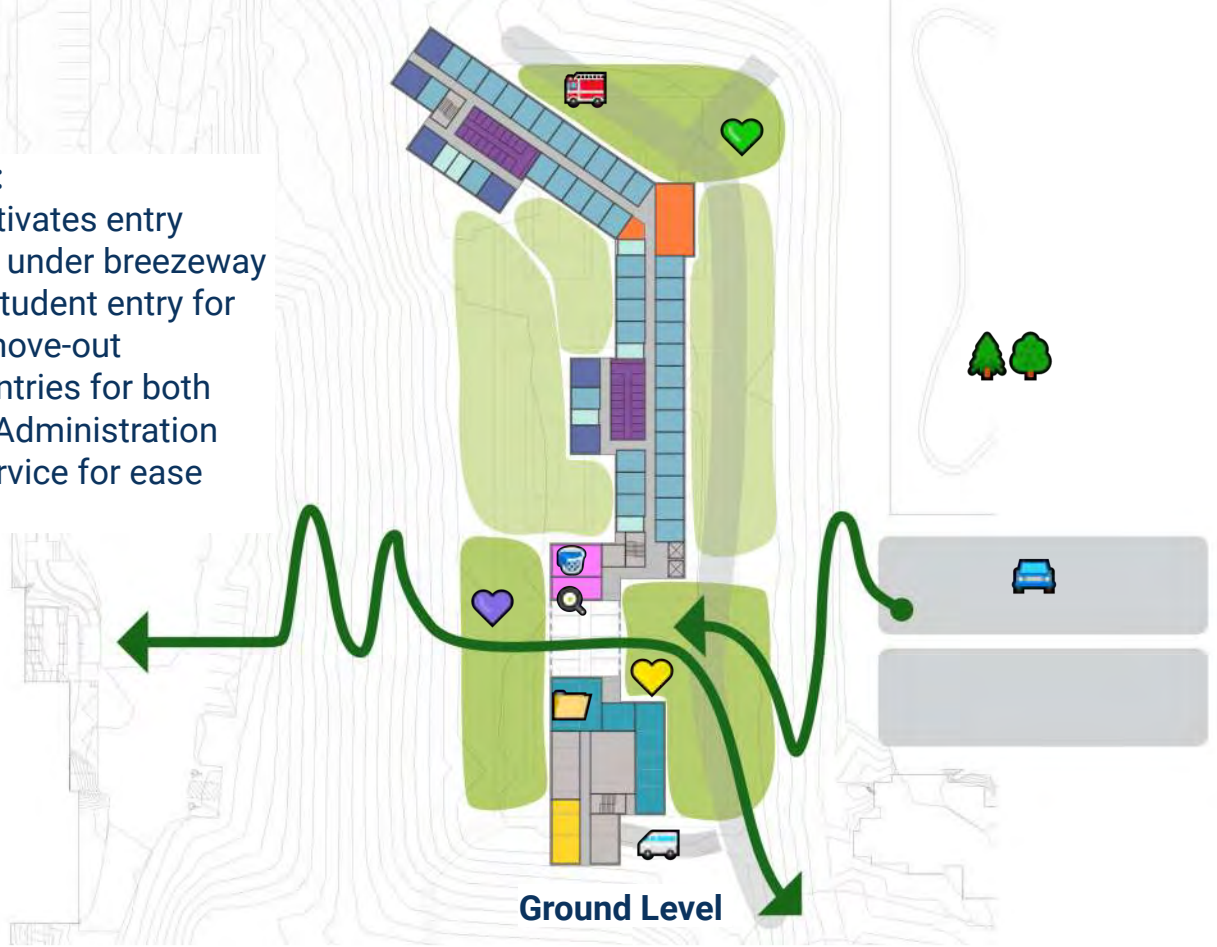


The Hinge

Ground Level Highlights:

- > Community Kitchen activates entry with café style seating under breezeway
- > Vertical circulation at student entry for convenient move-in / move-out
- > Separate, welcoming entries for both students and Housing Administration
- > Convenient building service for ease of maintenance

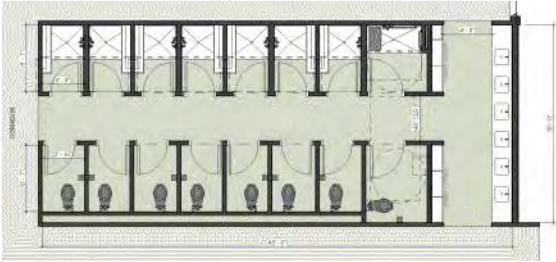
-  Fire Department Access
-  Parking
-  Maintenance Access
-  Housing Administration
-  Community Kitchen
-  Community Laundry
-  Outdoor Student Spaces
-  Arboretum



The Hinge

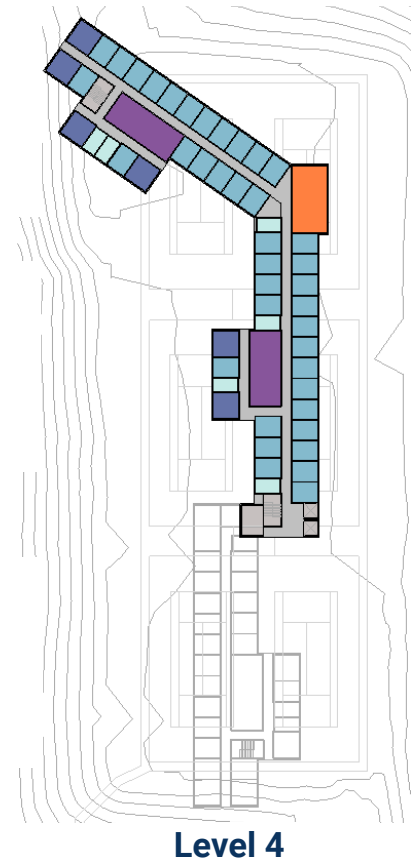
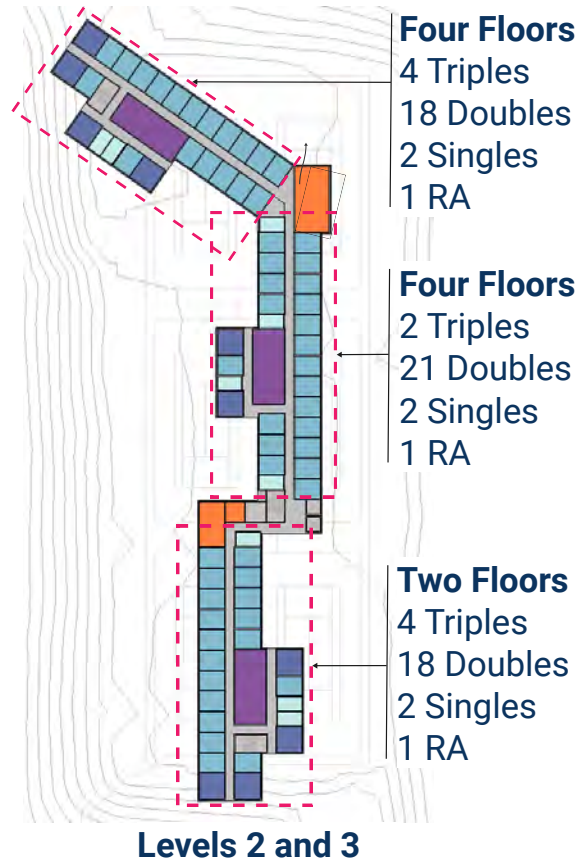
Upper Levels

- > Central Study Rm / Lounge
- > Community Bathroom
- > Plumbing Fixture Ratio = 1:6.4



Gender Inclusive Restroom Layout

- Triple Unit
- Double Unit
- Single Unit
- Restrooms
- Circulation and Service
- Lounges and Study Rooms
- Kitchen and Laundry
- RD Apartment
- Res Life/Housing Offices



Next Steps

- > Schematic Design
- > General Contractor Onboarding
- > Cost Estimating / Validation

BOARD OF TRUSTEES / 4.12.2023



Oregon Tech's - Capital Projects Update

Thom Darrah | Director of Facilities & Capital Planning

Presentation Outline



Capital Projects – Underway

- Boivin Hall Renovation
- Stadium Renovation
- OMIC – New Additive Manufacturing Center
- New Student Housing
- *Report reflects progress through 2.28.2023.*

CIR Projects

- UPE805

Boivin Hall Renovation



Boivin Hall Renovation																													
Project Start: 2.7.22				Project Completion: 6.30.23																									
Project	Progress Highlights			Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance																				
UPE803 - FBHREN FY21	Design: March 2021 - December 2021																												
Bond Type: XI-Q 2021A / XI-G 2021F	Construction: February 2022 - July 2023																												
	Project underway.																												
Design: Opsi/ORW				Design (6%):	\$ 1,100,000	\$ 1,192,000	\$ 963,978	81%	\$ 228,022																				
Build: Adroit				Construction (83%):	\$ 14,500,000	\$ 16,789,969	\$ 14,297,429	85%	\$ 2,492,540																				
				Other (11%):	\$ 1,700,000	\$ 2,018,031	\$ 273,431	14%	\$ 1,744,600																				
				Project Totals:	\$ 17,300,000	\$ 20,000,000	\$ 15,534,838	78%	\$ 4,465,162																				
	Plan	Design	Bid	Build	Closeout																								
Budget Breakdown				CO's / Amendments		Percent Complete (%)																							
				<table border="1"> <tr><td>Amd. 2-6:</td><td>\$ 1,837,473</td></tr> <tr><td>Amd. 7-10:</td><td>\$ 237,647</td></tr> <tr><td>Amd. 11:</td><td>\$ 98,505</td></tr> <tr><td>Amd. 12:</td><td>\$ (1,010)</td></tr> <tr><td>Amd. 13:</td><td>\$ 117,354</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td>Total:</td><td>\$ 2,289,969</td></tr> </table>		Amd. 2-6:	\$ 1,837,473	Amd. 7-10:	\$ 237,647	Amd. 11:	\$ 98,505	Amd. 12:	\$ (1,010)	Amd. 13:	\$ 117,354		\$ -		\$ -		\$ -		\$ -	Total:	\$ 2,289,969				
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Total:	\$ 2,289,969																												

Boivin Hall Renovation



Boivin Hall Renovation



Boivin Hall Renovation



Track/Stadium Renovation



Track/Stadium Renovation																											
Project Start: 5.13.21				Project Completion: 4.30.23																							
Project	Progress Highlights	Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance																				
UPE789: \$995,470	Design: 100% Complete																										
UPE807 Lottery: \$1,610,000	Track Renovation: 100% Complete																										
UPE821: \$875,825	Stadium Renovation Underway																										
	Project underway.																										
Stadium: ORW / DCI		Design (4%):	\$ 149,890	\$ 164,815	\$ 138,549	84%	\$ 26,266																				
		Construction (83%):	\$ 2,624,084	\$ 2,889,842	\$ 2,621,431	91%	\$ 268,411																				
		Other (13%):	\$ 707,321	\$ 426,638	\$ 322,923	76%	\$ 103,715																				
Track: ZCS / Beynon	Plan Design Bid Build Closeout	Project Totals:	\$ 3,481,295	\$ 3,481,295	\$ 3,082,903	89%	\$ 398,392																				
Budget Breakdown		CO's / Amendments		Percent Complete (%)																							
		<table border="1"> <tr><td>Beynon: CO1</td><td>\$ 47,288</td></tr> <tr><td>Beynon: CO2</td><td>\$ 4,990</td></tr> <tr><td>Beynon: CO3</td><td>\$ 7,818</td></tr> <tr><td>DCI: CO1-CO8</td><td>\$ 102,778</td></tr> <tr><td>DCI: CO9:</td><td>\$ 75,733</td></tr> <tr><td>DCI: CO10</td><td>\$ 27,151</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td></td><td>\$ -</td></tr> <tr><td>Total:</td><td>\$ 265,758</td></tr> </table>		Beynon: CO1	\$ 47,288	Beynon: CO2	\$ 4,990	Beynon: CO3	\$ 7,818	DCI: CO1-CO8	\$ 102,778	DCI: CO9:	\$ 75,733	DCI: CO10	\$ 27,151		\$ -		\$ -		\$ -	Total:	\$ 265,758				
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Total:	\$ 265,758																										

Track/Stadium Renovation



Track/Stadium Renovation



Track/Stadium Renovation



OMIC – Additive Innovation Center



OMIC - Additive Innovation Center												
Project Start: 7.13.2021				Project Completion: 3.31.2023								
Project	Progress Highlights			Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance			
UPE	Design: Complete											
Bond Type: XI-Q	Construction: July 2021 - February 2023											
	Project underway.			Design (4%):	\$ 422,824	\$ 640,485	\$ 579,323	90%	\$ 61,162			
Design: AKAAN				Construction (90%):	\$ 13,202,976	\$ 13,250,536	\$ 12,557,865	95%	\$ 692,671			
Build: P&C				Other (6%):	\$ 1,163,115	\$ 949,793	\$ 705,241	74%	\$ 244,552			
Project Mang.: Plan B	Plan	Design	Bid	Build	Closeout	Project Totals:		\$ 14,788,915	\$ 14,840,814	\$ 13,842,429	93%	\$ 998,385
Budget Breakdown 				<u>CO's / Amendments</u>		Percent Complete (%) 						
				\$	-							
				\$	-							
				\$	-							
				\$	-							
				\$	-							
				\$	-							
				\$	-							
				\$	-							
				\$	-							
Total:	\$	-										

OMIC – Additive Innovation Center



OMIC – Additive Innovation Center



OMIC – Additive Innovation Center



New Student Housing



New Student Housing																															
Project Start: 1.03.2023				Project Completion: 6.30.2025																											
Project	Progress Highlights	Cost Breakdown	Orig. Budget	Rev. Budget	Cost To Date	%	Balance																								
UPE822	Visioning: January 2023 - February 2023																														
Bond Type: XI-F 2022	Design: March 2023 - December 2023																														
	Construction: January 2024 - June 2025	Visioning/Design (7%):	\$ 2,231,400	\$ 2,231,400	\$ 56,080	3%	\$ 2,175,320																								
	Project underway.	Construction (80%):	\$ 28,000,000	\$ 28,000,000	\$ -	0%	\$ 28,000,000																								
Design: Mahlum Architects		Other (13%):	\$ 4,768,600	\$ 4,768,600	\$ -	0%	\$ 4,768,600																								
CM/GC: Bogatay Const.	Plan Design Bid Build Closeout	Project Totals:	\$ 35,000,000	\$ 35,000,000	\$ 56,080	0%	\$ 34,943,920																								
Budget Breakdown		CO's / Amendments		Percent Complete (%)																											
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CIR Projects – UPE805



CIR - UPE805 , 21/23 Bienneum						
#	Project Description	Est. Cost	Final Cost	Bond Balance	Status	Date Complete
	UPE805			\$ 3,548,556		
	Balance Forward - UPE 797	\$ (117,937)	\$ -	\$ 3,430,619		
1	Well 1 Pump Replacement	\$ (25,000)	\$ (18,765)	\$ 3,411,854	Completed	Apr.2022
2	Chiller Tower Renovation	\$ (14,000)	\$ -	\$ 3,397,854	Pending	TBD
3	Exit Sign Upgrades	\$ (75,000)	\$ -	\$ 3,322,854	Completed	Sept. 2022
4	Athletics Sewage Lift Pumps	\$ (20,000)	\$ (15,272)	\$ 3,307,582	Completed	Apr. 2022
5	Geo Well 5 - Phase 3 (DCI)	\$ (145,000)	\$ (145,658)	\$ 3,161,924	Completed	Sept. 2022
6	Semon Control/HX Upgrade	\$ (110,000)	\$ (65,430)	\$ 3,096,494	Completed	Apr. 2022
7	Expand Purvine DDC Controls	\$ (55,000)	\$ -	\$ 3,041,494	Pending	TBD
8	Portland-Metro: Lab 248 - HVAC	\$ (7,500)	\$ (1,250)	\$ 3,040,244	Completed	Nov. 2022
9	Portland-Metro: Brick Repairs	\$ (32,100)	\$ (32,100)	\$ 3,008,144	Completed	Jan. 2022
10	Portland-Metro: ADA Grab Bars	\$ (7,500)	\$ (1,325)	\$ 3,006,819	Completed	Nov. 2022
11	Portland-Metro: Window Sealant	\$ (10,000)	\$ (7,100)	\$ 2,999,719	Completed	Dec. 2022
12	HX Building/System Renov. - Design	\$ (200,000)	\$ -	\$ 2,799,719	Pending	TBD
13	Geo Valves / HX Pump Upgrades	\$ (300,000)	\$ -	\$ 2,499,719	Pending	TBD
14	Injection Well 1 Renovation	\$ (450,000)	\$ -	\$ 2,049,719	Pending	TBD
15	Portland-Metro: Entry Slate Replacement	\$ (45,000)	\$ -	\$ 2,004,719	Pending	TBD
16	Portland-Metro: HVAC Controls	\$ (62,425)	\$ -	\$ 1,942,294	Pending	TBD
17	Portland-Metro: Masonry Repairs	\$ (205,000)	\$ -	\$ 1,737,294	Pending	TBD
18	Owens HX Upgrade	\$ (40,000)	\$ (32,940)	\$ 1,971,779	Completed	Sept. 2022
19	Siskyu Pump Credit	\$ -	\$ 6,852	\$ 1,978,631	Completed	
20	Fire Systems Repairs	\$ (15,000)	\$ (13,788)	\$ 1,964,843	Completed	Sept. 2022
21	DOW - Chiller Main Repair	\$ (20,000)	\$ (26,072)	\$ 1,938,771	Completed	Jan. 2023
22	HX - Well Supply Piping Repair	\$ (100,000)	\$ (92,415)	\$ 1,846,356	Completed	TBD
23	Owens ADA/ Safety - Tree Removal	\$ (5,000)	\$ (3,000)	\$ 1,843,356	Completed	TBD
24	Facilities HX Replacement.	\$ (15,000)	\$ -	\$ 1,828,356	Underway	TBD
25	Campus Water Supply Line Repair	\$ (25,000)	\$ -	\$ 1,803,356	Completed	TBD
26	Campus Water Tank Engineering	\$ (5,000)	\$ -	\$ 1,798,356	Pending	TBD
27	Well 4 - VFD Replacement	\$ (6,500)	\$ (6,380)	\$ 1,791,976	Completed	TBD
28	HX Building/System Renov. - Build Phase 1	\$ (750,000)	\$ -	\$ 1,041,976	Underway	TBD
29	SRC Sump (70%)	\$ (14,000)	\$ -	\$ 1,027,976	Completed	
30	DOW - VFD Replacement	\$ (20,000)	\$ -	\$ 1,007,976	Pending	
		\$ -	\$ -	\$ -		
	Balance			\$ 1,007,976		



Contact Information

Thom Darrah, Director of Facilities

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Email: Thom.Darrah@oit.edu

KERNUTTSTOKES

Internal Audit Update

April 12, 2023

Internal Audit Update Agenda

Current Projects:

- Procurement and Contracting – Goods and Services
- Policy and Procedure Review – University-wide
- Audit Lookback

Fraud, Waste, and Abuse Ethics Line Update:

- Summary included in Board packet

Current Projects

- Procurement and Contracting – Goods and Services:
 - Submitted for Management Review
 - Anticipated issuance in April 2023
 - Areas reviewed:
 - Procurement Process
 - Procurement and Vendor Policies and Procedures
 - Vendor Selection Process
 - Vendor Tracking
 - Compliance with State and other Government Statutes

Current Projects

- Policy and Procedure Review – University-wide:
 - In-process:
 - Oregon Tech advisory group formed
 - Current goals:
 - Establish highest priority departments
 - Establish timelines for review to optimize results and work within department seasonality
 - Consolidate all current Board, University, and Department policies
 - Establish scope and desired outcomes, such as:
 - » Review for redundancy
 - » Review for applicability
 - » Review for inconsistencies
 - » Gap detection
 - » Distinguish policy from procedure
 - » Create policy template
 - » Create index

Current Projects

- Audit Lookback:
 - Perform lookback of audits completed through fiscal-year 2022 to evaluate actions performed in response to previous audit issues.
 - Report will be issued by end of June 2023
 - Areas to be looked at include:
 - Internal Student Health Center
 - Expense Reimbursements
 - Accounts Payable
 - Educational Partnerships and Outreach
 - OMIC
 - Special Projects and Grant Administration
 - Capital Projects
 - Clery Act
 - Title IX
 - Housing and Residence Life

Fraud, Waste, and Abuse Ethics Hotline Update

- Status Update

- One new cases submitted since last Board meeting
- Four total cases since the start of FY 2023
- All cases have been investigated, resolved, and closed
- Five-year case log status (fiscal year):

Complaint Source	2019	2020	2021	2022	2023
Hotline	7	8	9	4	4
Direct to IA	0	0	0	0	0
Oregon State Audits Division	0	1	0	0	0
Total	7	9	9	4	4
Issue Status					
Resolved	7	9	9	4	4
Monitoring	0	0	0	0	0
Open	0	0	0	0	0



Questions?

ACTION ITEM

Agenda Item No. 4.1 Request for Approval: Academic Year 2023-24 Tuition & Fees

Legislative and HECC Background

A primary responsibility of the Oregon Tech Board of Trustees is to establish tuition and mandatory enrollment fees each year. Oregon Revised Statute (ORS) 352.102 outlines the Board's responsibilities relative to tuition and mandatory enrollment fees. The statute stipulates that the Governing Board shall:

- *establish a collaborative and inclusive process for determining tuition and mandatory enrollment fees,*
- *require the university to establish a written process describing the role of an advisory board and its relationship to the president and the university,*
- *outline specific information and analysis which must be presented to the advisory board,*
- *request the president transmit a joint tuition and fee recommendation, including both the president's and the recognized student government's tuition and fee recommendations or any minority report,*
- *stipulate limitations on authority to adjust tuition and mandatory enrollment fees to increases at or below 5% without prior authorization from the HECC or legislature, and*
- *limit its ability to delegate the responsibility to set tuition and mandatory enrollment fees.*

The Oregon Tech Board of Trustees established its Policy on Resident Undergraduate Tuition and Mandatory Enrollment Fee Process in compliance with ORS 352.102. This policy designates the Tuition Recommendation Committee (TRC) as the university's advisory body for developing tuition recommendations, as well as a tuition setting process and policy framework as required by ORS 352.102, Section 5.1, which specifically states:

The Tuition Recommendation Committee shall meet at least twice between January and February prior to providing the president with written recommendations on proposed tuition and mandatory fee rates for resident undergraduate students for the upcoming academic year; these meetings shall be open to the student body. A minimum of one public forum shall be held at the Klamath Falls campus and a minimum of one at the Portland-Metro campus to discuss and solicit input on the proposed tuition and mandatory fees; and broad notification of the forum shall be made to the university community.

To assist in making its recommendations, the Tuition Recommendation Committee shall receive a plan for how the Board of Trustees and Administration are managing costs on an ongoing basis and a plan for how resident tuition and mandatory enrollment fees could be decreased if the university receives more moneys from the state than anticipated.

When advising the president, the Tuition Recommendation Committee shall include input received at the public forum and considerations regarding the mechanisms by which moneys are appropriated by

the Legislative Assembly to the Higher Education Coordinating Commission for allocation to universities, historical tuition and fee trends, comparative data for peer institutions, the University's budget and projected cost increases, and anticipated state appropriation levels. In addition to the recommendations, the report shall convey deliberations and observations of the Tuition Recommendation Committee and must include any minority report requested by a Tuition Recommendation Committee member and any documents produced or received by the Tuition Recommendation Committee. The president shall bring the recommendations report and all associated documents to the Board for approval.

When setting tuition and fees, the Board may consider a number of factors, including the intent to (a) create affordable access to degree programs, (b) create a diverse student body, (c) maintain strong degree programs at every level, (d) develop and maintain the human and physical infrastructure necessary to support the university's educational outcome goals, and (e) maintain the fiscal integrity of the institution over the long-term.

The Higher Education Coordinating Commission (HECC), in an effort to increase transparency and predictability for universities during the tuition setting process, approved a Permanent Administrative Rule, effective February 14, 2023, entitled, ["Tuition Increase Process and Criteria"](#) to be utilized in determining whether or not a proposed tuition increase of greater than five percent (5%) is "appropriate," as is required by Oregon Law. Although the Committee did not recommend an increase in excess of five percent (5%), these criteria were folded into the TRC discussions and include three focus areas:

Focus Area One: Fostering an Inclusive and Transparent Tuition-Setting Process. Specifically, the institution must demonstrate that students had multiple opportunities to engage in the tuition-setting process, and that information about the tuition-setting process was easily accessible and in compliance with ORS 352.102.

Focus Area Two: Safeguarding Access and Support for Degree Completion by Historically Underrepresented Students. Specifically, the institution must demonstrate the impact of tuition increases above and below five percent (5%) on remission programs and support services for underrepresented students; and that the university has a plan for reducing tuition if there is additional state funding available.

Focus Area Three: Financial Conditions Demonstrating the Need for Resident, Undergraduate Tuition to be Increased More than 5%. Specifically, the university is required to explain the cost drivers and revenue dynamics that are causing tuition to increase above five percent (5%) and the impact on the university's mission; and that the university is implementing cost containment efforts.

Committee Principles

The TRC established a set of guiding principles to inform the deliberation and recommendation process. The Committee also read and reviewed the statutory and policy requirements of the group at its first and subsequent meetings. These guiding principles were referenced during meetings and forums.

Guiding Principles:

- Consider long-term factors when recommending the single-year decisions.
- Recognize the importance of affordability for students.
- Tuition levels should be developed using data and information, including internal budget, comparative institutions, and external cost indices.
- Maintain the service level, quality and support that Oregon Tech currently provides students.

Process Requirements:

- Transparent communication with stakeholders with an appropriate level of detail
- Committee will utilize data and information throughout the process (see Attachment E)
- Respectful communications and ask questions

TRC and ASOIT Recommendations

The TRC is comprised of students, faculty, staff and the chair of the Fiscal Operations Advisory Council (FOAC) and met four times, between January and March 2023. The Committee also held two in-person/virtual public forums in conjunction with the Associated Students of Oregon Institute of Technology (ASOIT) through in-person and virtual media conferencing with the Klamath Falls and Portland-Metro campuses. These forums were held in February to educate the campus community on the tuition setting process and budget dynamics impacting the university, as well as to solicit feedback from students on a range of tuition scenarios developed by the TRC. Feedback from the forums was incorporated into the TRC recommendation.

TRC acted by consensus and reviewed financial projections, current tuition, and fee rates at other Oregon public universities and competitor institutions outside the state as well as other information and background materials in arriving at a tuition and fees recommendation for Academic Year (AY) 2023-24.

Following completion of the TRC process and compilation of the Staff Report dated March 24, 2023, the ASOIT developed its own tuition and fees recommendation. Both recommendations are provided below:

TRC Academic Year 2023-24 Tuition and Fees Recommendation:

- Increase Fall 2023- Summer 2024 base tuition and fees by five percent (5%), (see Tables below)
 - This is comprised of a five percent (5%) increase to base tuition, with no increase in health service fees at either the Klamath Falls or the Portland-Metro campus for students enrolled for the regular academic year.
- Differential tuition related to Health and Engineering Technology programs shall remain at the current thirty-seven percent 37% premium on base tuition rates (see Attachment F),
- Tuition remissions are to continue at approximately fourteen percent (14%) of tuition revenue, and;
- Finally, the president or his designee is delegated such authority as available under policy and law to make minor and technical adjustments to these proposed rates as necessary to correct

mathematical round-offs, errors, inconsistencies, or omissions and execute the Board's directives.

ASOIT Academic Year 2023-24 Tuition and Fees Recommendation:

- Increase academic year 2023-24 base tuition and fees by five percent (5.0%), and;
- If allocations to Oregon Tech for FY 2023-23 from the Student Success and Completion Model (SSCM) exceed the amount previously forecasted by HECC, consideration be given to reducing the amount of the 2023-24 increase, and;
- Differential tuition related to Health and Engineering Technology programs remain at the current 37% premium on base tuition rates, and;
- Tuition remissions increase to approximately 17% of tuition revenue.

The Incidental Fee Commission (IFC) has made various recommendations related to changes in incidental fees. The Commission recommended incidental fees at the Klamath Falls campus increase to \$422.50 from \$397.50 for students with six or more credit hours. For students with less than six credit hours, the first hour would be assessed at \$247.50 and would increase in equal \$35 increments for each additional credit to a total of \$422.50 for those with six or more credit hours. Summer incidental fees for Klamath Falls were recommended to be \$75 regardless of the number of credit hours enrolled. For the Portland-Metro campus, the incidental fees were recommended to increase to \$95 from \$80 for students enrolled for six credit hours or more. For students enrolled in less than 6 credit hours or enrolled for summer, it was recommended the fee remain at \$50.

These tuition and fee recommendations are outlined in the Tables below.

Presidential Academic Year 2023-24 Tuition and Fees Recommendation

In consideration of the recommendations of the TRC, IFC, and ASOIT (see Attachments B, C, and D), and after consultation with the executive staff and members of the university, the president is recommending to the Board of Trustees:

- Increase academic year 2023-24 base tuition and fees by four and nine-tenths percent (4.9%), (see Tables below)
 - The above increase is a four and nine-tenths percent (4.9%) increase in base tuition, with no increase in health service or building fees at either the Klamath Falls or Portland-Metro campuses.
- Differential tuition related to Health and Engineering Technology programs shall remain at the current thirty-seven percent (37%) premium on base tuition rates (see Attachment F),
- Tuition remissions shall continue at approximately fourteen percent (14%) of tuition revenue.
- Incidental fees at the Klamath Falls campus shall increase from \$397.50 to \$422.50 for students with six or more credit hours. For students with less than six credit hours, the first hour will be assessed at \$247.50 and will increase in equal \$35 increments for each additional credit hour. Summer incidental fees for Klamath Falls will be \$75 regardless of the number of credit hours enrolled.
- Incidental fees for the Portland-Metro campus increase from \$80 to \$95 for students enrolled for six credit hours or more. For students enrolled in less than 6 credit hours, or enrolled for

- summer, the fee shall remain at \$50, and;
- Finally, the president or his designee is delegated such authority as available under policy and law to make minor and technical adjustments to these proposed rates as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board’s directives.

The Tables below summarize the recommended changes at the level of a four and nine-tenths percent (4.9%) increase in base tuition and fees. With these revised tuition and fees rates, Oregon Tech tuition will continue to be competitive with other institutions featuring similar programs both within and outside the state.

Table-4.9% Increase to Oregon Tech Tuition and Fees				
		AY 2022-23	AY 2023-24	Net %
		Rate/SCH	Rate/SCH	Change
Undergraduate	Resident	\$222.27	\$233.16	4.9%
	WUE	\$333.41	\$349.74	4.9%
	Non-Resident	\$707.49	\$742.16	4.9%
	Differential	37%	37%	
Special Programs	Medical Lab Sciences (R)	\$304.51	\$319.43	4.9%
	Medical Lab Sciences (NR)	\$550.59	\$577.57	4.9%
	Paramedic (R)	\$243.10	\$255.01	4.9%
	Paramedic (NR)	\$348.60	\$365.68	4.9%
	Chemeketa Dental Hygiene (R)	\$243.10	\$255.01	4.9%
	Chemeketa Dental Hygiene (NR)	\$789.49	\$828.18	4.9%
Graduate	Resident	\$511.22	\$536.27	4.9%
	Non-Resident	\$858.21	\$900.26	4.9%
	Differential	37%	37%	
		AY 2022-23	AY 2023-24	Net %
		Rate/Term	Rate/Term	Change
Doctoral Physical Therapy	Resident	\$ 6,942.37	\$ 7,282.55	4.90%
	Non-Resident	\$ 11,654.49	\$ 12,225.56	4.90%
Fees				
		AY 2022-23	AY 2023-24	% Change
		Rate/Term	Rate/Term	
Klamath Falls	Building	\$45.00	\$45.00	0.0%
	Incidental ¹	\$397.50	\$422.50	6.3%
	Health Services ¹	\$195.00	\$195.00	0.0%
	Student Rec Center	\$69.00	\$69.00	0.0%
Portland Metro	Building	\$45.00	\$45.00	0.0%
	Incidental ¹	\$80.00	\$95.00	18.8%
	Health Services	\$63.00	\$63.00	0.0%

Notes:

(1) Incidental fees are reduced for summer term and prorated for students taking less than six credits for fall, winter, and spring terms. Klamath Falls health service fee is waived for summer term and is not charged for students with less than six credits for fall, winter and spring terms.

Table- Miscellaneous Rates

AY 2023-24 ONLINE TUITION AND FEES RATES

TUITION	RATES
Online Undergraduate Tuition	\$308.00/Credit
Online Graduate Tuition	\$438.00/Credit
Online Graduate Allied Health Tuition	\$438.00/Credit
Online Graduate Engineering & Technology Tuition	\$638.00/Credit

FEES	RATES
Online Tech Fee	\$65.00/Online Course
Matriculation Distance Ed Fee	One-time fee of \$50 for Online Students

AY 2023-24 STAFF & STAFF DEPENDENT FEE PRIVILEGES

TUITION	RATES
OIT Staff Undergraduate and Graduate Tuition (on-campus & online credits)	\$70.00/Credit (up to 12 credits)
OIT Staff Undergraduate and Graduate Dependent Tuition (on-campus & online cr)	\$70.00/Credit (up to 12 credits)
Other Institution Staff Undergraduate and Graduate Tuition (on-campus credits onl)	\$70.00/Credit (up to 12 credits)
Other Institution Staff Undergraduate and Graduate Dependent Tuition (on-campus)	\$70.00/Credit (up to 12 credits)

FEES	RATES
OIT and Other Institution Staff Fees	Staff do not pay Building, Incidental, Student Rec Center and Health Service Fees but they do pay extra class fees.
OIT and Other Institution Staff Dependent Fees	Staff Dependents pay all on-campus fees and extra class fees

AY 2023-24 DUAL CREDIT PROGRAM (HST) & ADVANCED CREDIT PROGRAM (ACP)

TUITION	RATES
Dual Credit Program (HST)	\$25.00/Credit
Advanced Credit Program (ACP)	\$100.00/Course

AY 2023-24 BOEING RATES

TUITION	RATES
Undergraduate Tuition	\$584.33/Credit
Graduate Tuition	\$747.02/Credit

Attachments and Additional Information

- Attachment A- Tuition Recommendation Memo- President Naganathan
- Attachment B- Tuition Recommendation Committee Staff Report
- Attachment C- Tuition Recommendation Memo- ASOIT
- Attachment D- Incidental Fee Recommendation Memos- ASOIT
- Attachment E- [Tuition Recommendation Committee Material](#)
- Attachment F- Differential Major List
- Attachment G- TRC Student Letter of Dissent

ACTION ITEM

Agenda Item No. 4.2 Request for Approval: Academic Year 2023-24 Tuition & Fees

Legislative and HECC Background

A primary responsibility of the Oregon Tech Board of Trustees is to establish tuition and mandatory enrollment fees each year. Oregon Revised Statute (ORS) 352.102 outlines the Board's responsibilities relative to tuition and mandatory enrollment fees. The statute stipulates that the Governing Board shall:

- *establish a collaborative and inclusive process for determining tuition and mandatory enrollment fees,*
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Process Requirements:

- Transparent communication with stakeholders with an appropriate level of detail
- Committee will utilize data and information throughout the process (see Attachment E)
- Respectful communications and ask questions

TRC and ASOIT Recommendations

The TRC is comprised of students, faculty, staff and the chair of the Fiscal Operations Advisory Council (FOAC) and met four times, between January and March 2023. The Committee also held two in-person/virtual public forums in conjunction with the Associated Students of Oregon Institute of Technology (ASOIT) through in-person and virtual media conferencing with the Klamath Falls and Portland-Metro campuses. These forums were held in February to educate the campus community on the tuition setting process and budget dynamics impacting the university, as well as to solicit feedback from students on a range of tuition scenarios developed by the TRC. Feedback from the forums was incorporated into the TRC recommendation.

TRC acted by consensus and reviewed financial projections, current tuition, and fee rates at other Oregon public universities and competitor institutions outside the state as well as other information and background materials in arriving at a tuition and fees recommendation for Academic Year (AY) 2023-24.

Following completion of the TRC process and compilation of the Staff Report dated March 24, 2023, the ASOIT developed its own tuition and fees recommendation. Both recommendations are provided below:

TRC Academic Year 2023-24 Tuition and Fees Recommendation:

- Increase Fall 2023- Summer 2024 base tuition and fees by five percent (5%), (see Tables below)
 - This is comprised of a five percent (5%) increase to base tuition, with no increase in health service fees at either the Klamath Falls or the Portland-Metro campus for students enrolled for the regular academic year.
- Differential tuition related to Health and Engineering Technology programs shall remain at the current thirty-seven percent 37% premium on base tuition rates (see Attachment F),
- Tuition remissions are to continue at approximately fourteen percent (14%) of tuition revenue, and;
- Finally, the president or his designee is delegated such authority as available under policy and law to make minor and technical adjustments to these proposed rates as necessary to correct

mathematical round-offs, errors, inconsistencies, or omissions and execute the Board's directives.

ASOIT Academic Year 2023-24 Tuition and Fees Recommendation:

- Increase academic year 2023-24 base tuition and fees by five percent (5.0%), and;
- If allocations to Oregon Tech for FY 2023-23 from the Student Success and Completion Model (SSCM) exceed the amount previously forecasted by HECC, consideration be given to reducing the amount of the 2023-24 increase, and;
- Differential tuition related to Health and Engineering Technology programs remain at the current 37% premium on base tuition rates, and;
- Tuition remissions increase to approximately 17% of tuition revenue.

The Incidental Fee Commission (IFC) has made various recommendations related to changes in incidental fees. The Commission recommended incidental fees at the Klamath Falls campus increase to \$422.50 from \$397.50 for students with six or more credit hours. For students with less than six credit hours, the first hour would be assessed at \$247.50 and would increase in equal \$35 increments for each additional credit to a total of \$422.50 for those with six or more credit hours. Summer incidental fees for Klamath Falls were recommended to be \$75 regardless of the number of credit hours enrolled. For the Portland-Metro campus, the incidental fees were recommended to increase to \$95 from \$80 for students enrolled for six credit hours or more. For students enrolled in less than 6 credit hours or enrolled for summer, it was recommended the fee remain at \$50.

These tuition and fee recommendations are outlined in the Tables below.

Presidential Academic Year 2023-24 Tuition and Fees Recommendation

In consideration of the recommendations of the TRC, IFC, and ASOIT (see Attachments B, C, and D), and after consultation with the executive staff and members of the university, the president is recommending to the Board of Trustees:

- Increase academic year 2023-24 base tuition and fees by four and nine-tenths percent (4.9%), (see Tables below)
 - The above increase is a four and nine-tenths percent (4.9%) increase in base tuition, with no increase in health service or building fees at either the Klamath Falls or Portland-Metro campuses.
- Differential tuition related to Health and Engineering Technology programs shall remain at the current thirty-seven percent (37%) premium on base tuition rates (see Attachment F),
- Tuition remissions shall continue at approximately fourteen percent (14%) of tuition revenue.
- Incidental fees at the Klamath Falls campus shall increase from \$397.50 to \$422.50 for students with six or more credit hours. For students with less than six credit hours, the first hour will be assessed at \$247.50 and will increase in equal \$35 increments for each additional credit hour. Summer incidental fees for Klamath Falls will be \$75 regardless of the number of credit hours enrolled.
- Incidental fees for the Portland-Metro campus increase from \$80 to \$95 for students enrolled for six credit hours or more. For students enrolled in less than 6 credit hours, or enrolled for

- summer, the fee shall remain at \$50, and;
- Finally, the president or his designee is delegated such authority as available under policy and law to make minor and technical adjustments to these proposed rates as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board's directives.

The Tables below summarize the recommended changes at the level of a four and nine-tenths percent (4.9%) increase in base tuition and fees. With these revised tuition and fees rates, Oregon Tech tuition will continue to be competitive with other institutions featuring similar programs both within and outside the state.

Table-4.9% Increase to Oregon Tech Tuition and Fees				
		AY 2022-23	AY 2023-24	Net %
		Rate/SCH	Rate/SCH	Change
Undergraduate	Resident	\$222.27	\$233.16	4.9%
	WUE	\$333.41	\$349.74	4.9%
	Non-Resident	\$707.49	\$742.16	4.9%
	Differential	37%	37%	
Special Programs	Medical Lab Sciences (R)	\$304.51	\$319.43	4.9%
	Medical Lab Sciences (NR)	\$550.59	\$577.57	4.9%
	Paramedic (R)	\$243.10	\$255.01	4.9%
	Paramedic (NR)	\$348.60	\$365.68	4.9%
	Chemeketa Dental Hygiene (R)	\$243.10	\$255.01	4.9%
	Chemeketa Dental Hygiene (NR)	\$789.49	\$828.18	4.9%
Graduate	Resident	\$511.22	\$536.27	4.9%
	Non-Resident	\$858.21	\$900.26	4.9%
	Differential	37%	37%	
		AY 2022-23	AY 2023-24	Net %
		Rate/Term	Rate/Term	Change
Doctoral Physical Therapy	Resident	\$ 6,942.37	\$ 7,282.55	4.90%
	Non-Resident	\$ 11,654.49	\$ 12,225.56	4.90%
Fees				
		AY 2022-23	AY 2023-24	% Change
		Rate/Term	Rate/Term	
Klamath Falls	Building	\$45.00	\$45.00	0.0%
	Incidental ¹	\$397.50	\$422.50	6.3%
	Health Services ¹	\$195.00	\$195.00	0.0%
	Student Rec Center	\$69.00	\$69.00	0.0%
Portland Metro	Building	\$45.00	\$45.00	0.0%
	Incidental ¹	\$80.00	\$95.00	18.8%
	Health Services	\$63.00	\$63.00	0.0%

Notes:

(1) Incidental fees are reduced for summer term and prorated for students taking less than six credits for fall, winter, and spring terms. Klamath Falls health service fee is waived for summer term and is not charged for students with less than six credits for fall, winter and spring terms.

Table- Miscellaneous Rates

AY 2023-24 ONLINE TUITION AND FEES RATES

TUITION	RATES
Online Undergraduate Tuition	\$308.00/Credit
Online Graduate Tuition	\$438.00/Credit
Online Graduate Allied Health Tuition	\$438.00/Credit
Online Graduate Engineering & Technology Tuition	\$638.00/Credit
FEES	RATES
Online Tech Fee	\$65.00/Online Course
Matriculation Distance Ed Fee	One-time fee of \$50 for Online Students

AY 2023-24 STAFF & STAFF DEPENDENT FEE PRIVILEGES

TUITION	RATES
OIT Staff Undergraduate and Graduate Tuition (on-campus & online credits)	\$70.00/Credit (up to 12 credits)
OIT Staff Undergraduate and Graduate Dependent Tuition (on-campus & online cr)	\$70.00/Credit (up to 12 credits)
Other Institution Staff Undergraduate and Graduate Tuition (on-campus credits onl)	\$70.00/Credit (up to 12 credits)
Other Institution Staff Undergraduate and Graduate Dependent Tuition (on-campus)	\$70.00/Credit (up to 12 credits)
FEES	RATES
OIT and Other Institution Staff Fees	Staff do not pay Building, Incidental, Student Rec Center and Health Service Fees but they do pay extra class fees.
OIT and Other Institution Staff Dependent Fees	Staff Dependents pay all on-campus fees and extra class fees

AY 2023-24 DUAL CREDIT PROGRAM (HST) & ADVANCED CREDIT PROGRAM (ACP)

TUITION	RATES
Dual Credit Program (HST)	\$25.00/Credit
Advanced Credit Program (ACP)	\$100.00/Course

AY 2023-24 BOEING RATES

TUITION	RATES
Undergraduate Tuition	\$584.33/Credit
Graduate Tuition	\$747.02/Credit

Attachments and Additional Information

- Attachment A- Tuition Recommendation Memo- President Naganathan
- Attachment B- Tuition Recommendation Committee Staff Report
- Attachment C- Tuition Recommendation Memo- ASOIT
- Attachment D- Incidental Fee Recommendation Memos- ASOIT
- Attachment E- [Tuition Recommendation Committee Material](#)
- Attachment F- Differential Major List
- Attachment G- TRC Student Letter of Dissent

ATTACHMENT A



To: Oregon Tech Board of Trustees
From: President Nagi Naganathan *Nagi G. Naganathan*
Re: **President's Recommendation for Academic Year 2023-24 Tuition and Fees**
Date: April 4, 2023

As required by statute, through this memorandum, I submit my recommendation for tuition and fees for the 2023-24 year to the Oregon Tech Board of Trustees. This recommendation was developed through an open and consensus-driven process led by the Tuition Recommendation Committee (TRC), a dedicated group of students, faculty, and administrators from both major campuses.

The TRC met four times beginning in January of this year and concluded their process in March after two campus forums. I sincerely appreciate their dedication to the university and the engagement of students during this process. The Committee's responsibilities, process, and guiding principles are more fully outlined in the Tuition Recommendation Committee Staff Report (See Attachment B). At the conclusion of the process, the TRC recommended a five percent (5%) increase in base tuition and fees. I also received separate recommendations from the Incidental Fee Committee (IFC) and ASOIT.

Presidential Recommendation

In consideration of the recommendations of the TRC, ASOIT, and IFC, and (see Attachments B, C, and D), and after consultation with the executive staff and members of the university, I am recommending the following:

- Increase 2023-24 base tuition and fees by four and nine-tenths percent (4.9%) (see Tables below)
 - The above increase is a four and nine-tenth percent (4.9%) increase in base tuition, with no increase in health service or building fees at either the Klamath Falls or the Portland-Metro campus.
- Differential tuition related to Health and Engineering Technology programs shall remain at the current thirty-seven percent (37%) premium on base tuition rates (see Attachment F).
- Tuition remissions shall continue at approximately fourteen percent (14%) of tuition revenue.
- Incidental fees at the Klamath Falls campus shall increase from \$397.50 to \$422.50 for students with six or more credit hours. For students with less than six credit hours, the first hour will be

assessed at \$247.50 and will increase in equal \$35 increments for each additional credit hour. Summer incidental fees for Klamath Falls will be \$75 regardless of the number of credit hours enrolled.

- Incidental fees for the Portland-Metro campus shall increase from \$80 to \$95 for students enrolled for six credit hours or more. For students enrolled in less than six credit hours or enrolled for summer, the fee shall remain at \$50.

I want to convey my sincere appreciation to the members of the TRC, IFC work groups, and ASOIT for conducting a thorough and collaborative process through open and supportive deliberations. These deliberations engaged stakeholders at all levels in reaching a recommendation in a challenging state budget environment. I am also including a dissenting opinion from two of the student members of the TRC (Attachment G). I empathize with the authors and their views. However, as discussed during the TRC proceedings, the university is also pressured to pursue a tuition increase as a last measure to raise revenue to meet expenses in a challenging budget environment. In view of this, my recommendation is closer to the TRC's recommendation.

It is important to note that the TRC and university administration considered tuition options both above and below the final recommended amount. When reflecting on the principles articulated by the students, faculty, and staff of the Committee, evaluating comparator university tuition, internal budget projections, salary data for graduates, and many other data points, the group agreed the best interest of students is served by adequately supporting quality programs and continuing the investment in our recognized professional programs.

The university is committed to continuously improving operational efficiencies to offset cost increases and unpredictable levels of state funding, which is further compounded by the current economic climate and lingering effects of the pandemic.

Specific tuition and fee recommendations are outlined in the Tables included in the following two pages.

Finally, I request the president or his designee be delegated such authority as available under policy and law to make minor and technical adjustments to these proposed rates as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board's directives.

I thank you for your consideration of this recommendation. ■

Encl: Tuition and Fee Recommendation Tables

Table-4.9% Increase to Oregon Tech Tuition and Fees

		AY 2022-23	AY 2023-24	Net %
		Rate/SCH	Rate/SCH	Change
Undergraduate	Resident	\$222.27	\$233.16	4.9%
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Fees				
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	Incidental ¹	\$80.00	\$95.00	18.8%
	Health Services	\$63.00	\$63.00	0.0%

Notes:

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FEES	RATES
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Matriculation Distance Ed Fee	One-time fee of \$50 for Online Students
<u>AY 2023-24 STAFF & STAFF DEPENDENT FEE PRIVILEGES</u>	
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OIT and Other Institution Staff Fees	Staff do not pay Building, Incidental, Student Rec Center and Health Service Fees but they do pay extra class fees.
OIT and Other Institution Staff Dependent Fees	Staff Dependents pay all on-campus fees and extra class fees
<u>AY 2023-24 DUAL CREDIT PROGRAM (HST) & ADVANCED CREDIT PROGRAM (ACP)</u>	
TUITION	RATES
Dual Credit Program (HST)	\$25.00/Credit
Advanced Credit Program (ACP)	\$100.00/Course
<u>AY 2023-24 BOEING RATES</u>	
TUITION	RATES
Undergraduate Tuition	\$584.33/Credit
Graduate Tuition	\$747.02/Credit

ATTACHMENT B
TUITION RECOMMENDATION COMMITTEE STAFF REPORT



Tuition Recommendation Committee
Staff Report for
Academic Year 2023-24

Tuition Setting Process Report

March 24, 2023

Academic Year 2023-24 Tuition Recommendation

The Tuition Recommendation Committee (TRC), through an inclusive and consensus-driven process, has recommended a tuition increase for Academic Year (AY) 2023-24. The Oregon Tech academic year begins with Fall and continues through Winter, Spring and Summer terms. The recommendation assumes the Higher Education Coordinating Commission (HECC) Student Success and Completion Model (SSCM) distribution methodology remains unchanged. FY 2023-24 is the first year in the 2023-25 biennium and the final state allocation to the Public University Support Fund (PUSF) for the new biennium will not be certain until the legislative session is adjourned in June 2023. As such, the Governor's recommended budget (GRB), recommending a four percent (4%) increase to PUSF funding for the 2023-25 biennium, was used in developing the TRC recommendation. The TRC discussed the dynamics impacting the University's budget in the short-term and long-term as well as the state's funding allocation methodology. The deliberations were guided by a set of principles established by the Committee with a particular focus on balancing the quality and return on investment of an Oregon Tech degree while minimizing the impact to students, especially those most sensitive to tuition increases, necessitated by the unfortunate budget realities faced by the University.

In order to maintain quality and return on investment of an Oregon Tech education and to ensure continued investments in equipment intensive programs and adequate levels of financial aid to support student affordability and completion, the TRC recommended to the President an increase in the resident undergraduate base tuition rate for AY 2023 -24. Specifically, the base tuition and fees rate increase is recommended at five percent (5%) and the differential rate is recommended to remain unchanged at a thirty-seven percent (37%) premium on base tuition.

TRC Charter, Principles, and Membership

The TRC is established by Board of Trustees policy and is operationalized through a charter and Committee membership approved annually by the President.

The Board Policy on Resident Undergraduate Tuition and Mandatory Enrollment Fee Process establishes a minimum number of meetings, public forums and notification requirements to the student body. The policy also outlines the President's, or their designee's, responsibility to support and provide information to the TRC related to the budget of the University and impact of state funding. The Board Policy further assigns the TRC the role of recommending to the President, changes in tuition and conveying the substance of the group's deliberations and feedback provided at campus open forums.

Oregon Tech's President annually approves charters and membership of University standing committees, commissions, and councils. Administrative members of the TRC are appointed by the President and student members are appointed by the Vice President of Student Affairs in consultation with the Associated Students of Oregon Institute of Technology (ASOIT). There are certain membership requirements established by ORS 352.102. These are incorporated into University policy by the Board of Trustees and were followed in establishing the composition of the Committee. The TRC Charter, as approved by the President, is as follows:

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 the Klamath Falls and Portland-Metro campuses and is 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.

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.

The membership and affiliation of the TRC is listed below:

TRC Members for 2022-23	Committee Role	Organizational Role	Location
John Harman- Chair	Voting Adm. Member	Vice President for Finance & Administration	Klamath Falls
Erin Foley, Ex-Officio ⁽¹⁾	Voting Adm. Member	Vice President for Student Affairs	Klamath Falls
Joanna Mott ⁽²⁾	Voting Adm. Member	Vice President of Academic Affairs	Klamath Falls
Josephine Ness	Voting Adm. Member	Director of Admissions	Klamath Falls
Alicia Dillon	Voting Adm. Member	AVP of Finance & Controller	Klamath Falls
Kendal Marks	Voting Adm. Member	Financial Aid & Registration Coordinator	Portland Metro
Don DaSaro	Voting FOAC Chair	FOAC Chair; Assistant Professor	Klamath Falls
Feng Shi	Faculty Attendee	Assistant Professor	Klamath Falls
Sasha Rabich	Student Attendee	ASOIT President, Klamath Falls Campus	Klamath Falls
Billy Kimmel	Voting Student	ASOIT President, Portland Metro Campus	Portland Metro
Finn Anders	Voting Student	Student Representative	Klamath Falls
Graeme Wiltrout	Voting Student	Student Representative	Klamath Falls
Jordan Spencer	Voting Student	Student Representative	Klamath Falls
Kailea Boerste ⁽²⁾	Voting Student	Student Representative	Portland Metro
Josh Roberts	Voting Student	Graduate Student Representatitve	Portland Metro
⁽¹⁾ Votes per Robert's Rules of Order, but does not count toward determining quorum			
⁽²⁾ Gave proxy			

The Committee was supported by, and is grateful to staff members, from various units across the

University, tasked with providing information to the Committee.

At the TRC's first meeting on January 24, 2023, the Committee discussed and adopted a set of governing principles and process guidelines for the tuition development process. These guidelines established both how the group would conduct its meetings and engagements with students throughout the development and decision-making process and the priorities it had to balance in recommending tuition levels to the President for AY 2023-24. These principles were discussed at TRC meetings and in campus forums, as these were integral to the TRC's deliberations. The TRC Guiding Principles and Process Guidelines are as follows:

Guiding Principles:

- Consider long-term factors when recommending the single year decisions.
- 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.
- Maintain the current service level, quality and support that Oregon Tech provides to students.

Process Framework:

- Communicate openly and transparently with all stakeholders with appropriate detail.
- The Committee will utilize data and information throughout the process.
- Communicate respectfully and ask questions.

ORS 352.102 Process Requirements & HECC Tuition Increase Criteria

ORS 352.102 outlines certain requirements for the composition of each University's tuition advisory body and the process by which it operates.

Oregon Tech has a long and successful history of an inclusive tuition setting process, including students, faculty, and administrative staff. The Oregon Tech Board of Trustees' policy on tuition setting and the Presidential charge of the TRC included in the Oregon Tech Committees, Commissions, and Councils (2023-24) are in alignment with the requirements of ORS 352.102. Below is an analysis of the requirements outlined by ORS 352.102, and the steps taken by the TRC to meet these requirements.

Section 2(1) requires that each public University establish "...an advisory body to advise the President of the University on the President's recommendation to the governing board regarding tuition and mandatory enrollment fees for the upcoming academic year."

- The TRC is the "advisory body," as required by ORS 352.102 for Oregon Tech.

Section 2(2) outlines certain requirements regarding Committee membership and "...establish a written document describing the role of the advisory body[.]"

- This was accomplished through the distribution of membership as agreed to between the Vice President of Student Affairs and ASOIT for student members, and as assigned by the President

for faculty and administrative members of the Committee. The President's charge for the Committee and the Oregon Tech Board of Trustees' Policy on Resident Undergraduate Tuition and Mandatory Enrollment Fee Process outlines the role and relationships of the advisory body, the University, the President and the Board of Trustees in the tuition setting process.

Section 2(3) includes training requirements regarding the University's budget, state appropriations and mechanisms of their distribution, historical relationships between state appropriations and tuition for Committee members.

- Training requirements under this section were accomplished through a series of meetings at the outset of the TRC process spanning from January through March 2023 when tuition setting deliberations were conducted. High level information regarding these topics were provided to the student body during the two in person/virtual tuition forums held to ensure participants had sufficient background information to meaningfully participate in the deliberation and recommendation process. Material presented is available at www.oit.edu/trc.

Section 2(4) requires the University provide “[a] plan for how the University is managing its costs on an ongoing basis and how resident tuition and mandatory enrollment fees may be decreased if the public University receives more moneys from the state than anticipated.”

- Information on how the University is managing and its cost structure was incorporated into the TRC's deliberations through modeling the medium-term impact of different tuition levels in relation to known and anticipated cost drivers and then identifying required use of reserves or budget cuts necessary to maintain the financial integrity of the University. This task is challenged by the need for consistent replacement of high-cost equipment in the University's technology focused programs, and the University's continuing growth in enrollment and complexity. Because FY 2023-24 is the first year of the 2023-25 biennium, final PUSF funding from the state will not be known until adjournment of the 82nd legislature in mid-June.

Section 2(5) requires the advisory body, if its recommendation is to increase tuition and mandatory enrollment fees greater than five percent (5%), to document the impact on historically underserved students and the mission of the University.

- Although the TRC recommended increase is not greater than five percent (5%), the TRC facilitated student engagement and discussion of factors impacting the University's budget, including lack of sufficient increases in state funding allocations, enrollment shortfalls and increasing organized labor costs and how continued tuition remissions would help offset these impacts.

Section 2(6) requires that the TRC “provide meaningful opportunities” for the student government and students more broadly to participate in the TRC process and deliberations and report such deliberations in writing to the President. The written report must provide any minority report requested by a member of the advisory body.

- ASOIT officers from the Portland-Metro and Klamath Falls campuses were members of the TRC. During the deliberation process, the TRC held four meetings that were open to the campus community and public generally, as well as in-person/virtual student forums for both campuses, specifically designed to elicit student feedback and incorporate it into Committee deliberations. As a further step to involve ASOIT, the student government was requested to provide a final tuition recommendation to the President outside of the TRC's recommendation to ensure that students are highly involved in the process. This document constitutes a staff summary of the TRC's deliberations as required by ORS 352.102. No member of the advisory body has requested the inclusion of, or submitted, a minority report.

Section 2(7) requires the University establish a website including all material provided by the University and utilized by the advisory body during its deliberations.

- The University hosted and advertised a website for the TRC – www.oit.edu/trc – and ensured that it was easy and simple for students to find the website. This website includes all material, meeting minutes and tuition setting calendars.

The Committee acted with the necessary due diligence in performing its responsibilities and in meeting the requirements outlined under ORS 352.102 as evidenced in the shared meeting materials, minutes and interactive dialogue of the group.

Conclusion and Recommendation

After significant deliberation and discussion, the TRC completed its charge as outlined by the President, and as embodied in ORS 352.102. Through this document, the TRC outlines its recommendation for tuition and fees levels at Oregon Tech for AY 2023-24.

The TRC found it important when discussing any tuition recommendation to acknowledge the value of maintaining, if not increasing, the quality and strong return on investment an Oregon Tech education provides. This is one of the major reasons why students enroll in Oregon Tech as their institution of choice.

Finally, in order to maintain the quality and strong return on investment an Oregon Tech education provides, ensure continued investments in equipment intensive programs, and create space for increased levels of financial aid to support student affordability and completion, the TRC recommends the following tuition and fee increase to President Naganathan for AY 2023-24:

TRC AY 2023-24 Tuition and Fees Recommendation: (see summary Tuition and Fees Table below)

- Increase academic year 2023-24 base tuition and fees by five percent (5%).
 - This is comprised of a five percent (5%) increase in base tuition with no increase in health service or building fees at either the Klamath Falls or Portland-Metro campuses for the regular academic year.
- Differential tuition related to Health and Engineering Technology programs shall remain at the current thirty-seven percent (37%) premium on base tuition.

- Tuition remissions shall continue at approximately fourteen percent (14%) of tuition revenue, and;
- Finally, the President or his designee is delegated such authority as available under policy and law to make minor and technical adjustments to these proposed rates as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board's directives.

TRC AY 2023-24 Service Recommendation:

- Oregon Tech administration should create a lobbying task force comprised of students, faculty and administration focused on securing affordable education for students by increasing available aid and working to decrease costs, while maintaining the current service level, quality and support Oregon Tech provides to students.
- Expedite recruitment for budgeted faculty positions.
- Increase monitoring of movable equipment on Portland-Metro campus to elevate replacement.

Table-5% Increase to Oregon Tech Tuition and Fees				
		AY 2022-23	AY 2023-24	Net %
		Rate/SCH	Rate/SCH	Change
Undergraduate	Resident	\$222.27	\$233.38	5.0%
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	Non-Resident	\$707.49	\$742.86	5.0%
	Differential	37%	37%	
Special Programs	Medical Lab Sciences (R)	\$304.51	\$319.73	5.0%
	Medical Lab Sciences (NR)	\$550.59	\$578.12	5.0%
	Paramedic (R)	\$243.10	\$255.26	5.0%
	Paramedic (NR)	\$348.60	\$366.03	5.0%
	Chemeketa Dental Hygiene (R)	\$243.10	\$255.26	5.0%
	Chemeketa Dental Hygiene (NR)	\$789.49	\$828.96	5.0%
Graduate	Resident	\$511.22	\$536.78	5.0%
	Non-Resident	\$858.21	\$901.12	5.0%
	Differential	37%	37%	
		AY 2022-23	AY 2023-24	Net %
		Rate/Term	Rate/Term	Change
Doctoral Physical Therapy	Resident	\$ 6,942.37	\$ 7,289.49	5.0%
	Non-Resident	\$ 11,654.49	\$ 12,237.21	5.0%
Fees				
		AY 2022-23	AY 2023-24	% Change
		Rate/Term	Rate/Term	
Klamath Falls	Building	\$45.00	\$45.00	0.0%
	Incidental ¹	\$397.50	\$422.50	6.3%
	Health Services ¹	\$195.00	\$195.00	0.0%
	Student Rec Center	\$69.00	\$69.00	0.0%
Portland Metro	Building	\$45.00	\$45.00	0.0%
	Incidental ¹	\$80.00	\$95.00	18.8%
	Health Services	\$63.00	\$63.00	0.0%

Notes:

(1) Incidental fees are reduced for summer term and prorated for students taking less than six credits for fall, winter, and spring terms. Klamath Falls health service fee is waived for summer term and is not charged for students with less than six credits for fall, winter and spring terms.



April 3, 2023

President Nagi Naganathan
Oregon Institute of Technology
Sent via Email only

Dr. Nagi,

Oregon Tech's Tuition and Fees Recommendation Committee (TRC) met four times, beginning in January, and completing its work on March 10, 2023, after holding two TRC/ASOIT student forums, one for Klamath Falls and another for the Portland-Metro campus. The TRC met all requirements set forth by ORS 352.102

ASOIT, with support of Student Affairs and Finance and Administration, advertised TRC meetings, student forums and provided links to materials and feedback opportunities on the TRC website at www.oit.edu/trc to facilitate student and community feedback. The Klamath Falls open forum had 70 non-committee attendees, and the Portland-Metro forum had 2 non-committee student attendees, representing an insignificant portion of the student voice.

During the ASOIT forums, students from each campus provided comments and/or asked questions. Students had questions about the overall university budget and its pressures, and how tuition is used. A couple of the students also remarked that any tuition increase makes it more difficult for some students to afford college.

During TRC meetings, and at the campus forums, the Committee discussed internal budget projections for the upcoming academic year, tuition rates at peer institutions, lacking state funding increases, recent enrollment shortfalls, increasing organized labor wage and benefits costs, state mandated cost increases and other factors impacting the university's operating budget. This information was used to develop the Tuition and Fees Recommendation for the 2023-2024 academic year and can be found on the TRC website.

Additionally, the committee discussed the possibility of creating a new funding model, however discussion on such matter was tabled to be discussed and considered at a later date outside of the committee. At its first meeting in January, the Committee was briefed on the Oregon Revised Statute establishing the requirement for the Committee along with the applicable Board Policy outlining the Committee's principles and responsibilities. These principles are as follows:

- 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

The TRC recognizes the continued uncertainty regarding state funding, especially related to the recent Governor report being significantly lower than requested, budgeting only a 4% increase instead of the requested 17%, coupled with recent enrollment shortfalls and the continuing rise in faculty and staff healthcare and retirement costs which are not within the university's control. Those factors place a significant burden on the university's commitment to ensure continued investments in equipment-intensive degree programs, ensuring small class sizes and supporting new initiatives. ASOIT representatives worked with the Office of Student Affairs in developing the recommendation for mandatory fees including the student incidental fee.

Below are the Tuition and Fee Recommendations proposed by the TRC, ASOIT, and the Dissenting Opinion proposed by KF Students:

TRC Tuition and Fees Recommendation:

- Increase academic year 2023-24 base tuition and fees by 5.0%, and;
- Differential tuition related to Health and Engineering Technology programs remain at the current 37% premium on base tuition rates, and;
- Tuition remissions continue at approximately 14% of tuition revenue.

Service Recommendation:

- Oregon Tech administration should create a lobbying task force comprised of students, faculty, and administration focused on securing affordable education for students by increasing available aid and working to decrease costs, while still maintaining the current service level, quality, and support Oregon Tech provides to students.
- Expedite recruitment for budgeted vacant faculty positions.
- Increase monitoring of movable equipment on Portland-Metro campus to evaluate replacement.

ASOIT TRC Tuition and Fees Recommendation:

- Increase academic year 2023-24 base tuition and fees by 5.0%, and;
- If allocations to Oregon Tech for FY 2023-24 from the Student Success and Completion Model (SSCM) exceed the amount previously forecasted by HECC, consideration be given to reducing the amount of the 2023-24 increase, and;
- Differential tuition related to Health and Engineering Technology programs remain at the current 37% premium on base tuition rates, and;
- Tuition remissions increase to approximately 17% of tuition revenue

KF Student TRC Tuition and Fees Recommendation**:

- Increase academic year 2023-24 base tuition and fees by 3.0%, and;
- If allocations to Oregon Tech for FY 2023-24 from the Student Success and Completion Model (SSCM) exceed the amount previously forecasted by HECC, consideration be given to reducing the amount of the 2023-24 increase, and;
- Differential tuition related to Health and Engineering Technology programs remain at the current 37% premium on base tuition rates, and;
- Tuition remissions increase to approximately 17% of tuition revenue

**This recommendation is predicated on the idea of using a larger portion of reserves using 5 million instead of 3 million. The idea being to drain reserves to 15% of the operating budget, putting it into the higher bound recommended by the Board in The Board Policy on Operating Fund Balance

ASOIT agrees with all TRC recommendations for the purpose of rebuilding a culture of trust within the university. We believe the TRC and ASOIT Recommendation allows for an equitable balance of impact created by the recommendation, in turn allowing for the commitment between shareholders to be strengthened. While the above ASOIT recommendation is in the hope of rebuilding a culture of trust between all major stakeholders in our institution, it is also important to acknowledge and consider the dissenting opinion brought up by 4 of the 6 student delegates on the TRC. Continual year-over-year increases of 5% are unsustainable for students and lead to a growing divide among the student body. With the ever-increasing costs associated with being a student, long-term solutions are needed to help attend our institutions. The students argue that using a larger reserve balance to assist with tuition will have a better impact on strengthening relations between the students and other funding shareholders.

We look forward to further discussion on this matter,



Sasha Rabich
ASOIT President, KF



Billy Kimmel
ASOIT President, PM



Josh Wray
PM ASOIT- TRC Committee Rep.

Cc: John Harman, VP for Finance & Administration, TRC Chair
Dr. Erin Foley, VP for Student Affairs, TRC Ex Officio
Ken Fincher, Interim Board Secretary, Oregon Tech Board of Trustees



Date: March 14, 2023

To: Dr. Nagi Naganathan, President, Oregon Institute of Technology

From: Sasha Rabich, President, ASOIT-KF

CC: Dr. Erin Foley, John Harman, Josh Winter, John Van Dyke, Thomas Arce

RE: **2023-2024 Incidental Fee Commission Recommendations**

The IFC convened on March 7th, 2023 and reviewed the budgets presented by the Director of Athletics (John Van Dyke), the Director of Student Involvement & Belonging (Thomas Arce), and Manager of the College Union (Josh Winter). Financial Information is provided in more detail below. After thorough review, the Incidental Fee Commission (IFC) has decided to recommend a change to the Incidental Fees for the 2023-2024 academic year. The recommendation is that the Klamath Falls Incidental Fee increase to \$422.50 per term for every student enrolled in six or more credits. The fee structure for students with 1 to 5 credit hours (a step increase for each additional credit), for 1 credit is \$247.50, with an additional \$35 more for each additional credit; therefore, 5 credits would be \$387.50 (and 6+ credits is \$422.50).

Financial Data	2022-2023		2023-2024 Recommended		
	\$ Budgeted	% of Total	\$ Budgeted	\$ Inc./ (Dec.)	New Allocation % ¹
IFC Funding Areas					
Athletics	\$ 855,000.00	36.5%	\$ 806,727.00	\$ (48,273.00)	36.6%
Student Involvement & Belonging	\$ 830,733.00	35.4%	\$ 777,910.00	\$ (52,823.00)	35.3%
College Union	\$ 660,000.00	28.1%	\$ 620,419.00	\$ (39,581.00)	28.1%
Totals	\$ 2,345,733.00	100%	\$ 2,205,056.00	\$ (140,677.00)	100%

With the 2022-2023 revenues down approximately 12% due to enrollment declines, the IFC decided to increase the budgets for 2023-2024 to lessen the impact of falling enrollment, while also taking into account the financial impact to students. It was decided that the managers will need to track the revenues and adjust accordingly if revenue continues to be less than budgeted.

Summer 2024 Fees

The summer 2024 Incidental Fee for Klamath Falls students will increase to \$75, regardless of the number credit hours enrolled.

ASOIT PM will be submitting their fee recommendations under a separate memo.

We appreciate your consideration, and I welcome any and all questions you may have. Thank you for your time.

¹ A \$3,000 change from SIB to Athletics was made to move Men's Rugby under Athletics.



MEMORANDUM

Date: March 13, 2023
To: Dr. Nagi Naganathan, President, Oregon Institute of Technology
From: Billy Kimmel, President, ASOIT-PM
CC: Dr. Erin Foley, Thomas Arce, Josie Hudspeth, Kim Faks
RE: **2023-2024 Incidental Fee Commission Recommendations**

ASOIT PM held an open Parliament Meeting on February 15, 2023, Student Services presented four options for the PM Incidental Fee for 2023-2024. Meeting minutes available upon request.

There were 22 students present when a vote was presented to increase the **PM Incidental Fee** for the 2023-2024 academic year. The recommendation is that the Portland-Metro Incidental Fee increases from \$80 to **\$95 per term** for every student **enrolled in six or more credits** and that the fee structure remain the same for students with **1 to 5 credit hours at \$50 per term**.

We recommend that the **Health Fee remain at \$63 per term for all enrolled students** for all terms. Financial Information is provided in more detail below.

Summer 2024 Fees

The summer 2024 Incidental Fee for Portland-Metro students will remain \$50, regardless of the number of credit hours enrolled.

The summer Health Fee will remain at \$63 for all enrolled students.

Financial Data¹ :

IFC Funding Areas	2022-2023 Allocation		2023-2024 Recommended		
	\$ Budgeted	% of Total	\$ Inc./ (Dec.)	\$ Budgeted	New % of Allocation
ASOIT-PM	\$43,970	33.50%	\$(8,040)	\$35,930	25.14%
Registered Student Organizations	\$7,400	5.64%	\$14,600	\$22,000	15.39%
Student Involvement & Belonging	\$79,880	60.86%	\$5,120	\$85,000	59.47%
Totals	\$131,250	100%	+ \$11,680	\$142,930	100%

We appreciate your consideration and I welcome all questions you may have. Thank you for your time.

ASOIT, Portland-Metro

¹ Budget based on projected enrollment of 1500 students (over 3 terms) enrolled in 6+ credits.

Attachment G

March 24, 2023

President Naganathan and Board of Trustees
Oregon Institute of Technology
3201 Campus Drive
Klamath Falls, OR 97601

Dr. Nagi and Trustees,

The decision to increase tuition rates by 5% for next year is the wrong choice. As student representatives on the Tuition Recommendation Committee, we cannot and we do not support this resolution. The TRC is guided by four principles:

- 1.) Consider long-term factors when recommending the single year decisions.
- 2.) Recognize the importance of affordability for students.
- 3.) Tuition Levels should be developed using data and information, including internal budget, comparator institutions, and external cost indices.
- 4.) Ensure we maintain the current service level, quality and support that Oregon Tech provides to students.

The plan proposed at the final meeting is to pull \$3M from the reserves, reduce expenses by 1.9% (\$1.3M), and raise tuition by 5% (\$1.8M), leaving a \$680k deficit. This plan conflicts with two out of four guiding principles. Affordability is one of the greatest strengths that Oregon Tech has but this plan increases the burden on students by nearly \$500 per year. That is 40 hours of work for most students before taxes, which is not insignificant. That means it's \$500 harder to make ends meet, \$500 less to purchase food, prescriptions, gas, or rent. \$500 deeper into debt. \$500 may seem insignificant to the members of the Board, but to students it is not.

The quality of service at Oregon Tech has continued to decline. Faculty are leaving and they are not getting replaced. The hands-on learning resources that used to set Oregon Tech apart are broken, missing, or leaving. Dr. Nagi stated in the open forum that the quality of service has remained the same despite our hardships, that is unequivocally false. The plan put forward by the TRC continues to exacerbate the decline in services even more with the \$1.3M in required cuts without any plan to investigate or remedy the quality of education.

Our plan is to reduce the impact of the institution's lack of revenue on the students by increasing tuition by 3% (\$1.1M). Board policy dictates that a fund balance of 10-15% of operating revenue should always be kept in reserves. Reserves currently sit at 22.8%, which exceeds the required amount. Our plan is to spend \$5,070,000 of the reserve on the education of students, leaving it at 16%. This would leave the deficit at \$700k, which is only \$20k more than the accepted deficit in the TRC plan of \$680k.

This plan is not perfect. In a perfect world we would have no cuts, spend no money on reserve, and have no increase in tuition until there has been a real investigation into the quality of service at Oregon Tech. But those aren't the cards we have to play. Our plan exceeds the TRC plan in affordability. A lower tuition raise results in a lower financial burden. Our plan uses the money that students have already

spent on tuition that is sitting in the reserve to reduce the burden on students. Our plan nearly eliminates the need for budget cuts, which will work to mitigate this coming year's decline in service.

While it is understandable that opposition to the plan may be rooted in concern for next year's TRC, it is important to consider the long-term benefits of the plan as well. The forecasts that show stable enrollment or even an increase in enrollment after next year are encouraging and suggest that investing now could pay off in the future.

However, it is important to acknowledge that forecasts can be wrong, and there is a possibility that tuition may need to be raised in the future if enrollment does not stabilize as predicted. It may be useful to consider contingency plans in the event that this occurs, such as identifying other areas of the budget that can be reduced or exploring alternative revenue streams. Ultimately, it is up to the Board of Trustees to weigh the potential benefits and risks of the plan and decide based on what they believe is in the best interest of the college and its students. We often hear that the reserve is saved for a "rainy day", that day is today.

The proposed 5% tuition increase is the wrong choice. The students and faculty at our institution deserve quality and stability. We believe the best path forward includes our tuition plan and a committee formed to review the university climate assessment and recommend action.

Sincerely,

Jordan Spencer, Graeme Wiltrout

Attachment E

[\(2022-2023\) Tuition Recommendation Committee \(TRC\) | Oregon Tech \(oit.edu\)](#)

Attachment F

Tuition Differentials Academic Year 2023-24

Majors without Differential Tuition	
Accounting – Post Baccalaureate Cert/BS	Health Care Mgmt-Administration Mgmt - BS
Applied Behavioral Analysis – Graduate Cert./MS	Health Care Mgmt-Clinical Management – BS
Applied Mathematics - BS	Health Informatics - BS
Applied Psychology - BS	Information Technology - BS
Biology Health Sciences - BS	Marriage and Family Therapy – MS
Business, Management Option - BS	Medical Family Therapy - Cert
Business, Marketing Option - BS	Operations Management - BS
Communication Studies - BS	Population Health Management - BS
Cybersecurity - BS	Professional Writing - BS
Data Science - BS	Technology and Management - BAS
Dispute Resolution - Cert	Pre-Nursing, Pre-Paramedic Education, General Studies, and Pre-Medical Lab Sciences-majors that do not result in a degree.
Emergency Medical Services Management - BS	
Environmental Sciences - BS	
Health Profession Majors with Differential Tuition	
Dental Hygiene - BS	Physical Therapy - DPT*
Dental Hygiene – Chemeketa – BS*	Picture Archiving/Communications System - Cert
Diagnostic Medical Sonography - BS	Radiological Science - BS
Echocardiography - BS	Respiratory Care -BS
Emergency Medical Technology Paramedic – AAS*	Vascular Technology - BS
Magnetic Resonance Imaging (MRI) - Cert	Pre-MIT, Pre-Dental Hygiene, and Pre-Respiratory Care-majors that do not result in a degree.
Medical Lab Sciences - BS*	
Nuclear Medicine Technology - BS	<i>*Program specific differential tuition rates.</i>
Engineering & Technology Majors with Differential Tuition	
Civil Engineering – BS/MS	Mechanical Engineering Tech – BS*
Civil Engineering/Environmental Sciences - BS	Mech Eng Tech/MFG Eng Tech – BS
Computer Engineering Technology - BS	Power Systems Engineering - Cert
Computer/Software Engineering Technology - BS	Renewable Energy Engineering – BS/MS
Electrical Engineering - BS	Renewable Energy/Electrical Engineering - BS
Electrical/Renewable Energy Engineering - BS	Renewable Energy/Environmental Science - BS
Electronics Engineering Technology – BS	Software Engineering Technology - BS
Embedded Systems Engineering Technology - BS	Software Engineering/Applied Math - BS
Embedded Systems/Software Engineering Technology - BS	Systems Engineering – Graduate Cert
Embedded Systems Technology/Math - BS	“Optical Engineering”, “Automat, Robot, & Cntrl Engr” and “System Engr & Technical Mgmt” can be added to any existing engineering degree but are not stand-alone degrees.
Geomatics-Geographic Information System (GIS) Option -BS	
Geomatics-Surveying Option - BS	
Manufacturing Engineering Technology – BS/MS*	<i>*Boeing location programs have a different differential rate.</i>
Mechanical Engineering – BS*	
Mech Eng/MFG Eng Tech - BS	



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Oregon Institute of Technology

Fiscal Year 2022 Single Audit Results

The Single Audit at Oregon Tech



Total federal spending by OT= \$33,325,557



Comprised of 25+ grants



Required risk-based steps used to select programs to test (Major Programs)



OT is “low risk”; must test 20% of spending



ED deemed Higher Education Emergency Relief Funds “high risk”



Major Program



**Higher Education Emergency Relief Fund -
\$10.564 million**

Results of the Single Audit

Government
Auditing
Standards
Report over
Financial
Reporting

- Findings:
None



Results of the Single Audit



Summary and Status of Prior Year Findings

Government Auditing Standards Report over Financial Reporting

- Findings: None

Report on Compliance and Internal Controls for Each Major Program

A.COD Reporting, NSLDS, and Procurement

- All Resolved

B.Suspension and Debarment

- Not resolved due to timing of corrective action. Addressed in March 2023.



Other Communications

Management and staff were very cooperative and helpful

Timing of subsequent year single audits should be back to normal





Appendix

Fiscal Year 2023 Planning Communications

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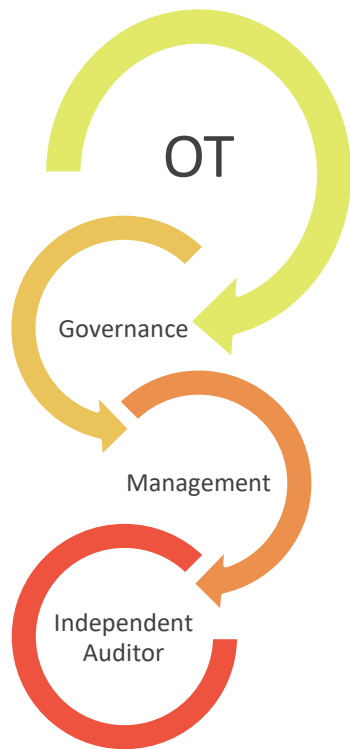
Fieldwork Timing and Reporting Timeline



Scope of the Engagements



Responsibilities Under GAAS



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Governance

Strategic Direction

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Risk input

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Audit in Accordance with GAAS and GAGAS

Reasonable, not Absolute Assurance

Understanding of Internal Controls

Risk Based Audit Approach



Audit Approach



Risk Assessment, Control Testing, and Compliance Testing



Identify significant accounts



Perform risk assessment



Update understanding of internal control processes



Test controls, including information technology controls



Test compliance of major programs



Risk Assessment



Risk Assessment – Your Input

Any significant concerns?



Known pressures?



Fraud?



Known risks?

Significant Risks:

Management override of controls



Please contact
CLA



2023 Unique Audit Topics

GASB 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements Implementation

Scheduling meeting with management to discuss:

Current Status? Applicable?

Questions?

Resources/tools needed?

Impact on Audit Procedures

New PBC items – inventory list of all PPPs with relevant information

Completeness testing – what did the institution do to ensure complete population analyzed

Analysis over disclosures



2023 Unique Audit Topics

GASB 96,
*Subscription-
Based
Information
Technology
Arrangements
Implementation*

Scheduling meeting with management to discuss:

Current Status?

Questions?

Resources/tools needed?

Impact on Audit
Procedures

New PBC items – inventory list of all SBITAs with relevant information

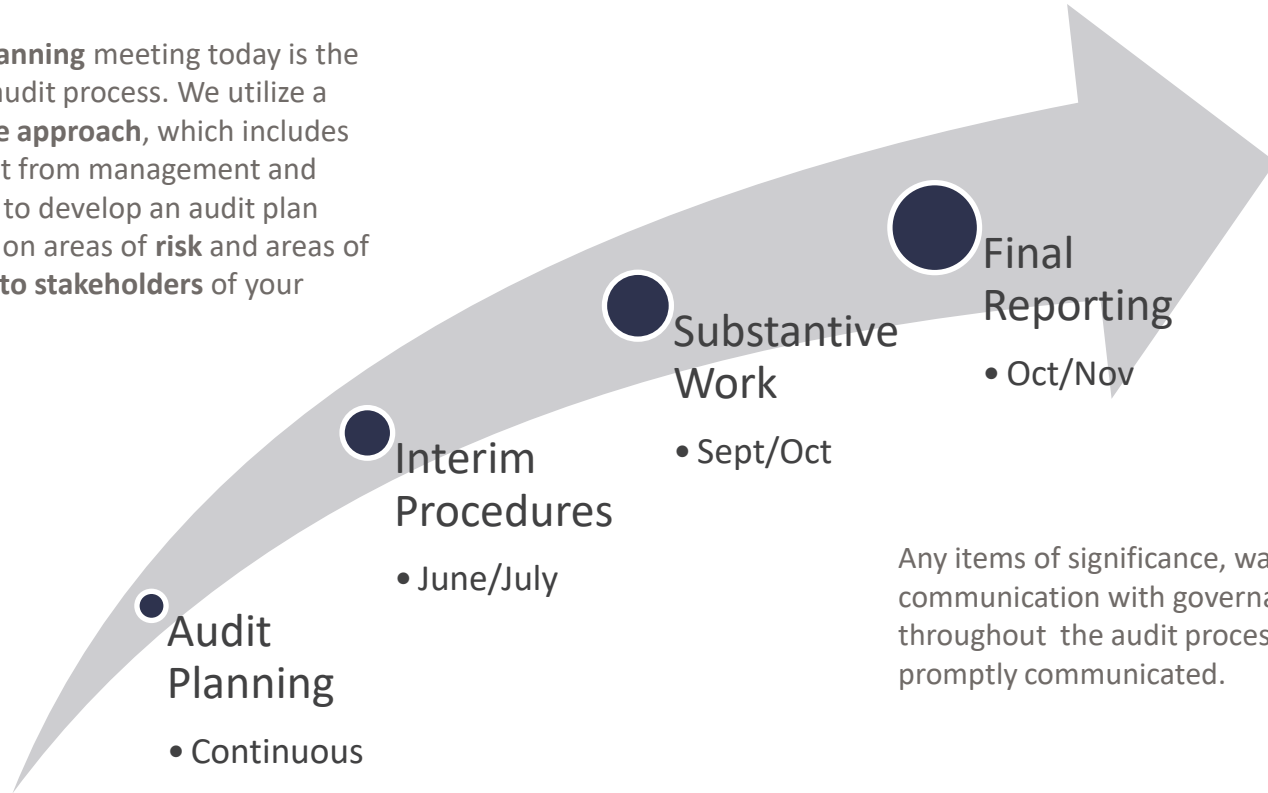
Completeness testing – ensuring all SBITAs are being analyzed

Analysis over disclosures



Timeline

The **audit planning** meeting today is the start of the audit process. We utilize a **collaborative approach**, which includes seeking input from management and governance, to develop an audit plan that focuses on areas of **risk** and areas of **significance to stakeholders** of your Institution.



Any items of significance, warranting communication with governance, that arise throughout the audit process will be promptly communicated.



Questions?



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Signing Director
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