Meeting of the
Oregon Tech Board of Trustees
Virtually via Microsoft Teams
Thursday, June 29, 2023
8:00 am – 9:00 am

Board of Trustees Special Meeting

Agenda

1. Call to Order/Roll/Declaration of a Quorum
(8:00 am) (5 min) Chair John **Davis**

2. New Program Approval

2.1 Masters in Natural Resources (8:05 am) (15 min)
Dean Dan Peterson & Department Chair Dr. Nate Bickford

2.2 Masters in Biomedical Sciences (8:20 am) (15 min)
Dean Dan Peterson & Department Chair Dr. Nate Bickford

3. Legislative Update
(8:35 am) (20 min) Kimberly Koops, AVP Government Relations & Dr. Nagi Naganathan

5. Other Discussion Items
(8:55 am) (5 min) Chair John Davis

6. Adjourn
(9:00 am) Chair Davis

Oregon TECH
Oregon Institute of Technology

Meeting of the
Oregon Tech Board of Trustees
Full Board Meeting
OMIC
And virtually via Microsoft Teams
January 26, 2023
1:15 pm – 5:57 pm

Board of Trustees
Minutes

Trustees Present:

John Davis, Chair	Kathleen Hill	Phone Nguyen	Michele Vitali
Jeremy Brown	Vince Jones	Mason Wichmann	Stefan Bird
Jill Mason	Fred Ziari	Phong Nguyen	
Kelley Minty	Nagi Naganathan (*ex officio*)		

Trustees Unable to Attend:

Kanth Gopalpur	Celia Nunez	Mike Starr

University Staff and Faculty Present in person:
Abdy Afjeh, Vice Provost-Research & Academic Affairs
Alan Polaski, President– Oregon Tech Foundation
Josephine Ness, Director of Admissions
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
Billy Kimmel, President of ASOIT – Portland-Metro
Nate Bickford – Natural Sciences Department Chair
Tom Keyser, Dean - College of Engineering, Technology and 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
Sasha Rabich – ASOIT President
Lori Garrard, Executive Assistant to the VP of University Advancement
Bryan Wada, Information Technology Consultant 2
Riley Ambrose, Oregon Tech

1. **Call to Order/Roll/Declaration of a Quorum** *Chair John Davis*
   Chair Davis called the meeting to order at 1:15 pm. The Board Secretary called roll and a quorum was declared.

Chair Davis advised that the DICE report will be written only, with no faculty senate report. There will be an adoption of the academic master plan, and the correction of the incidental fee will be added to the agenda.

2. Reports

2.1 President, *President Naganathan*

- **Dr. Naganathan** reviewed his PowerPoint presentation. President Naganathan Naganathan acknowledged the loss of two students and one staff member on the Klamath Falls campus, and the trustees observed a moment of silence.
- **President Naganathan** talked about the expansion of the Oregon Tech honors program and many successful campus events.
- **President Naganathan** discussed the climate assessment follow up that includes meetings and shared governance steps.
- **President Naganathan** talked about community engagements consisting of media appearances and meetings with legislators. **Chair Davis** acknowledged the number of trips that President Naganathan has made back and forth between the Klamath Falls and Portland Metro Campus and how they meet almost weekly to discuss board business.
- **President Naganathan** talked about the Owl Citizenship Awards, sharing the recent recipients.
- **President Naganathan** shared updates from the Oregon Tech Foundation. The Foundation crossed the $1 Million threshold for annual scholarships and raised $141,669 on Giving Tuesday.
- **President Naganathan** advised that there is progress on the track and field stadium project and Boivin Hall, and they are on schedule.
- **President Naganathan** spoke about institutional goals, including the NWCCU comprehensive review and site visit, increased degree-seeking undergraduate students, and Portland-Metro Campus Enrollment growth.
- **President Naganathan** advised that enrollment management is a composite outcome of recruitment, retention, and graduation. The Klamath County school district attended an event at Oregon Tech to discuss collaboration to make high school students more aware of Oregon Tech. Oregon Tech is tracking transfers.
- **President Naganathan** spoke about 2022-23 institutional goals, including increasing research proposals. **Chair Davis** commented on the correlation of proposals made by the departments that the Board has highlighted in recent years. Oregon Tech has successfully obtained federal appropriations for research in FY2023, securing $2.4 million in grants. Other institutional goals include a facilities master plan, two new academic degree programs, examining the current organization of academic units and departments, and a capital campaign.
- **President Naganathan** talked about the meeting theme: Industry's University.
- **President Naganathan** shared about the Boeing Collaboration Lab on the Klamath Falls campus, which will create internships for students with Boeing. President Naganathan explained that students can work on real-life projects for Boeing while remaining full-time students. **Trustee Ziari** acknowledged President Naganathan's efforts to make Oregon Tech Oregon's Polytechnic University. After visiting OMIC today, he sees the future of Oregon Tech and how an entity like OMIC is our foundation.

2.2 Foundation Report *Chair Alan Polaski*

Chair Alan Polaski shared efforts to bring the Board of Trustees and Foundation Board together with information sharing.

- The Foundation awarded $1 million in annual scholarships and reached the $10 million total given in scholarship dollars.
- He advised that Give a Hoot Day is Oregon Tech-focused for fundraising on April 19 and encouraged the trustees to give that day, asking for 100% giving participation from the Board of Trustees.
- The Foundation has been preparing a strategic plan for a comprehensive capital campaign. **Chair Davis** stated that the timing for the Foundation's strategic plan and campaign is very timely and aligned with Oregon Tech's goals and objectives.
- **Trustee Brown** asked about the status of the economy and possibly an impending recession and how it will affect the Foundation's spending. Chair Polaski advised that the Foundation recently adjusted our spending and feels that we are stable and will be able to continue to award the number of scholarships we have in the past as we continue to bring in donations.
- **Trustee Brown** asked about alumni giving rates and if Oregon Tech is working on increasing that percentage. Chair Polaski stated that giving days help increase participation.
- **Trustee Brown** asked about the idea of a capital campaign and setting reachable/stretch targets for a campaign. **Chair Polaski** stated the Foundation will have experts to assist, and we will dream big to make it happen. A feasibility study will be conducted before a campaign is launched. **Chair Polaski** encouraged having Trustees on a task force to create a successful campaign.

2.3 ASOIT *Presidents Sasha Rabich (KF) and Billy Kimmel (PM)*

- Portland-Metro: President Kimmel reviewed his PowerPoint presentation and discussed their 2022-23 priorities, including student advocacy, approachability, events, campus presence, transparency/communication, and professional development.
- President Kimmel conveyed that in regard to the previous year's concerns resulting in the ASOIT resoluton on a vote of confidence, students are now feeling heard based on discussions in the regularly held meetings between ASOIT, Chair Davis, and President Naganathan. He stated that any remaining issues are minor and will be discussed as appropriate. **Chair Davis** advised that the message from students about scheduling classes and the related difficulties has been discussed and will continue to be addressed.
- President Kimmel talked about the priorities for the winter term and the tuition setting process including the incidental fees.
- President Kimmel was asked about safety on Campus in Portland-Metro. He replied that the university has hired security for the building and given the Portland Metro campus is relatively small, he feels safe while on Campus.
- **Trustee Brown** stated that he was impressed with President Kimmel and the time and effort he obviously put into this presentation on top of his studies. He asked how we can let students know that Oregon Tech will have a two-year cycle of classes to ensure they finish their degrees on time. **President Kimmel** advised that the academic advisors

would be the best to get the messages to students, and also continued town hall meetings with students will increase awareness.

- **President Naganathan** asked President Kimmel about being a student before the pandemic and now after the pandemic. President Kimmel said that he feels like the Portland Metro feels empty now and that faculty are not as accessible because there are still many remote classes options.
- **Klamath Falls: President Sasha Rabich** shared his presentation and summarized events on the Klamath Falls campus.
- **President Rabich** talked about events this term, including elections, blackout for hunger basketball game, and a new hire.
- The Tuition Recommendation Committee will meet soon.
- **President Rabich** also addressed the previous year's vote of no confidence and stated the Klamath falls Campus ASOIT is pleased with the degree of transparency from the Board.
- **Trustee Brown** asked ASOIT to be a unified voice for more funding for higher education in Oregon. Students' voices are essential; it is an excellent way to get students engaged in the discussion, and the more likely we are to be heard.
- **Trustee Wichmann** thanked both presidents for their willingness and engagement with the Board and encouraged them to continue their efforts.

2.4 Faculty Senate *President Terri Torre*
No report was given

2.5 Diversity, Equity, and Cultural Engagement *Executive Director Dr. Jennifer Wilson*
(written report only)

2.6 Enrollment Management Report *Director Josephine Ness*
Josephine Ness shared her presentation and stated there has been an improvement in enrollment. She shared background dating back to 2016. **Trustee Ziari** commented that we seem to have high retention, which are good numbers.

- **Director Ness** talked about the current efforts and what admissions is doing to recruit new students.
- **Trustee Brown** asked if they keep record data for contacts and if they weigh the price of attending events and visits to certain areas. Director Ness advised that they do, and they adjust to the needs and costs.
- **Director Ness** discussed new initiatives by expanding prospect sources, engagements, online marketing, digital ad campaigns, and social media platforms. Director Ness advised they are increasing their digital campaigning by partnering with the marketing department.
- Admissions have a short-term goal to stabilize enrollment at the Portland Metro Campus, with at least a 2% growth in the fall of 2023.

2.7 Academic Quality and Student Success Committee *Trustee Jeremy Brown*
Trustee Brown summarized the reports and presentations made at the AQSS Committee meeting.

- By March 1, we will have a self-study accreditation report.

- There are significant staffing issues; 30 faculty searches are underway, as well as searches for openings in admissions. Obtaining a diverse pool of applicants has been a challenge.
- Oregon Tech currently has 83% tenured and tenure track faculty, which is way above the average for the state of Oregon. The number to aim for is about 66%.
- We are moving forward with common course numbering for general education classes. Oregon Tech Academic Affairs has in place a two-year schedule coordinated by the Registrar.
- Staffing issues remain, and we are considering researching current openings, possibly redefining the positions, and recasting the search.
- The DPT program will hopefully be launched soon.
- President Naganathan has been successful in establishing a partnership with Rogue CC in Medford.
- **Trustee Brown** advised the committee heard a presentation from Career Services and learned that our students get jobs in high numbers and Oregon Tech grads have the highest salaries.
- The academic master plan was discussed and runs parallel with the strategic plan.
- **Trustee Ziari** asked about the 30 open faculty positions, and Trustee Brown mentioned that it was approximately the same as the previous year. Trustee Ziari advised we need to be thoughtful in the hiring process and know what we want. Trustee Minty asked if Oregon Tech is reviewing the open positions and vetting if they are genuinely needed positions and suggested that every position be reevaluated.

2.8 Finance and Facilities Committee *Vice Chair Vince Jones*

Chair Jones summarized the reports and presentations given at the Finance & Facilities Committee meeting.

- **Trustee Jones** advised that Professor DeSaro from FOAC gave a report. Prof. DeSaro is working with VP Harman on ideas the University can engage in generating more revenue and increasing enrollment.
- VP Harman presented the quarterly finance and facilities report. The report was optimistic. Budget revenue shortfalls are being offset with responsible spending trends.
- VP Harman reported on investments and FY 2022 annual ratios.
- Director Thom Darrah reported on capital projects. All current projects are on track and within budget.
- The written internal audit report was shared by VP Harman.
- Four action items were considered and will be forwarded to the full Board for approval, as they were all approved by the committee.
- VP Harman also talked about the forecast for FY2023 and state funding.
- Jean Bushong from CLA presented the audit.
- **VP Harman** announced that TRU day is May 4th and is an opportunity for students and faculty to talk to the legislature about Oregon Tech.

2.9 Executive Committee Report *Chair Davis*

Chair Davis talked about the presentation and tour of OMIC from Craig Campbell. Since 2018, $65 million of investments has been attracted by OMIC. He also mentioned that Oregon Tech Board is also serving as the fiduciary agent for OMIC..

3. Consent Agenda *Chair, John Davis*

3.1 Approval of the Minutes of the October 2022 Meeting
No changes voiced. The minutes were approved as submitted.

3.2 Approval of the Minutes of the December 2022 Meeting
No changes voiced. Minutes approved as submitted.

3.3 Academic Master Plan
Trustee Brown advised that the academic master plan will challenge the academic team. There were many collaborators in the plan. The plan contains many charges, goals, and timelines to work towards the goals progressively. Chair Davis asked if there were any amendments to the plan. There were none offered.

Motion to approve the academic master plan.
Trustee Minty moved to approve the academic master plan.
Seconded by Trustee Brown
With all persons present voting aye, the motion passed unanimously.

4. Action Items

4.1 Board Policy on Quasi-Endowment *VP John Harman*
VP Harman advised that the proposed revisions change the annual spending (distribution) from the required 4% to a range between 0 and 10%, but not to exceed $1 million annually unless otherwise authorized by the Board. This revision will provide strategic flexibility to management to preserve the Quasi-Endowment corpus, especially during a pronounced or prolonged market decline, meeting the policy's investment objectives with emphasis on capital preservation and maintenance of purchasing power over long periods of time.

Action Item: Revisions to the Board Policy on Quasi-Endowment Investment be adopted and approved.
Motion: Trustee Ziari
Second: Trustee Wichmann
With all trustees present and voting aye, the motion passed unanimously.

4.2 Request to issue RFP and Execute Agreement for Internal Audit Services *VP John Harman*
VP Harman reviewed his PowerPoint presentation. Although there is an option in the current agreement for two additional one-year extensions, staff believe this enhanced scope of services is necessary to adequately respond to increasingly complex regulatory compliance and governmental accounting standards. The RFP should include proposals for internal audit services, including additional consulting services focused on emerging operating and technical accounting needs specific to higher education and governmental

entities. These more comprehensive services will provide additional value when consultation is needed on emerging issues affecting the University.

Motion 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: Trustee Vitali
Second: Trustee Hill
With all trustees present and voting aye, the motion passed unanimously.

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

- Jean Bushong shared her presentation and talked about the external audit process. She said that the financial statement has no significant deficiencies or material weaknesses. There were no difficulties in performing the audit, and nothing concerning happened during the audit process.
- Jean Bushong also reviewed required communications from auditors to include qualitative aspects of accounting practices, difficulties encountered in performing the audit (none), corrected misstatement (HEERF adjustment), and that there were no other issues that needed reporting.
- The only disclosure in the letter was the matter of the geothermal plant, as it is being reported by management as unrepaired, and management either needs to bring it back online or write it off.
- Jean Bushong thanked the team and appreciated the working relationship with the Oregon Tech team.

Action Item: Motion to accept and approve the Oregon Tech FY 2022 annual financial report.

Motion: Trustee Ziari
Second: Trustee Wichmann
No discussion a

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

4.4 Incidental Fee Correction *VP Harman*

VP Harman talked about an unintended overcharge discovered by students of the Portland Metro student regarding incidental fee. Students were to pay $80 a term starting the fall of 2022. Students who only had more than 6 credits per term were intended to pay $80. However, everyone was charged $80, and now there is a reimbursement due to those students that enrolled in less than 6 credit hours. The total number of students is 74. It will cost $2,200 for the University to reimburse those adversely affected, and the corrected fees will begin in spring 2023. He said President Naganathan advised that we address this immediately with appropriate Board action.

Action item: **Motion 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.**

Motion: Trustee Minty
Second: Trustee Wichmann

No discussion

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

5. Discussion Items

5.1 Faculty Research Presentation *Natural Sciences Chair Dr. Nate Bickford*

- **Dr. Bickford** provided a summary of his background.
- His department has two majors: Bio Health Science and Environmental Science.
- They have identified avenues to help with recruitment and retention of new faculty as well as peer mentoring for them.
- They are seeing a greater interest in biological research and students who want to go into cell/molecular research. They have been working on adding more elective classes and programs, such as a proposed new graduate program in Bio-Medical Health. This new program will come before the Board in the near future for approval.
- Many research projects are being conducted by faculty. There is collaboration with other faculty and engineers, not just individual projects.
- Dr. Bickford talked about the Environmental Science program. It has a 70% retention with high placement rates.
- They are reorganizing the tracks in the program to represent the strengths and needs of the region, including wildlife, fisheries, water, wetland, etc. They have strong agency support for this program and the development of a graduate program in Natural Resources, including the Klamath Tribes, USFW, USFS, and so on.
- They are also building a graduate program for environmental sciences.
- There are also many research projects in environmental sciences by faculty, including endangered bird species, bees, air quality, etc.
- **Trustee Bird** commented on the possible industry collaborations in the natural sciences field. Trustee Bird asked about the Klamath River restoration and dam removal and if any direct activities are related to that effort and Oregon Tech. Dr. Bickford advised he is developing a research project regarding that, and they want to actively pursue projects in this area.

5.2 Student Industry Presentation *DeArmond Fellow Trent LaMont*

- **Fellow LaMont** advised he is a DeArmond fellow. He joined the first cohort in 2019 and has been at OMIC every summer.
- He participated in many projects while at OMIC, creating many experiences and confidence.
- He began developing his senior project at OMIC. His senior project is additive manufacturing post-processing methods by investigating the potential effect of thermal post-processing on additively manufactured parts in collaboration with Oregon Tech.

- He advised that the benefits of his time with OMIC R&D include personal and professional opportunities to grow, experience in individual and team engineering projects, opportunities to interact with industry partners, learning what industry collaboration looks like, and working with driven individuals who inspired him to be improving continually.
- Dr. Foley asked Trent to share other activities that he is involved in at Oregon Tech. He said he works for resident housing, is a senior head resident, works at the radio station, and is on several committees at Oregon Tech.
- **Trustee Brown** asked what skills he gained from his experience at Oregon Tech. Trent advised the most valuable is flexibility, adapting, and not being afraid of change.
- Trustee Vitali shared how proud they are of Trent at OMIC and how much he has grown.
- **Dr. Fincher** asked what he wanted to do upon graduation. Trent LaMont said he wants to work at OMIC and do something valuable for the industry. **Director Campbell** said students like Trent are what makes them excited about what they do.

5.3 Portland Metro Growth Plan Update

- **President Naganathan** shared his presentation and showed the enrollment trends at the PM campus since Oregon Tech opened in Wilsonville. He shared tables regarding the enrollment for each program offered at Portland Metro and the impact of declining transfers.
- The short-term goal is to develop action steps for immediate implementation to stabilize enrollment at PM Campus, with at least a 2% growth in the fall of 2023. The long-term goal is to utilize campus facilities and resources better and become an urban portal for the industry's University.
- The approach will be to encourage new students and transfers, build on the EPO and admissions efforts in outreach and build appropriate campus services to respond to the needs of prospective and current students.
- Josephine Ness advised they are looking at a PM-specific communications plan, and everything she discussed earlier will apply to both campuses. The difficulty is identifying those students, especially first-year students, that want to attend Portland Metro only.
- **Chair Davis** said he would like to see a 30/90/180 day plan from the task force to show the approach to gaining more students at the Portland Metro Campus.

5.4 Board Development *Chair John Davis*

- **Chair Davis** advised there will be open positions on the Board, so discussions need to be started to recommend potential trustees. The Board should be aware that there are at least one, if not more, legislative proposals regarding changing the composition of boards of trustees. We need representation in the Klamath Falls region and the tribes, and proposed nominees should be submitted to Board Secretary Dr. Ken Fincher.

6. **Other Matters** – none

7. **Public Comment** – none

8. **Adjournment** (5:57 pm)

President's Report

Nagi G. Naganathan, Ph.D., ASME Fellow
President

Oregon Tech Board of Trustees

April 13, 2023

Oregon TECH
Oregon Institute of Technology

Oregon TECH

ASOIT

Board of Trustees

April 13, 2023

Events

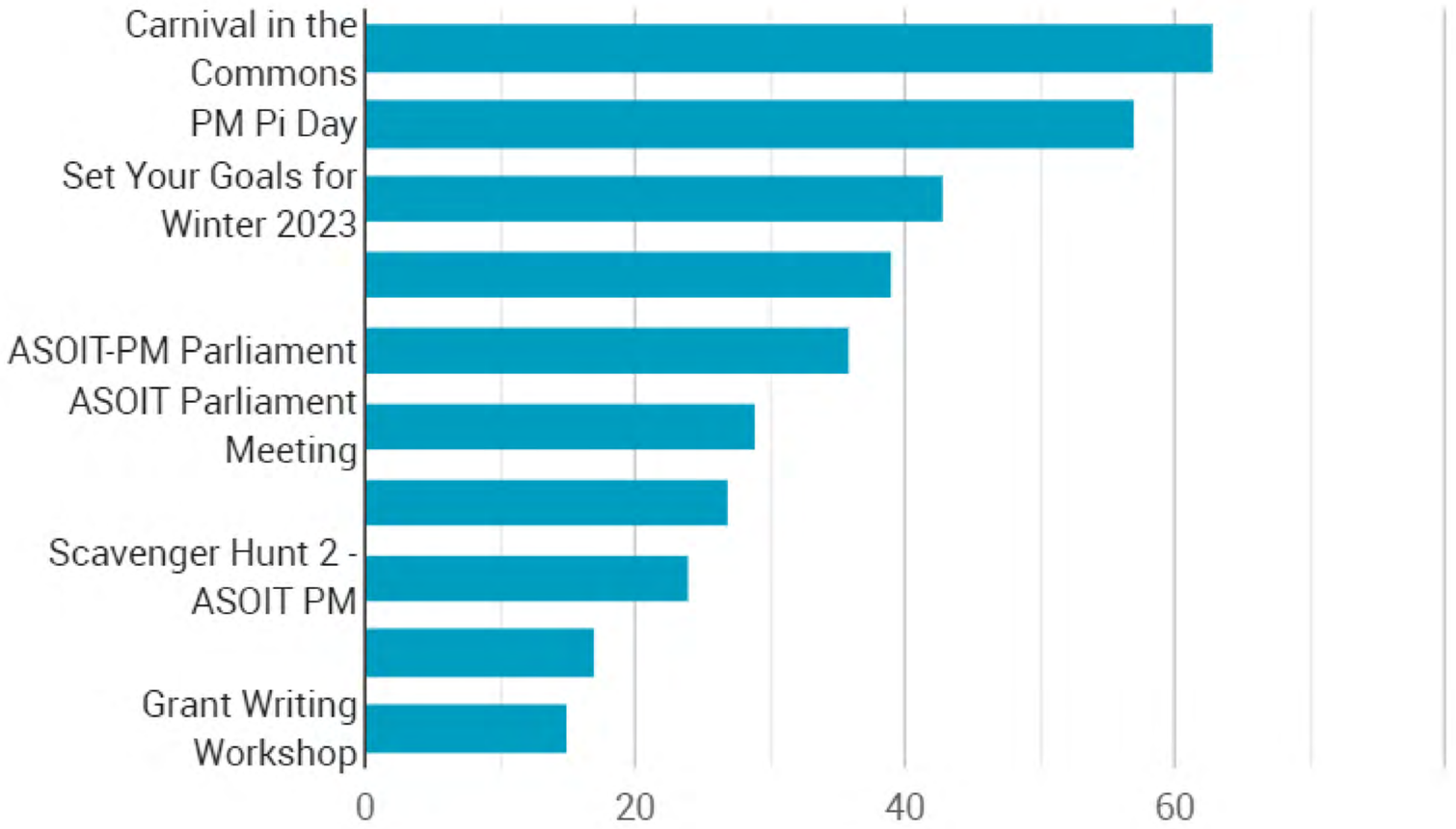
Shoutout to SIB

- Made weekly consistency possible
- Grew campus vibrancy

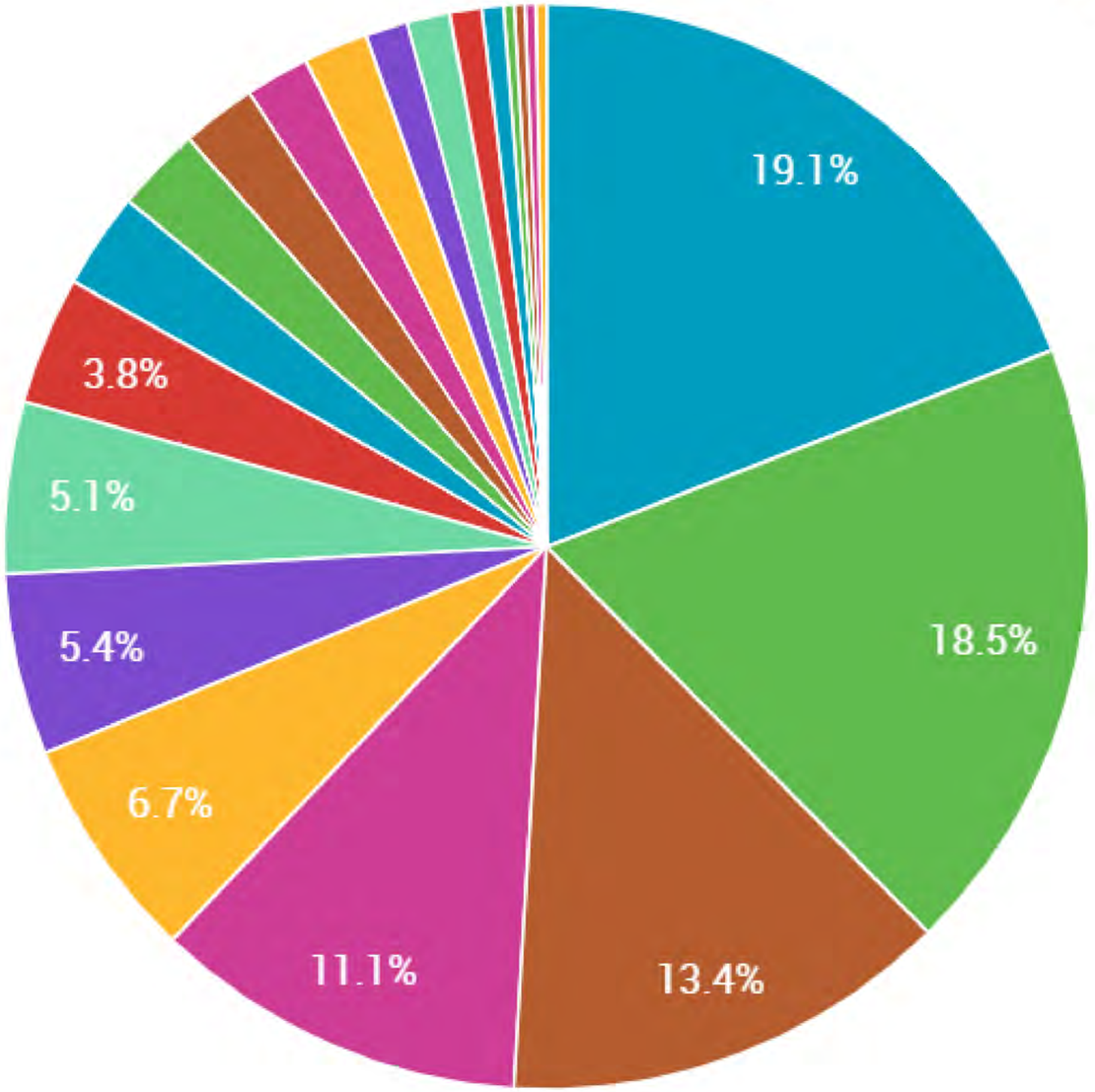
ASOIT Events

- Bite-size conversations
- Pi-Day
- Scavenger Hunt 2.0

Top Events


Carnival in the Commons
PM Pi Day
Set Your Goals for Winter 2023
ASOIT-PM Parliament
ASOIT Parliament Meeting
Scavenger Hunt 2 - ASOIT PM
Grant Writing Workshop
0
20
40
60

Attendance by Major



- Medical Laboratory Science (60)
- Renewable Energy Engineering (58)
- Mechanical Engineering (42)
- Software Engineering Tech (35)
- Pre-Medical Lab Sci Gen Study (21)
- Electrical Engineering (17)
- Mechanical Engineering Tech (16)
- Cybersecurity (12)
- Information Technology (9)
- Embedded Systems Eng Tech (8)
- Electronics Engineering Tech (7)
- Pre-Paramedic Gen Study (6)
- EMT - Paramedic (6)
- Dual Embed/Software Eng Tech (4)
- Manufacturing Engineering Tech (4)
- *General Studies (3)
- Emergency Medical Services Mgt (2)
- General Studies (1)
- Dual Renewable Energy/Elec Eng (1)
- Engineering (1)
- Technology and Management (1)

Summary of the Modality Survey

- Preference: In-person ranked highest, online ranked lowest
- Effective Learning Environment: In-person ranked highest, online ranked lowest
- Resources: Open source materials and recorded lectures
- Students prefer longer classes fewer times per week
- Time-slot Preference: 12-5pm ranked highest, 6-10pm ranked lowest

http://webadmin.oit.edu/sites/default/files/2023/documents/ASOIT-PM_Executive_Summary_Modality_Survey.pdf

Winter

TRC

Barriers for Students

- Time for understanding budget environment
- Alternatives to tuition increase

Potential Changes

- Introduce university budget in Fall
- Start with office of finance recommendation
- Make recommendation on sources of funding that could reduce tuition increase

Spring

Officer Hiring

Hiring

- Positions are on Handshake
- Recruiting on campus and virtually

Onboarding

- Attending Executive Meetings
- Transition Dinner

Spring

ASOIT Parliament

Bite-Size Conversation

DON'T MISS OUT ON THESE ACTIVITIES EVERY THURSDAY

3:00 PM – 4:30 PM

FOOD AND DRINKS AVAILABLE

Advocacy/Lobbing

SIB Event

THANK YOU.

4.1 ABA Clinic

4.2. NWCCU Accreditation

OFFICE OF THE PROVOST

Dr. Joanna Mott
3201 Campus Drive, Klamath Falls, OR 97601

Enrollment Report for the Board of Trustees, April 13, 2023

Spring Enrollment 2023 (as of 03/31/23) (Comparison with 2021, 2022)

Headcount (Based on Primary Campus) — Same Week Comparison — Spring 2022 vs. Spring 2023

	Spring 2021	Spring 2022	Spring 2023	Difference	% Change
On Campus (Klamath Falls)	**1,918**	**1,823**	**1,740**	**-83**	**-4.6%**
Online	**613**	**529**	**439**	**-90**	**-17.0%**
Onsite Total	**752**	**662**	**596**	**-66**	**-10.0%**
* Portland Metro	604	537	475	-62	-11.5%
* Seattle	65	48	50	2	4.2%
* Chemeketa	39	40	40	0	0.0%
* Joint Program	0	1	0	-1	-100.0%
* HST at OIT	44	36	31	-5	-13.9%
Sub-Total	**3,283**	**3,014**	**2,775**	**-239**	**-7.9%**
High School (ACP)	451	421	1,025	604	143.5%
Grand Total	3,734	3,435	3,800	365	10.6%

Credit Hours (Based on Course Campus) — Same Week Comparison — Spring 2022 vs. Spring 2023

	Spring 2021	Spring 2022	Spring 2023	Difference	% Change
On Campus (Klamath Falls)	**21,667**	**20,400**	**19,289**	**-1,111**	**-5.4%**
Online	**8,664**	**8,528**	**7,649**	**-879**	**-10.3%**
Onsite Total	**5,998**	**4,841**	**4,260**	**-581**	**-12.0%**
* Portland Metro	5,100	4,180	3,534	-646	-15.5%
* Seattle	378	243	320	77	31.7%
* Chemeketa	450	418	406	-12	-2.9%
* Joint Program	70	0	0	0	-
Sub-Total	**36,329**	**33,769**	**31,198**	**-2,571**	**-7.6%**
High School (ACP)	2,033	1,986	4,360	2,374	119.5%
Grand Total	38,362	35,755	35,558	-197	-0.6%

New Enrolled (Spring Applicants Only)	Same Day Comparison		Same Day Comparison	
	Spring 2022	Spring 2023	Difference	% Change
On Campus (Klamath Falls)	**21**	**14**	**-7**	**-33.3%**
* Freshmen	1	2	1	100.0%
* Transfer	18	9	-9	-50.0%
* Post-Bac	2	3	1	50.0%
* Graduate	0	0	0	-
Online	**34**	**26**	**-8**	**-23.5%**
Onsite Total	**21**	**9**	**-12**	**-57.1%**
* Portland Metro	20	8	-12	-60.0%
* Other	1	1	0	0.0%
Sub-Total	**76**	**49**	**-27**	**-35.5%**
High School (ACP & HST)	72	180	108	150.0%
Grand Total	148	229	81	54.7%

Fall 2023 Preliminary enrollment data (as of 04/03/23). Comparison with same date last year.

Housing: 504 compared with 516 for same date fall 2022

FRESHMEN

Klamath Falls and Portland Metro

	completed apps	admits	deposits	yield
FA 23	4820	4395	316	7.2%
FA 22	4696	4059	370	9.1%
FA 21	4648	3948	366	9.3%
Change 23/22	2.6%	8.3%	-14.6%	

Admits by Campus

	Fall 2021	Fall 2022	Fall 2023	Change
KF	3758	3905	4260	9.1%
PM	186	153	133	-13.1%

Admits by Residency

	Fall 2021	Fall 2022	Fall 2023	Change
WUE	2382	2419	2746	KF 9.8%, PM -13%
Resident	1031	1153	1065	KF -5.8%, PM-12%
Non resident	372	303	489	KF 62.5%, PM 0%
International	5	5	15	KF 160%, PM 0%
Other *	13	14	12	KF only

*nonresident reciprocity - processed in spring - Siskiyou, College of Redwoods, Shasta; uition equity

TRANSFERS

Klamath Falls and Portland Metro

	Completed Apps	Admits	Deposits	Yield
FA 23	385	308	120	39%
FA 22	420	368	135	36.7%
FA 21	531	488	186	38.1%
Change 2023/2022	-8.3%	-16.3%	-11.1%	

Admits by Campus

	Fall 2021	Fall 2022	Fall 2023	Change
KF	346	257	218	-15.2%
PM	142	111	90	-18.9%

Admits by Residency

	Fall 2021	Fall 2022	Fall 2023	Change
WUE	41	39	25	KF -35.9%
Resident	218	176	139	KF -21.2%
Non resident	59	30	45	KF 50%
International	5	2	3	KF 50%
Other *	23	11	7	

*nonresident reciprocity - processed in spring - Siskiyou, College of Redwoods, Shasta; tuition equity

Admissions Initiatives
Josephine Ness, Director of Admissions

1. To address decline in deposits: Deposit IQ & targeted outreach by Admissions Counselors
2. Transfer ad campaign
3. Regional Admissions Counselors
4. Carnegie statistical modeling on likelihood to apply, enroll, & retain
5. Niche DA
6. "let's talk about college" communications campaign for freshman, sophomores, and juniors to help them through their college search.

ACTION ITEM

F&F Agenda Item No. 4.1
BOT Agenda Item 6.1
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 orany 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 Januaryand 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-ffs, 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 Rate/SCH	AY 2023-24 Rate/SCH	Net % 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 Rate/Term	AY 2023-24 Rate/Term	Net % 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 Rate/Term	AY 2023-24 Rate/Term	% Change
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
Addendum Differential Major List
Attachment G- TRC Student Letter of Dissent

ATTACHMENT A

Oregon TECH
Oregon Institute of Technology
OFFICE OF THE PRESIDENT
Nagi G. Naganathan, Ph.D.

To: Oregon Tech Board of Trustees

From: President Nagi 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 Rate/SCH	AY 2023-24 Rate/SCH	Net % Change
Undergraduate	Resident	$222.27	$233.16	4.9%
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(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.

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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

ATTACHMENT B

TUITION RECOMMENDATION COMMITTEE STAFF REPORT

Oregon TECH

Oregon Institute of Technology

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 is 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 determing quarum			
[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 Rate/SCH	AY 2023-24 Rate/SCH	Net % Change
Undergraduate	Resident	$222.27	$233.38	5.0%
	WUE	$333.41	$350.07	5.0%
	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 Rate/Term	AY 2023-24 Rate/Term	Net % 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 Rate/Term	AY 2023-24 Rate/Term	% Change
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.

Attachment C

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 predated 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	Billy Kimmel	Josh Wray
ASOIT President, KF	ASOIT President, PM	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

Attachment D- KF

Oregon TECH
Oregon Institute of Technology

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		
IFC Funding Areas	$ Budgeted	% of Total	$ Budgeted	$ Inc./ (Dec.)	New Allocation %[1]
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.

Attachment D- PM

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 Data[1] :

	2022-2023 Allocation		2023-2024 Recommended		
IFC Funding Areas	**$ 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.

Associated Students of Oregon Institute of Technology, Portland-Metro
27500 SW Parkway Ave, Wilsonville, OR 97070
PM-ASOIT@groups.oit.edu

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	**Program specific differential tuition rates.*
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*	
Mechanical Engineering – BS*	**Boeing location programs have a different differential rate.*
Mech Eng/MFG Eng Tech - BS	

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

We'll get you there.

CPAs | CONSULTANTS | WEALTH ADVISORS

Oregon Institute of Technology

Fiscal Year 2022 Single Audit Results

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Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

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”

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Major Program

Higher Education Emergency Relief Fund -

$10.564 million

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Results of the Single Audit

Government Auditing Standards Report over Financial Reporting

- Findings: None

Results of the Single Audit

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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.

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Other Communications

Management and staff were very cooperative and helpful

Timing of subsequent year single audits should be back to normal

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Appendix

Fiscal Year 2023 Planning Communications

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Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

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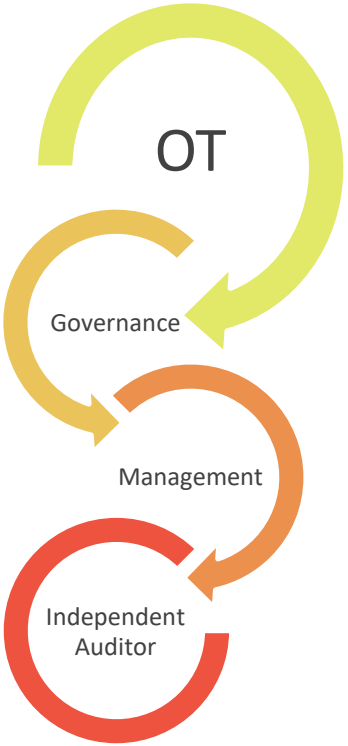
Scope of the Engagements

Responsibilities Under GAAS



Responsibilities of Parties Involved	
Governance	Strategic Direction
	Accountability and Oversight
	Risk input
Management	Internal Controls
	Accounting Policies
	Management Decisions
	Fair Presentation of Financial Statements
	Programs to Prevent and Detect Fraud
Independent Auditor	Opinion on Fair Presentation of Financial Statements
	Audit in Accordance with GAAS and GAGAS
	Reasonable, not Absolute Assurance
	Understanding of Internal Controls
	Risk Based Audit Approach

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Audit Approach

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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

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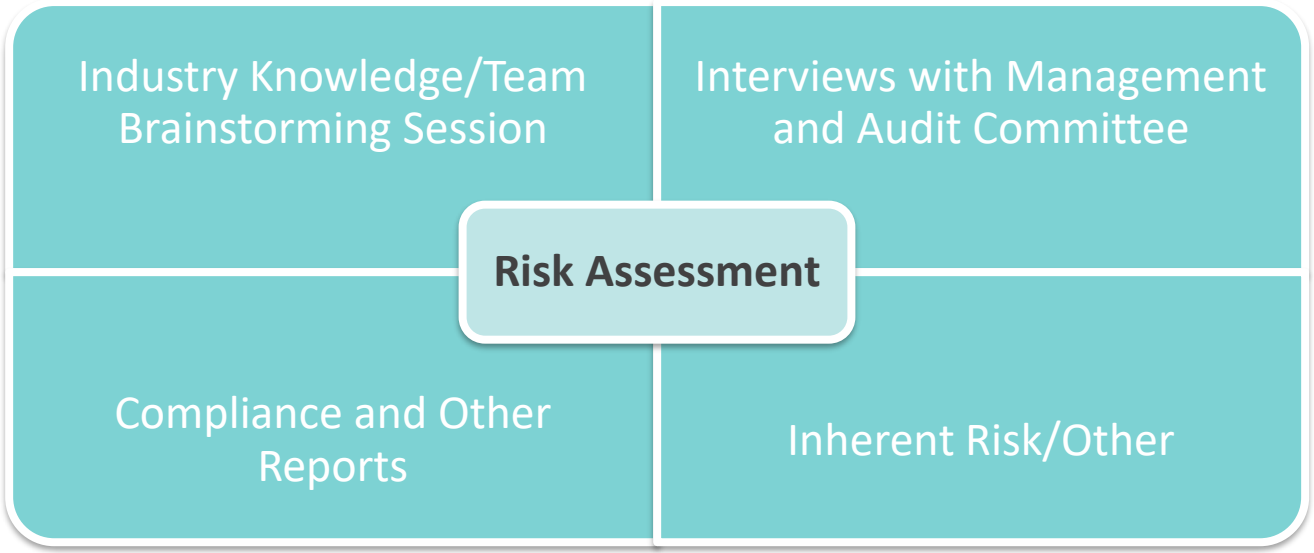
Risk Assessment



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Risk Assessment – Your Input

Any significant concerns?		
Known pressures?		
Fraud?		
Known risks?	Significant Risks: Management override of controls	
Please contact CLA		

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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

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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

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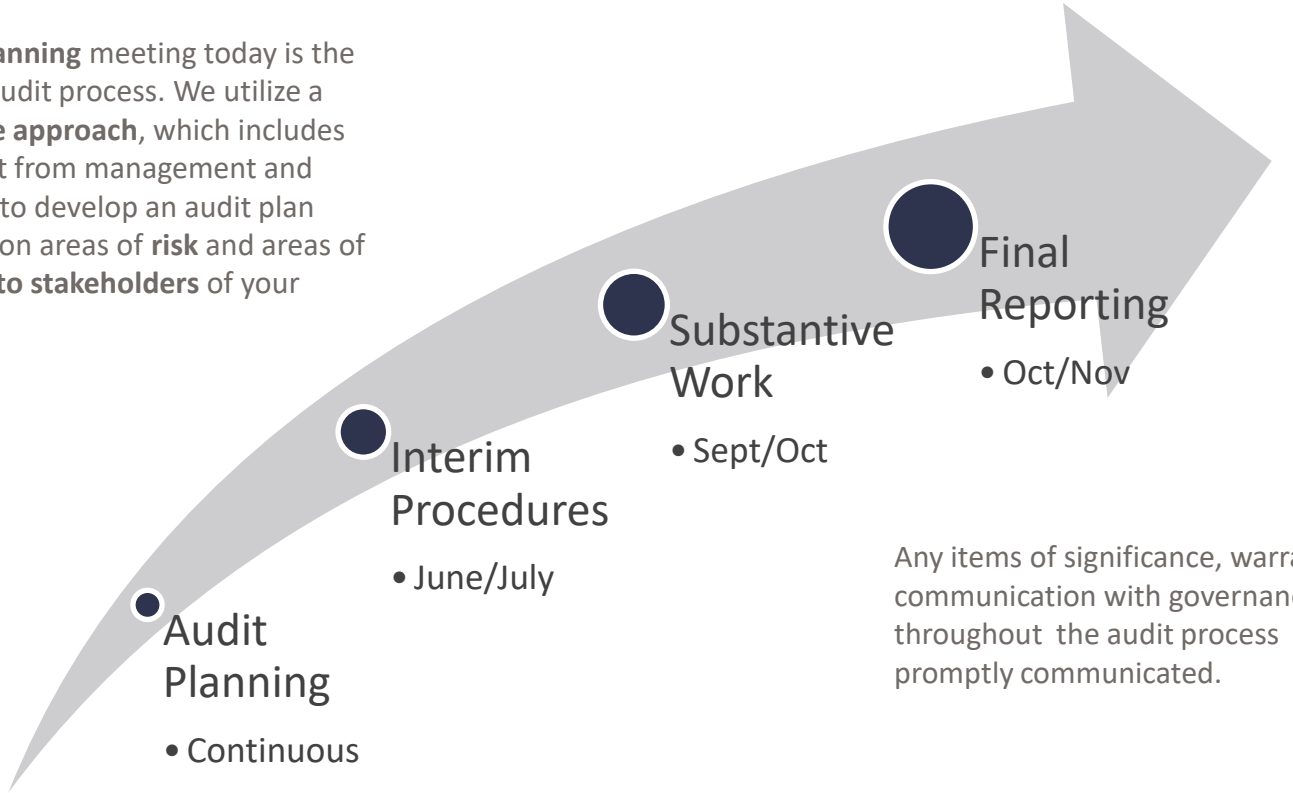
Timeline

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.

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Questions?

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