

POSITION	TERM	NAME	DEPARTMENT/DIVISION
Chair- Vice President	2024-25	John Harman	Finance and Administration
Assoc. Vice President	2024-25	Mandi Clark	Student Affairs
Assoc. VP/Controller	2024-25	Alicia Dillon	Finance and Administration
Interim Provost	2024-25	Hesha El-Rewini	Academic Affairs
Assoc. Vice Provost	2024-25	Greg Stringer	Strategic Enrollment Mgmt (SEM)
Coordinator	2024-25	Kendal Marks	Registrar/Financial Aid
Assoc. Director	2024-25	Anna Clark	Budget Office
FOAC Chair & Assistant Professor	2024-27	Don DaSaro	Business Management
General Education Program Director	2024-27	Ryan Madden	Humanities/Social Services
Klamath Falls ASOIT President	2024-25	Uriel Aguilar Torres	Student Government
Portland-Metro ASOIT Representative	2024-25	Bryce Wilson	Student Government
Klamath Falls Student	2024-25	Julia Ketcham	Student
Klamath Falls Student	2024-25	Ronny Ryno	Student
Klamath Falls Student	2024-25	Keora O’Meara	Student
Portland Metro Student	2024-25	Jessica Armenta	Student
Administrative Support	2024-25	Helen Drewel	Finance and Administration

Minutes

Committee Members In Attendance: John Harman, Anna Clark, Hesham El-Rewini, John Harman, Don DaSaro, Ronny Ryno, Uriel Aguilar Torres, Bryce Wilson, Kendal Marks, Jessica Armenta, Alicia Dillon, Ken Fincher

Additional Attendees: Helen Drewel, Ken Fincher, and several non-committee students & staff

Meeting called to order at 4:00pm.

1. **Welcome** - Chair Harman welcomed all attendees and opened the meeting.
2. **University Fund Types** – Anna Clark provided an overview of Oregon Tech’s various fund types.
 - a. Fund Types typically cannot be mixed
 - b. For purposes of the TRC, we will focus on general funds
3. **FY 2024-25 Board Adopted Budget** – Anna Clark reviewed the Board Adopted Budget, highlighting major revenue sources and key expenses.
 - a. FY24 included a request for \$3 million in reserves; the prior year’s request was \$2.5 million.
4. **FY 2024-25 Management Summary Report**– Anna Clark provided an overview of the FY 2024-25 December Management Summary Report.
 - a. Enrollment exceeded projections by 1.3%.
 - b. Other revenue, including indirect cost recovery and interest earnings, rose by \$800K.
 - c. Expenses remained slightly under budget, and projections suggest the fiscal year may break even.
5. **Major Components of the FY 2024-25 E&G Budget**- Chair Harman reviewed the major components of the E&G budget, noting that revenue is primarily from state appropriations and tuition, while expenses

are mainly for staff, faculty, and operational costs.

- a. Retirement plans have varying costs

6. **Public University Support Fund (PUSF)** - Chair Harman reviewed the PUSF noting that the model includes mission support, activities funding tied to SCH and outcomes funding driven by number of graduates.
 - a. Uriel Aguilar Torres asked if the state provides a certain amount of money for each student who graduates. VP Harman explained that funding is based on graduation rates, blended over 3 years and can vary depending on the degree program because some are weighted.
7. **State Appropriations - Historical Lookback**- Chair Harman reviewed the state appropriations trend in recent years noting that the portion for student responsibility statewide has increased significantly over the last decade as state funding is not keeping up with increasing costs. VP Harman noted that the literature indicates that Oregon is 45th in the nation when it comes to state funding per student.
8. **Tuition Historical Lookback** – Chair Harman reviewed the historical state appropriations to public universities.
9. **PERS – Historical Lookback and Projection** – Chair Harman reviewed historical PERS data.
10. **Oregon Tech Employee Health Insurance Expense Historical Lookback** - Chair Harman reviewed the annual employee health insurance premium averages, noting that this data is based on the plans that employees select and the actuary reports for determining premiums.
11. **General Fund Balance - Chair** Harman reviewed the year end fund balance as a percent of the annual operating revenue.
 - a. The general fund balance is required to be between 10-15% of annual revenue per the Board policy.
 - b. The ideal and best practice fund balance should be approximately 5 months of cash, but that is increasingly difficult for universities to maintain.

Meeting adjourned at 4:36pm