
**Finance and Facilities Committee
also Sitting as the Audit Committee
MINUTES**

Trustees Present:

Vince Jones, Chair
Jessica Gomez

Nagi Naganathan, President
(in person)
Grace Rusth

Mike Starr (in person)
Paul Stewart

Other Trustees present:

Rose McClure (in person)
Dana Londen

University Faculty and Staff Present:

Brian Fox, VP Finance and Administration
Erin Foley, VP Student Affairs and Dean of Students
David Groff, General Counsel
Scotty Hayes, Information Technology Consultant
Joanna Mott, Provost
Adria Paschal, Senior Executive Assistant to the President

1. Call to Order/Roll/Declaration of a Quorum

Chair Jones called the meeting to order at 9:04am. The Board Secretary called roll and a quorum was declared.

2. Consent Agenda

2.1 Approve Minutes of the January 23, 2020 Meeting

With no amendments proposed, the minutes for the January 23, 2020 meeting stand as published.

3. Reports - none

4. Action Items

4.1 Recommendation to the Board to Approve an Adjusted 2019-20 Academic Year Spring Term Fee Structure

VP Brian Fox reviewed the written agenda report explaining the rationale for adjusting spring term fees for on-campus students who are now taking on-line courses as a result of the Governor’s executive order prohibiting in-person teaching for post-secondary education institutions. He reviewed the collaborative process used to arrive at the fees, including working with ASOIT students and creating guidelines to assist the decision making process. **Trustee Starr** suggested a succinct communication be sent to the university constituency explaining the fee breakdown; **VP Fox** will work with **VP Foley** on such a communication.

Trustee Starr moved to recommend the board authorize staff to:

- 1) **Eliminate all currently approved mandatory fees for Spring Term 2020, including the Building Fee, Incidental Fee, Health Services Fee and Student Rec Fee as well as course fees which have been previously approved administratively during Spring Term 2020.**
- 2) **Replace previously approved mandatory fees with a discounted total in order to reduce the overall cost to students and simplify the fee structure.**
- 3) **For those students enrolling in classes offered remotely from the Klamath Falls campus, an “Adjusted Spring Fee – Klamath Falls” be enacted at a rate of \$573 for all students enrolled in six (6) credit hours or greater and at \$344 for all students enrolled in five (5) or fewer credits during Spring Term 2020. For those students enrolling in classes offered remotely from the Portland-Metro campus, an “Adjusted Spring Fee – Portland-Metro” be enacted at a rate of \$115.00 for all students enrolled in six (6) credit hours or greater and at \$69.00 for all students enrolled in five (5) or fewer credits during Spring Term 2020.**

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

4.2 Recommendation to the Board to Approve the 2020-2021 Academic Year Tuition and Fees

VP Brian Fox reviewed a PowerPoint presentation providing an overview of the process that began in January and involved multiple stakeholder groups, the context of the budget, tuition scenarios considered, student feedback, and recommendations from ASOIT and the President. He noted the proposed tuition and fee rates do not meet the threshold to require HECC review. He outlined the Tuition Recommendation Committee’s purpose and membership, guidelines to assist with decision making, competitor tuition rates, and historical tuition rates. The process took place approximately over four months and involved many meetings on both campuses. He noted that the Boeing tuition was not increased during this cycle but was increased last year.

Trustee Rusth moved to recommend the board approve the following changes to tuition and mandatory fee rates for the 2020-2021 Academic Year:

1. **Tuition rates be established as follows:**
 - a. **undergraduate resident and non-resident tuition rates be increased by 5.0% from the 2019-20 academic year rates for the 2020-21 academic year;**
 - b. **undergraduate and graduate Engineering Technology and Health Program differential tuition be increased from 30% premium to 35% premium above base tuition for the 2020-21 academic year;**

- c. graduate resident and non-resident tuition rates be increased by 5.0% from the 2019-20 academic year rates for the 2020-21 academic year;
 - d. resident Medical Lab Sciences programs be set at the Health Program differential tuition rate, and non-resident Medical Lab Science program tuition be set at an 80% premium to resident students in accordance with current practice;
 - e. resident and non-resident Paramedic Program and Chemeketa Dental Hygiene program tuition be increased by 5.0% from the 2019-20 academic year rates for the 2020-21 academic year;
 - f. graduate distance education tuition be increased by 5% from the 2019-20 academic year rates for the 2020-21 academic year;
 - g. summer tuition rates be adjusted in accordance with the regular academic year rates;
 - h. Staff rates will be increased at the same proportion as undergraduate resident and non-resident tuition rates;
 - i. where applicable, proration, discounts, and options be maintained from the 2019-20 academic year for the 2020-21 academic year;
 - j. tuition levels outlined in this motion are detailed in appended tuition tables which are controlling.
2. Mandatory enrollment fee rates be established as follows:
- a. the Klamath Falls Incidental Fee increase from \$367 to \$399.50 per term as recommended by ASOIT, and for students enrolled in one to five credits a prorated amount be charged as follows: for the first credit enrolled, a student will be charged \$224.50, and an additional \$35 for every additional credit enrolled until a student reaches six credits;
 - b. the Klamath Falls Summer Incidental Fees remain at \$70 as recommended by ASOIT;
 - c. the Klamath Falls Health Service Fee be increased to \$172 per term;
 - d. the Portland-Metro Incidental Fee remain at \$50 per term as recommended by ASOIT;
 - e. the Portland-Metro Summer Incidental Fees remain at \$50 per term as recommended by ASOIT;
 - f. the Wilsonville Health Service Fee increase from \$40 to \$43 per term as recommended by ASOIT; and
 - g. the Building Fees remain at \$45 per term during the academic year for students enrolling in less than twelve credits the building fee will be prorated, beginning at \$23 dollars and increasing by \$2.00 each credit hour, and \$34 per term during the summer term, and remain constant regardless of the number of credits enrolled.
 - h. Mandatory enrollment fee levels outlined in this motion are detailed in appended tuition tables which are controlling.

The President or designee is delegated such authority as is available under policy and law to make minor and technical adjustments to these proposed rates as needed to correct round-offs, errors, inconsistencies, or omissions, and execute the Board's directives.

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

5. Discussion Items - none

6. Other Business/New Business

President Naganathan stated the approval of the tuition and fee rates will give staff more certainty when putting together the budget for the Board's review at the next meeting.

7. Adjournment

Meeting was adjourned at 9:56am.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sandra Fox', with a stylized flourish at the end.

Sandra Fox
Board Secretary