

## **Executive Committee Agenda**

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1. Call to Order/Roll/Declaration of a Quorum (11:45am)	
2. Consent	
2.1 <a href="#">Approve Minutes of April 27, 2017 Special Meeting</a>	1
3. Action Items - none	
4. Discussion Items (11:50am)	
4.1 Verbal Update on the HECC Evaluation (10 min) <i>Interim Provost/Dean Maupin</i>	
4.2 Review of Board Agenda (5 min) <i>Chair Graham</i>	
5. Other Business/New Business (12:05pm) <i>Chair Graham</i>	
6. Adjournment (12:15pm)	

**LUNCH PROVIDED**  
**12:15pm-1:00pm**



**Special Meeting of the  
Oregon Tech Board of Trustees  
Executive Committee  
Teleconference and Skype  
Sunset Room, Klamath Falls Campus  
Room 402, Wilsonville Campus  
April 27, 2017  
11:00am - 12:30pm**

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**DRAFT MINUTES**

**Trustees Present:**

Chair Graham (phone)	Jeremy Brown	Fred Ziari (phone)
Vice Chair Sliwa (phone)	Dan Peterson	Nagi Naganathan, Pres.

**Other Trustees Present:**

Nicole Galster	Bill Goloski (Wilsonville)	Vince Jones (phone)
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**University Staff and Faculty Present:**

Erin Foley, VP Student Affairs/Dean of Students  
Brian Fox, VP Finance and Administration  
Lori Harris, Senior Fiscal Manager  
Jim Jones, CIO/AVP ITS  
Laura McKinney, VP Wilsonville (Wilsonville)  
Michelle Meyer, Director of Business Affairs Office  
Steve Neiheisel, VP of Strategic Enrollment Management  
Di Saunders, AVP of Marketing and Public Relations (Wilsonville)  
Farooq Sultan, Institutional Research Analyst (phone)  
Terri Torres, FOAC Chair, Associate Mathematics Professor, and Tuition Recommendation Committee member  
Ashley Van Essen, Public Information Representative  
Erika Veth, Dean of Distance Education

**Others Present:**

Lyle Ahrens, KOTI Television Reporter  
Peggy Hawkins, ASOIT-W Communications Officer and Tuition Recommendation Committee member  
Christy Lynn, KLAD Radio News Director  
Zachary Pascual, ASOIT-KF President and Tuition Recommendation Committee member

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

**Chair Graham called the meeting to order at 11:01am. The Secretary called roll and a quorum was declared.**

## 2. Consent

### 2.1 Approve Minutes of February 23, 2017 Meeting

Trustee Peterson moved to approve the consent agenda. Trustee Sliwa seconded the motion. With all Trustees of the Executive Committee present voting aye, the motion passed unanimously.

## 3. Action Items

### 3.1 Recommendation to the Full Board to Approve 2017-18 Tuition and Fees

**President Naganathan** thanked the members of the Tuition Recommendation Committee and acknowledged that consideration of any increase in tuition rates is difficult and not to be taken lightly. **VPFA Fox** walked through the PowerPoint presentation in the agenda report, addressing the tuition recommendation process, principles the committee adopted, actions to be taken including a presentation to the HECC subcommittee and full HECC, revenue sources and expense categories, various state funding scenarios, and proposed fee and tuition increases. Trustee Brown joined the call at 11:15am. **Trustee Brown** suggested including the percentage of the budget not tied to salaries and benefits. **VPFA Fox** explained the supplies and services portion of the budget is lean and over the last decade resident enrollment increased almost 50%, the faculty level increased roughly 25%, and the number of administration and executive employees stayed flat. **Chair Graham** requested to see the trends of where funds are expended (faculty and staff positions) in relation to enrollment numbers.

**Terri Torres** stated faculty's interest was in maintaining small class sizes and investing in campus, technology and athletics. She emphasized that the tuition recommendation is based on an assumption of a 3% increase in student population. **Zachary Pascual** stated faculty, staff and students worked cohesively this year and more students attended the forums than in the past. **Peggy Hawkins** stated that the tuition setting process was an education.

**Trustee Peterson** moved to recommend the Board approve 2017-18 tuition and fee changes as proposed by staff and outlined below, and authorize the President or designee to make minor adjustments to the proposed rates as needed to correct errors or inconsistencies and execute the Board's directives.

#### 1. Tuition and fees:

- a. undergraduate resident and non-resident tuition rates be increased by 8% from the 2016-17 academic year rates for the 2017-18 Academic year;
- b. graduate resident and non-resident tuition rates be increased by 6% from the 2016-17 Academic year rates for the 2017-18 Academic year;
- c. undergraduate and graduate Engineering Technology and Health Program differential tuition be increased from 15% premium to 20% premium above base tuition for the 2017-18 academic year;
- d. resident and non-resident Clinical Lab Sciences and Paramedic Program tuition be increased by 6% from the 2016-17 Academic year rates for the 2017-18 Academic year;
- e. resident and non-resident Chemeketa Dental Hygiene tuition be increased by 8% from the 2016-17 Academic year rates for the 2017-18 Academic year;
- f. summer fee rates be adjusted in accordance with the regular academic year rates; and

- g. where applicable proration's, discounts and options be maintained from the 2016-17 academic year for the 2017-18 academic year.
- 2. Undergraduate resident and non-resident tuition rate increases, as established in recommendation 1(a), be reduced by one percent for every \$20 million dollars of incremental investment in the Public University Support Fund (PUSF) approved by the Legislature beyond the Governor's Recommended Budget of \$667.3 million dollars.
- 3. Mandatory fee rates:
  - a. the Klamath Falls Incidental Fee increase from \$325 to \$345 per term as recommended by ASOIT, and for students enrolled in less than six credits at \$182.50;
  - b. the Klamath Falls Summer Incidental Fees remain at \$70 as recommended by ASOIT;
  - c. the Klamath Falls Health Service Fee remain at \$150 per term;
  - d. the Wilsonville Incidental Fee decrease from \$64 to \$50 per term as recommended by ASOIT;
  - e. the Wilsonville Summer Incidental Fees decrease from \$64 to \$50 per term as recommended by ASOIT;
  - f. the Wilsonville Health Service Fee increase from \$30 to \$38 per term as recommended by ASOIT; and
  - g. the Building Fees remain at \$45 per term during the academic year and \$34 per term during the summer term and remain constant regardless of the number of credits enrolled.

Vice Chair Sliwa seconded the motion.

VP/Dean Foley explained the differences in fees at the various campuses. **Trustee Ziari** stated that the goal is to increase revenue sources and decrease reliance on the state and the need to increase tuition. **President Naganathan** stated the campuses will work together to look at revenue mechanisms to elevate the revenue base of the university and they will consider net revenue. **Trustee Brown** stated that a long-term plan is necessary to insure healthy reserves and fund balance. **Vice Chair Sliwa** asked staff to be conscientious of how tuition increases are communicated to various external stakeholders. He believes tuition and price should be set by the market rather than being a supply and demand issue. **He requested staff look at market forces to set tuition.** **Trustee Galster** appreciated that the funds generated by the increase in tuition will increase the quality of education students receive. **Trustee Jones** encouraged staff to be prepared to meet the Governor's request for clear and significant evidence that the university gave serious consideration of tuition rates less than 5%. He would like staff to look into decreasing costs and increasing efficiencies. **Trustee Goloski** appreciated the amount of information presented and considered, allowing an informed decision to be made.

**With all Executive Committee members present voting aye, the motion passed unanimously.**

#### 4. Adjournment

Chair Graham adjourned the meeting at 12:31pm.