

## Drake University Senate Budget Committee

DATE: October 25, 2013  
TO: Senate Budget Committee: Klaus Bartschat, Andrea Charlow, Renee Cramer, Debra De Laet, Wade Leuwerke, Deborah Newsom (ex officio), Keith Summerville  
FROM: John Rozycki, chairperson  
SUBJECT: Minutes of meeting of October 11, 2013, 11:00 a.m.

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Attending: Klaus Bartschat, Andrea Charlow, Wade Leuwerke, and John Rozycki. (The meeting was originally scheduled for September 27, 2013, but had to be rescheduled owing to conflicts.) A very brief meeting was held.

### **Need for historical data**

The SBC is charged with ensuring that academic concerns are the central focus in Drake University's strategic planning. As such, the SBC reiterated its need to examine past financial data, *excluding* salaries.

### **Input into a five-year budget**

The SBC reiterated the need for the University to create a five-year cash budget. The SBC's charge would be better accomplished by providing input to a *long-term* budget. Given the time needed to make material changes in planning and implementation, the Committee needs to be part of the budgeting process long before the budget is in its final stages.

### **Issue of confidentiality**

In order for the SBC to provide meaningful input into the budget, it needs to be able to keep some discussions confidential. The Committee needs to clarify expectations regarding the confidentiality of certain discussions or data.

### **Action items (reiterated from meeting of September 20, 2013)**

Provide SBC members with a copy of the University's Financial statements when they are available.	Deborah Newsom
Provide SBC members with a copy of the 2013-14 Operating Budget.	Deborah Newsom
Prepare a list of items (or assumptions) that are needed to create an effective long-term budget.	Deborah Newsom
Consider how the SBC can aid in the motivation and development of a long-term budget.	Everyone

### **Next meeting**

The next meeting will be held on Friday, October 25, 2013 at 11:00 a.m.