I. **Call to Order** – The meeting was called to order at 2:35 pm.

II. **Approval of Notes & Minutes** – The July 23rd minutes were approved but the September 17th open meeting notes will be resent with changes.

III. **Treasurer’s Finance Report** – Nothing has changed since the September 17th meeting. The savings has a balance of $601.50 and the checking has a balance of $2204.33.

IV. **Classified Survey** – The suggested changes were made to the classified survey. The survey for classified staff has 27 questions, while the supervisor survey has 16 questions.

V. **Adopt-a-Family** – The Senate discussed possible fundraisers to support Adopt-a-Family. Some of the fundraisers discussed include, selling nachos at various campus events, having a car wash—which includes possible Wal-Mart matching funds. Since Adopt-a-Family donations are accepted on an ongoing basis, the Senate is looking into ways to publicize this.

VI. **Classified Hiring Prioritization** – In preparation for the possible hiring of Classified staff, the Senate is looking into updating the current criteria for prioritizing the hiring of classified positions.

VII. **Classified Scholarship** – The Senate is looking into changing the name of the Classified Scholarship. The name can be misleading, because it seems to imply that the scholarship is for Classified staff.

VIII. **Classified Senate Account** – Other possible sources of funding for the Classified Senate was discussed. Some Classified senates from other schools get funding from the college.
IX. Executive support/Membership – The Senate needs much more support in order to effectively attend committee meetings and raise funds for Adopt-a-Family and other

X. Round Table

A. MPAROC Update – The Senate was given an update about recent MPAROC meetings.

B. Outlook Webinars/Classified Staff Development activities – Many Classified have voiced an interest in having Microsoft office classes. The classified survey seeks to answer the question about when the best time to have a class would be.

C. New Employee Orientation – There is a committee that meets to implement a new employee orientation. The roles that the Classified Senate will play in this process are still in discussion.

XI. Adjournment – The meeting was adjourned at 3:41pm.