Terry Coltrain called meeting to order. Present were: Linda Black, Pam Chamberlin, Terry Coltrain, Connie Dietz, Lori Evans, Sally Fiscus, Donna Hawley, Janet Jensen, Connie Landreth, Grady Landrum, Becky North, Susan Norton, Jim Pearce, Melissa Ward and Kevin Crabtree

1. Motion to approve minutes was made and carried.
2. KBOR recap – Terry read a thank you note from Jill Docking. Everyone thought the meeting went well and members of the BOR seemed genuinely interested in what we had to say. Terry made mention that UPs are not represented in Topeka. Has had conversations with KU counterpart and they may talk to other regents institutions about representation.
3. Grievance Committee – Patricia Phillips has agreed to serve on the grievance committee pool so we now have a full committee. Motion & 2nd was made to approve committee – motion passed. A decision will need to be made as to what members will serve for one year and which ones will serve a two year term.
4. Constituent head meeting – current budget reductions are at 12% and are facing a possible 3% next year. Discussion evolved about the vacancies and inability to fill these positions. Terry talked about the reshaping suggestions that have been received by the Faculty Senate Budget committee and there is nothing of any substance to report. They have been having each college dean report on their reshaping plans and have one dean left to present.
5. Terry was invited to attend the time capsule ceremony and was asked to make a short speech. UPS provided a laminated card in the time capsule with all of our names on the back side. Many other items were paper and will probably not last.
6. Service committee – Stuff the Bus materials have been received and will be distributed across campus soon. Pick up date is December 4th at 9:45 am. Members asked if we can receive the flyer electronically for mass distribution.
7. Professional Development – Larry presented two sessions on “The Dark Side of the Internet”. October 16th there were 23 people in attendance and only 7 on October 30th.
   a. Need to look at better method of advertising as there is limited space available on the WSU Today.
   b. Look at postcards as a better method of reaching more people.
   c. Janet and Lori will look at possibility of using one of the professional development series for a TAN (The Advising Network) presentation.
   d. Can we obtain an e-mail distribution list of all Unclassified Professionals?
8. New business –
   a. Shelly Rich is looking for a UP to sit on employee wellness program committee. Janet volunteered and Lori will also help if needed
   b. Nominations for President-elect
      i. Sally Fiscus nominated Connie Dietz
      ii. Linda Black nominated Grady Landrum
      iii. Terry Coltrain thinks Larry Britton would also be good candidate
      iv. Terry will speak to all three nominees and bring back a recommendation to senate members

Meeting adjourned

Respectfully submitted by Lori Evans