

**Kansas State University Faculty Senate  
Professional Staff Affairs**

**Agenda**

**March 5<sup>th</sup>, 2024, 3:30 – 4:45 pm**

Business Building 3046

or Zoom link:

<https://ksu.zoom.us/j/91721758009>

1. Call to Order:
2. Approval of Feb. 20th, 2024, minutes.
3. New/Ongoing Business:
  - a. Steering committee meeting update from Renee?
  - b. Concur implementation
    - i. Any feedback so far?
      1. For more information, visit the [Concur Travel and Expense Management website](#).
  - c. The Time & Leave System will launch in April.
    - i. You can follow progress on this initiative on the [Administration and Finance strategic initiatives time and leave the webpage](#).
  - d. Staff Senate vs. PSA & USS Senate.
    - i. How do we structure best for the future as a whole?
    - ii. Joint meeting with faculty affairs—No update yet. Hoping for March 5<sup>th</sup>.
4. Other Business
  - a. Staff Spotlight-Linda C. Do we have someone who would like to serve on the selection committee?
  - b. SGA Report - Jake Brown
  - c. USS Report – Kimm Dennis
  - d. Term Staff Report – Tandy Rundus
  - e. Salary and Fringe Benefits Committee Report – Linda Craghead
  - f. With the end of the FY looming please consider serving PSA as a Co-Chair, Secretary or representative on Salary and Fringe Benefits for FY25.
5. Adjourn

\*General info on positions and responsibilities on next page

General Info:

PSA Roles and responsibilities document

<https://ksuemailprod.sharepoint.com/:w:/r/sites/ProfessionalStaffAffairs/Shared%20Documents/General/PSA%20Committee%20Roles.docx?d=w7e23beb747ca4411b0d0ccf0f0350445&csf=1&web=1&e=OCuExF>