

DRAFT  
**Kansas State University**  
**Faculty Senate's Professional Staff Affairs**  
**March 5, 2024, 3:30 p.m.**  
**MINUTES**

Attendance in person: Monica Curnutt, Renee Gates, Jason Maseberg-Tomlinson, Will Grogan  
Attendance on-line: Tandy Rundus, Justin Wild, Mariya Vaughan, Linda Craghead, Kimm Dennis, Lisa Wilken

The meeting was called to order by co-chair, Renee Gates. The minutes of the Feb 20, 2024 meeting were approved as submitted.

New/Ongoing Business:

**Steering Committee on Performance Management** - Renee noted this was generally on hold. She is reaching out to that group more through TEAMS to review documents provided there and next steps. Linda mentioned USS annual performance evals docs need to be submitted to central and in employee file, but not submitted to HR if meets expectations or higher.

**Concur implementation** - Monica received training yesterday. And wondered how it was going for others? Some mentioned minor challenges, but many still being trained.

**The Time & Leave System** will launch in April. You can follow progress on this initiative on the [Administration and Finance strategic initiatives time and leave the webpage](#). And no changes/movement on the site at this time. Linda noted this might be paused slightly as well.

**Staff Senate vs. PSA & USS Senate** – Renee noted the topic came up in FS exec and shared the group's thoughts on keeping general structure and brought up name change idea, but also noted some concern to keep delineation of name to include Faculty as some KBOR items are directly for a faculty senate.

Other Business

- a. **Staff Spotlight**-Linda noted payments have been submitted; Kimm shared that letters have been sent and posted to TEAMS page Mar 1 for feedback, she also wanted to be sure she knew where to send letters for signing. It was planned to send directly to president's office for now. It was reported at this point that Candace LaBerge will be working now with the Provost's office instead of Senate. Renee noted she will step in to help support this committee in the March selections. It was decided to get the group back together for a separate meeting for moving forward.
- b. **SGA Report** - Jake Brown – no report
- c. **USS Report** – Kimm Dennis – no report
- d. **Term Staff Report** – Tandy reported the caucus is meeting with Senate leadership at meeting in early April to determine next steps for this caucus. Tandy also noted the caucus in the process of elections as well.
- e. **Salary and Fringe Benefits Committee Report** – Linda reported that the committee met 3/5. Significant discussion around proposal for non-tenure track faculty salary recommendations. Exec committee requested proposal be withdrawn and submitted without 7.5% recommendation; it will be withdrawn and resubmitted with explanation of where 7.5% came from. Career ladders were also discussed as if it would be next

topic to move forward. Desire was there, but one of the Strategic Initiatives is an RFP for an evaluation of all salaries at KSU – so this may be an add-on to the RFP for Compensation. It will ultimately rely on task force committee for final wording/proposal.

Renee reminded everyone there were openings for PSA as a Co-Chair, Secretary or representative on Salary and Fringe Benefits for FY25 still available. She also asked if there were others that needed to be invited to the meeting to talk more about what is happening on and around campus. A construction update and campus master plan update were suggested.

The group was reminded that the next open forum will be April 2<sup>nd</sup> – so next two PSA Committee meetings will be cancelled. Next committee meeting is April 16<sup>th</sup>.

Meeting was adjourned at 4pm. Tandy Rundus recorder.