



# TAMUK TRAVEL UPDATE

## October 2019

### TAMUK ANNIVERSARIES

- Betty Contreras celebrated 20 years in May
- Sandra Charles celebrated 10 years in March

### CONCUR FEE DECREASE FOR FY20

Concur Fee has decreased to \$4.49 per Travel Expense Report. This is due to an increased volume of Travel and/or P-Card Expense Reports processed through Concur by TAMU System members!

### CONCUR USER WORKSHOP FALL SCHEDULE

Upcoming dates for Concur User Workshops – This workshop is an overview of Concur for all employees of TAMUK! To register for an upcoming Concur User Workshop, go to TrainTraq Course #2112797 and choose an open section. All sections will be held in Eckhardt Hall Room 153.

<b>Date</b>	<b>Time</b>	<b>Section Number</b>
<b>October 23<sup>rd</sup>, 2019</b> <i>Registration open now!</i>	<b>9:00am – 11:00am</b>	<b>7067</b>
<b>October 24<sup>th</sup>, 2019</b> <i>Registration open now!</i>	<b>2:00pm – 4:00pm</b>	<b>7017</b>
<b>November 20<sup>th</sup>, 2019</b> <i>Registration opens Oct 25<sup>th</sup>!</i>	<b>9:00am – 11:00am</b>	<b>7068</b>
<b>November 21<sup>st</sup>, 2019</b> <i>Registration opens Oct 25<sup>th</sup>!</i>	<b>2:00pm – 4:00pm</b>	<b>7029</b>