The Association of Classified Employees (ACE) invites nominations for the 2011 Outstanding Classified Employee award. This award is designed to recognize a classified staff member who has demonstrated outstanding service to the University. The recipient, along with all the nominees, will be honored at the annual ACE General Meeting & Spring Luncheon on Tuesday, April 5, 2011. The rules for eligibility, criteria for selection, and the nomination form are attached. The nomination deadline is Monday, March 28 by 5:00 p.m. Mail or deliver your nomination to Lisa Clements, Purchasing, MS 1210, (e-mail lclement@boisestate.edu). If you have questions or need more information, please call Lisa at 426-3702.

Boise State’s TIAA-CREF Representative, David Penrose, will be on campus Tuesday, March 22, Wednesday, March 23, and Thursday, March 24 in the Fisher Room, Student Union Building. Appointments on March 22 and 23 are from 8 am – 5 pm and on March 24 from 8 am – 2 pm.

TIAA-CREF is currently updating their website. To schedule an appointment with David, call TIAA-CREF at 1-800-732-8353 from 8:00 am - 4:00 pm. If you have any questions, please call Human Resource Services at 426-4417.

The Association of Classified Employees would like to thank the campus community for donating to and supporting the 2011 ACE Chili Feed and Quilt Raffle. The Chili Feed and Quilt Raffle raises funds for the ACE Goodwill Program. Congratulations to Kimber Shaw who was the lucky quilt winner. The beautiful BSU quilt was donated by Chris Matthies, Tommy Colpitts, Amy Reichel and Connie Griffin.

A very special thank you is given to the various department chefs that donated chili. Our thanks to St. Paul’s Catholic Church for allowing us to hold the Chili Feed at the church, and our gratitude to CapED Federal Credit Union for their generous donation of $1,500 to the GoodWill Program.

Would you like to directly support Boise State student-athlete scholarships? Consider becoming a member of the Bronco Athletic Association.

As a BSU employee, you can take advantage of the employee payroll deduction plan to pay for your annual membership over 18 pay periods. The first installment would be withdrawn from your April 1, 2011 paycheck, and your last installment would be withdrawn from your November 11, 2011 paycheck.

Contact Cindy Chumley with the Association office at (208) 426-5486 or cchumle@boisestate.edu for a payroll deduction authorization form. Forms must be completed and returned to the Association office (MS-1020) by Friday, March 11, 2011, to enroll in payroll deduction for your 2011-12 Association membership.

If you’ve previously taken advantage of payroll deduction for your annual membership, you must re-submit a completed form for 2011-2012.

Go Broncos!
Classified positions
register to apply for the positions listed below.

You must currently work for the State of Idaho as a permanent employee eligible to transfer or your name must be within the top 25 listed on the appropriate Division of Human Resources register to apply for the positions listed below. Job announcements are current and updated on our website located at: http://hrs.boisestate.edu/joblistings/classified/. Announcements listed may be used to fill current and future vacancies.

Call Jordy LePiane at 426-1536 for additional information regarding classified positions.

You can also visit the Career Center at 426-1747.

Boise State University prohibits discrimination in educational and employment opportunities, services, and benefits on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, or sexual orientation. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information, contact the Office of Equal Employment Opportunity and Affirmative Action at (208) 426-4407.

Software / Web Training
<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Access Forms</td>
<td>03/10/11</td>
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<tr>
<td>Access Queries</td>
<td>03/17/11</td>
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<tr>
<td>Using the iPad for Work at Boise State</td>
<td>03/23/11</td>
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<tr>
<td>Access Reports</td>
<td>03/24/11</td>
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<tr>
<td>Microsoft Excel Advanced</td>
<td>04/19 &amp; 04/20/11</td>
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<tr>
<td>Windows 7</td>
<td>04/21/11</td>
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<tr>
<td>Electronic Mail Merge at Boise State</td>
<td>05/11/11</td>
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<tr>
<td>Windows 7</td>
<td>05/17/11</td>
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Time & Labor
<table>
<thead>
<tr>
<th>Training Session</th>
<th>Date</th>
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<tbody>
<tr>
<td>Time and Labor Training - 1:00 - 2:00 PM</td>
<td>03/16/11</td>
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<tr>
<td>Time and Labor Training - 9:00 - 10:00 AM</td>
<td>04/13/11</td>
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<tr>
<td>Time and Labor Training - 1:00 - 2:00 PM</td>
<td>04/27/11</td>
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Fiscal Procedures & Management
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<tr>
<th>Course</th>
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<tr>
<td>Understanding Account Codes</td>
<td>03/16/11</td>
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<tr>
<td>Purchasing 101: The Basics</td>
<td>03/22/11</td>
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<tr>
<td>Online Class Scheduling Training</td>
<td>04/04/11</td>
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Communications
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<th>Course</th>
<th>Date</th>
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<tr>
<td>Handling Difficult Conversations</td>
<td>03/17/11</td>
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<tr>
<td>The Fine Art of Complaining</td>
<td>03/23/11</td>
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Health & Wellness
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<tr>
<th>Course</th>
<th>Date</th>
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<tr>
<td>Grocery Store Savvy Tour</td>
<td>03/15/11</td>
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<tr>
<td>Freedom From Smoking</td>
<td>03/17/11</td>
</tr>
<tr>
<td>The Fine Art of Complaining</td>
<td>03/23/11</td>
</tr>
<tr>
<td>Healthy Meeting Walk and Talk</td>
<td>04/19/11 (Thursdays)</td>
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</table>

VACANCIES

Boise State University is a State agency and must hire classified positions through the Division of Human Resources (DHR). Current vacancies at Boise State are listed below. For more information regarding state job openings, see the Division of Human Resources website at: http://dhr.idaho.gov/.

You can also visit the Career Center at 426-1747.

Transfer Opportunities for Current BSU Employees
- Box Office Manager – Athletic Ticket Office
- Financial Technician – Office of Sponsored Programs
- Management Assistant – Office of Finance, Planning & Transportation
- Security Officer Supervisor – Campus Security/Police Services
- Sr. Transcript Evaluator – Registrar’s Office
- University Shop Assistant – Art Department

New Hires
- Jon George - Dept. Tech Help, Manufacturing Specialist
- Esther Lynne Given - Student Involvement and Leadership, Financial Technician
- Libby Greaney - Executive Director, Campus Recreation
- Natalie Keffer - Intercollegiate Athletics Men, Executive Assistant to the Athletic Director
- Alison Lowenthal - Ctr for Sch Imp & Policy Studies, SW Regional Special Education Consultant
- Josh Rzikowsky, Intercollegiate Athletics Men, Building Facility Specialist
- Kelly Royster - Campus Recreation, Custodian Leadworker

Departures
- Patricia DeBor - CMOE-Student Success Program
- Nathan Lawson - Facilities, Operations & Maintenance
- Oscar Moncada - Public Safety, Risk Mgmt & Tran

Promotions
- Brad Lorrondo - Intercollegiate Athletics Men, Assistant Athletic Director, Football
- Louis Major - Intercollegiate Athletics Men, Director, Football Operations
- Brent Moore - Intercollegiate Athletics Men, Director, Special Events
- Brent Pease - Intercollegiate Athletics Men, Assistant, Football Coach

Work Study Positions & Employees
To advertise Work-Study or non-Work-Study positions for students, use our new and improved web-based posting system, BroncoJobs at: http://career.boisestate.edu. Click on Employers Post Your Jobs Here (located under the quick links). Then register for a new account.

For additional information on hiring a student employee, visit http://career.boisestate.edu/SEHandbook-Supervisor.htm or contact the Career Center at 426-1747.

Opportunities Open to ALL APPLICANTS
Announcements Currently Open on the State Web Site
- Buyer – Purchasing Department
- Parking Specialist – Parking & Transportation
The CAMPUS RECREATION website has information on Facebook, Twitter, Brown Bag Discussions, personal training and fitness testing specials and MORE! Visit http://rec.boisestate.edu/ for complete schedules & descriptions and information on fitness workshops and education.

Beat Coach Pete Scholarship Run/Walk
Join us in making a difference in our students’ lives at this Bronco event on Saturday, April 9, 2011. For details or to register, call 426-1131 or click http://rec.boisestate.edu/beatpete/.

Beat Coach Pete Red Robin Fun’Raiser
For details click http://rec.boisestate.edu/beatpete/.

Women’s Self-Defense Class
http://rec.boisestate.edu/fitness/workshops/.

Youth Learn to Swim Lessons
For details or to register, call 426-1131 or click http://rec.boisestate.edu/aquatics/programs/.

Endurance Rides
For details, other dates, or to register, call 426-1131 or click http://rec.boisestate.edu/fitness/groupex/enduranceRide.cfm.

Swim Meet
For details or to register, call 426-1131 or click http://rec.boisestate.edu/intramurals/schedules.cfm.

Tennis League
For details or to register, call 426-1131 or click http://rec.boisestate.edu/intramurals/schedules.cfm.

4 on 4 Flag Football League
For details or to register, call 426-1131 or click http://rec.boisestate.edu/intramurals/schedules.cfm.

Soccer League
For details or to register, call 426-1131 or click http://rec.boisestate.edu/intramurals/schedules.cfm.

Rappelling Skills Series
For details or to register, call 426-1946 or click http://rec.boisestate.edu/outdoor/climbing/skills.cfm.

Lead Climbing Skills Series
For details or to register, call 426-1946 or click http://rec.boisestate.edu/outdoor/climbing/skills.cfm.

Learn to Swim
For details or to register, call 426-1131 or click http://rec.boisestate.edu/aquatics/programs/.

Introduction to the Cycle Learning Center
For details or to register, call 426-1946 or click http://rec.boisestate.edu/CLC/events.cfm.

Basic Bicycle Maintenance
For details or to register, call 426-1946 or click http://rec.boisestate.edu/CLC/events.cfm.

For a complete schedule of offerings by University Health Services, visit:
http://healthservices.boisestate.edu/calendar.cfm.

March 11
Employee Wellness Screening
Registration: Registration required, visit healthservices.boisestate.edu/calendar to register.

March 15
Learning and Development: Grocery Store Savvy Tour
Registration: Registration required, visit healthservices.boisestate.edu/calendar to register.

FITNESS/NUTRITION
Nutrition Q&A
Registration: Drop-in, no registration necessary.

GENERAL WELLNESS
March 16
Women's Health

Women's Health: Self Esteem, Stress and Communication
Registration: Registration required, visit healthservices.boisestate.edu/calendar to register.

Women's Health: The Heart (Physical Activity and Nutrition)
Registration: Registration required, visit healthservices.boisestate.edu/calendar to register.

STRESS MANAGEMENT
March 23
Registration: Registration required, visit healthservices.boisestate.edu/calendar to register.

TOBACCO CESSATION
WANT TO QUIT?
For information about cessation classes on campus, visit the website at: healthservices.boisestate.edu/smokefree

March 15
Support a Breath of Fresh Air, Clean Up Our Campus!
Sign up at: healthservices.boisestate.edu/smokefree

Freedom from Smoking
Registration: Registration required, visit healthservices.boisestate.edu/calendar to register.

Mark Your Calendar
Lavender Lunches March 18 1 – 2:30 pm
Women’s Center (First & Third Fridays of the Month)

Association of Classified Employees General Meeting & Spring Lunch April 5 11:30 – 1:30 pm
Simpot Ballroom

Professional Staff Spring Lunch May 5 11:30 – 1:30 pm

Visit http://www.healthmatters.idaho.gov/Happenings.html for Employee Discount Details!