The Idaho Legislature has approved funding for a two percent (2%) across the board pay increase in FY13 for all permanent faculty, classified and professional staff in permanent positions, and adjunct faculty that are achieving performance standards.

All permanent employees rated at “Achieves Performance Standards” or better within the last twelve (12) months are eligible for the CEC (change in employee compensation). Refer to the attached flyer for complete information.

FY’13 Employment Action Forms and BPARs are due to the Budget Office by April 20, 2012. EAFs should be submitted for any FY’13 faculty or professional personnel changes and BPARs for any FY’13 classified fund source changes. Forms received by April 20 will be reflected in the FY’13 Budget Book. Forms received subsequent to this date will be processed but may not be reflected in the Budget Book.

This deadline is only for employees on standard contract dates that have changes to their appointment, such as FTE or fund source. As in the past, employees whose contracts do not coincide with the standard dates (usually due to grant funding) will need EAFs submitted approximately one month before the reappointment or change date.

Please contact the Budget Office, 426-1273, with any questions.
Mark Your Calendar

Boise State’s TIAA-CREF Representative, David Penrose, will be on campus Tuesday, April 17, from 8AM-5PM, Wednesday, April 18, from 8AM-5PM, and Thursday, April 19, from 8AM-5PM. The April 17 & April 18 sessions will be held in the Boyington Room and the April 19 session will be held in the Shipman Room. Both rooms are located in the Student Union Building.

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 a 426-2898

This session is designed to provide an overview of the P-Card approval and authorization procedure. Recommended for all current or new CCER Approvers or any staff member involved in managing p-card expense for their area.

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<tr>
<th>“LET’S TALK” APRIL &amp; MAY SCHEDULE</th>
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<td>Denise Stringer - Learning &amp; Development</td>
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“Let’s Talk” is an ongoing series of weekly 60-minute informational meetings on a wide variety of topics of interest to the Boise State University staff and faculty. There is no cost to attend. Unless otherwise noted, all workshops will be held in Room 210, Simplot Micron Building. To register for these sessions, please visit the online registration page at:

http://cedar.boisestate.edu/hrs/workshops/

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<thead>
<tr>
<th>Date</th>
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<tr>
<td>April 18, 2012</td>
<td>Budget Updates</td>
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<td>May 2, 2012</td>
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<td>May 16, 2012</td>
<td>The University Roadmap and You: Improving Processes and Systems at Boise State</td>
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**Boise State Center for Professional Development Presents Personality Styles in the Workplace & Time Management Solutions**

Personality Styles in the Workplace is scheduled for April 19, 2012 | 8:00 AM - 12:00 PM at the Linda Yanke
Time Management Solutions - April 19, 2012 | 1:00 PM - 5:00 PM

TO REGISTER: Go online at cpd.boisestate.edu or call (208) 426-1709.

For more information contact the Center for Professional Development:

- Web site: http://cpd.boisestate.edu
- Call Michelle Forsgren at (208) 426-3740 or Email at michelleforsgren@boisestate.edu

This course is again being offered to employees and students who drive University owned or leased vehicles. The Office of Risk Management and Insurance administers the program and the instructor Larry McGhee, is NTSl trained and certified and has been teaching the course for the Idaho State Police.

The content of the class will focus on defensive driving of passenger vehicles, driver behavior, van safety, and life safety. Included in the 4-Hour DDC is a one hour segment that will address Van Safety and Operation of 12-Person vans and will certify those participants, age 20 and up, to drive University 12-Person vans.

This course is pursuant to University Policy 9160. In addition, the University receives a $20 liability insurance premium credit from our State Insurance Administrator, after course completion, for all university employee participants who drive university vehicles on a regular basis.

Please bring your driver’s license and a pen or pencil to the class.

Questions concerning the course should be directed to Sybrina Bobo, Boise State Risk Management & Insurance ext. 63610 or email sybrinabobo@boisestate.edu.  

Register Online at:

http://cedar.boisestate.edu/hrs/workshops/login.asp
Boise State University is a State agency and must hire Classified positions through the Division of Human Resources (DHR). For more information regarding state job openings, see the Division of Human Resources website at: http://dhr.idaho.gov/stateJobs.html.

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. Announcements listed may be used to fill both current and future vacancies.

- Open Classified Staff Positions: (http://hrs.boisestate.edu/joblistings/classified/).
- Open Professional Staff Positions: (http://hrs.boisestate.edu/joblistings/professional/).
- Open Faculty Positions: (http://hrs.boisestate.edu/joblistings/faculty/).

For additional information regarding open positions, contact Employment Services at employment@boisestate.edu.

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) 426-1979. For inquiries specifically related to sex discrimination and/or Title IX of the Education Amendments of 1972, please visit our website at http://www.boisestate.edu/generalcounsel/titleix.shtml or call Kendra Smith, Title IX Coordinator, at (208) 426-4407.

UNIVERSITY HEALTH & RECREATION CENTER
Heather Carlson

Social Media
Like the Recreation Center on Facebook: http://www.facebook.com/BoiseStateRecreation
Like the Health Center on Facebook: http://www.facebook.com/BoiseStateHealth
Follow us on Twitter at: http://twitter.com/BoiseStateRec
Don’t forget to Check-in on foursquare!

Intramural Sports
End the semester with some fun recreational or competitive sport! For details call 426-1131 or click http://rec.boisestate.edu/intramurals/signupSched.cfm.

Employee Wellness Screening
Wellness screenings can help you to identify protective and risk factors that are pertinent to your health. Cost is $25 with insurance billing on your own. For registration visit healthservices.boisestate.edu/calendar, or for more information visit healthservices.boisestate.edu/wellness/employee.

Youth Learn to Swim Lessons
Looking for that perfect spring or summer activity for your child? Nothing beats a hot day like time in the pool. Help your child get a jump on summer fun, and safety, with swim lessons. For details call 426-1131 or click http://rec.boisestate.edu/aquatics/learntoswim/.

Lifeguard Training
Are you or a loved one interested in becoming a lifeguard? For details call 426-1131 or click http://rec.boisestate.edu/aquatics/programs/.

Fueling the Machine
Nutrition is an important component of physical activity. Lauren Thomas will break it all down Thursday, April 19. Cost is free but registration is required by April 18. Visit healthservices.boisestate.edu/calendar to register.

Cycle Learning Center Adventure Ride Series
Join the Cycle Learning Center for our Adventure Ride Series. For details call 426-RIDE or click http://rec.boisestate.edu/CLC/events.cfm.