

Stricken language would be deleted from and underlined language would be added to the law as it existed prior to this session of the General Assembly.

1 State of Arkansas  
2 83rd General Assembly  
3 Regular Session, 2001  
4

# A Bill

Act 340 of 2001  
HOUSE BILL 1600

5 By: Joint Budget Committee  
6  
7

## For An Act To Be Entitled

9 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES  
10 AND OPERATING EXPENSES FOR THE NORTHWEST ARKANSAS  
11 COMMUNITY COLLEGE FOR THE BIENNIAL PERIOD ENDING JUNE  
12 30, 2003; AND FOR OTHER PURPOSES.  
13

## Subtitle

14 AN ACT FOR THE NORTHWEST ARKANSAS  
15 COMMUNITY COLLEGE APPROPRIATION FOR  
16 THE 2001-2003 BIENNIAL PERIOD.  
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21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:  
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23 SECTION 1. REGULAR SALARIES - OPERATIONS. There is hereby established for  
24 the Northwest Arkansas Community College for the 2001-2003 biennium, the  
25 following maximum number of regular employees whose salaries shall be governed  
26 by the provisions of the Uniform Classification and Compensation Act (Arkansas  
27 Code §§21-5-201 et seq.), or its successor, and all laws amendatory thereto.  
28 Provided, however, that any position to which a specific maximum annual salary  
29 is set out herein in dollars, shall be exempt from the provisions of said  
30 Uniform Classification and Compensation Act. All persons occupying positions  
31 authorized herein are hereby governed by the provisions of the Regular  
32 Salaries Procedures and Restrictions Act (Arkansas Code §21-5-101), or its  
33 successor.  
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Maximum Annual  
Maximum Salary Rate

1	Item	No. of	Fiscal Years	
2	No. Title	Employees	2001-2002	2002-2003
3	<u>TWELVE MONTH EDUCATIONAL AND GENERAL</u>			
4	<u>ADMINISTRATIVE POSITIONS</u>			
5	(1) President, NorthWest Arkansas CC	1	\$107,846	\$110,650
6	(2) Chief Academic Officer	1	\$85,916	\$88,150
7	(3) Dean of Institutional Technology	1	\$81,544	\$83,665
8	(4) Chief Fiscal Officer	1	\$80,432	\$82,523
9	(5) Chief Student Life Officer	1	\$80,432	\$82,523
10	(6) Chief Development Officer	1	\$80,432	\$82,523
11	(7) Dean of Workforce Development	1	\$66,353	\$68,079
12	(8) Director of Evening College	1	\$66,353	\$68,079
13	(9) Director of Adult Education	1	\$65,138	\$66,831
14	(10) Counselor	12	\$65,136	\$66,829
15	(11) Director of Enrollment Management	1	\$62,379	\$64,001
16	(12) Registrar	1	\$62,379	\$64,001
17	(13) Director of Institutional Research	1	\$61,682	\$63,286
18	(14) Dir. of Public Rel, Grants & Contract	1	\$61,136	\$62,726
19	(15) Director of Academic Computing	1	\$61,136	\$62,726
20	(16) Director of Admi n. Computing	1	\$61,136	\$62,726
21	(17) Director of Distance Learning	1	\$61,136	\$62,726
22	(18) Dir. of Financial Aid	1	\$60,556	\$62,130
23	(19) Business Manager	1	\$59,720	\$61,273
24	(20) Controller	1	\$59,720	\$61,273
25	(21) Director of Physical Plant	1	\$57,580	\$59,077
26	(22) Director of Admissions	1	\$56,714	\$58,189
27	(23) Coordinator of Student Recruitment	1	\$56,666	\$58,139
28	(24) Project/Program Manager	3	\$51,365	\$52,700
29	(25) Dir. of Vocational /Tech. Educ.	1	\$47,265	\$48,494
30	(26) Workforce Specialist	6	\$47,078	\$48,302
31	(27) Coord. of Cont. Education	1	\$47,078	\$48,302
32	(28) Project/Program Specialist	5	\$46,228	\$47,430
33	(29) Director of Disability Services	1	\$46,157	\$47,357
34	(30) Media Specialist	1	\$45,916	\$47,109
35	(31) Dir. of Developmental Education	1	\$40,520	\$41,573
36	<u>TWELVE MONTH EDUCATIONAL AND GENERAL</u>			

	<u>CLASSIFIED POSITIONS</u>		
1			
2	(32) DP Network Manager II -Inst	1	GRADE 22
3	(33) Systems Programmer II -Inst	1	GRADE 22
4	(34) Computer Support Specialist II -Inst	2	GRADE 20
5	(35) Counselor II	2	GRADE 20
6	(36) DP Network Technician II -Inst	1	GRADE 20
7	(37) Management Project Analyst II	2	GRADE 20
8	(38) NWACC Director of Personnel	1	GRADE 20
9	(39) Program Coordinator	4	GRADE 20
10	(40) Systems Analyst I-Inst	1	GRADE 20
11	(41) Systems Programmer I -Inst	1	GRADE 20
12	(42) Applications Programmer II -Inst	1	GRADE 19
13	(43) Accountant	5	GRADE 18
14	(44) Assistant Registrar	2	GRADE 18
15	(45) DP Network Technician I -Inst	1	GRADE 18
16	(46) Financial Aid Officer II	4	GRADE 18
17	(47) HE Public Safety Officer II	3	GRADE 18
18	(48) Management Project Analyst I	1	GRADE 18
19	(49) Payroll Services Specialist	1	GRADE 18
20	(50) Purchasing Agent	1	GRADE 18
21	(51) Staff Development Specialist II	1	GRADE 18
22	(52) Administrative Assistant II	2	GRADE 17
23	(53) Skilled Trades Worker	3	GRADE 17
24	(54) Telephone Technician	1	GRADE 17
25	(55) Computer Technician II - Inst	3	GRADE 16
26	(56) Financial Aid Officer I	2	GRADE 16
27	(57) HE Public Safety Officer I	1	GRADE 16
28	(58) Pub & Student Recruit Specialist I	1	GRADE 16
29	(59) Accounting Technician II	5	GRADE 15
30	(60) Assistant Purchasing Agent	1	GRADE 15
31	(61) Computer Lab Technician II	2	GRADE 15
32	(62) Laboratory Coordinator	1	GRADE 15
33	(63) Administrative Secretary	6	GRADE 14
34	(64) Library Academic Technician III	2	GRADE 14
35	(65) Personnel Assistant I -Inst	2	GRADE 14
36	(66) Computer Lab Technician I -Inst	1	GRADE 13

1	(67)	Secretary II	7		GRADE 13
2	(68)	Accounting Technician I	3		GRADE 12
3	(69)	Cashier II	1		GRADE 12
4	(70)	Document Examiner II	2		GRADE 12
5	(71)	Library Academic Technician II	2		GRADE 12
6	(72)	Registrar's Assistant	2		GRADE 12
7	(73)	Secretary I	17		GRADE 11
8	(74)	Shipping & Receiving Clerk	1		GRADE 11
9	(75)	Receptionist	1		GRADE 10
10	(76)	Reproduction Equipment Operator	1		GRADE 10
11	(77)	Academic Laboratory Assistant	3		GRADE 09
12	(78)	Mail Officer	1		GRADE 09
13	(79)	Equipment Operator	1		GRADE 08
14	(80)	Maintenance Worker II	3		GRADE 05
15	(81)	Custodial Worker II	3		GRADE 04
16	(82)	Maintenance Worker I	3		GRADE 04
17	(83)	Custodial Worker I	3		GRADE 03
18	(84)	Messenger	1		GRADE 03
19		<u>TWELVE MONTH EDUCATIONAL AND GENERAL</u>			
20		<u>ACADEMIC POSITIONS</u>			
21	(85)	Division Chairperson/Dean	8	\$74,947	\$76,896
22	(86)	Director of Allied Health	1	\$65,705	\$67,413
23	(87)	Director of Nursing	1	\$65,705	\$67,413
24	(88)	Librarian	1	\$65,138	\$66,831
25	(89)	Special Instructor	8	\$56,666	\$58,139
26	(90)	Assistant Librarian	3	\$41,789	\$42,875
27	(91)	Lab. Supervisor	8	\$35,085	\$35,997
28		<u>NINE MONTH EDUCATIONAL AND GENERAL</u>			
29		<u>ACADEMIC POSITIONS</u>			
30	(92)	Faculty	110	\$56,666	\$58,139
31	(93)	Part-Time Faculty	<u>300</u>	\$13,779	\$14,137
32		MAX. NO. OF EMPLOYEES	617		

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34 SECTION 2. EXTRA HELP - OPERATIONS. There is hereby authorized, for the

35 Northwest Arkansas Community College for the 2001-2003 biennium, the following

36 maximum number of part-time or temporary employees, to be known as "Extra

1 Help", payable from funds appropriated herein for such purposes: three  
 2 hundred sixty (360) temporary or part-time employees, when needed, at rates of  
 3 pay not to exceed those provided in the Uniform Classification and  
 4 Compensation Act, or its successor, or this act for the appropriate  
 5 classification.

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 7 SECTION 3. APPROPRIATION - STATE OPERATIONS. There is hereby appropriated,  
 8 to the Northwest Arkansas Community College, to be payable from the Northwest  
 9 Arkansas Community College Fund, for personal services and operating expenses  
 10 of the Northwest Arkansas Community College for the biennial period ending  
 11 June 30, 2003, the following:

13 ITEM	14 FISCAL YEARS	
	2001-2002	2002-2003
15 (01) REGULAR SALARIES	\$ 9,725,000	\$ 9,725,000
16 (02) PERSONAL SERV MATCHING	1,490,533	1,480,533
17 (03) MAINT. & GEN. OPERATION		
18 (A) OPER. EXPENSE	96,265	106,265
19 (B) CONF. & TRAVEL	0	0
20 (C) PROF. FEES	0	0
21 (D) CAP. OUTLAY	0	0
22 (E) DATA PROC.	<u>0</u>	<u>0</u>
23 TOTAL AMOUNT APPROPRIATED	<u>\$ 11,311,798</u>	<u>\$ 11,311,798</u>

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 25 SECTION 4. APPROPRIATIONS - CASH FUNDS. There is hereby appropriated, to  
 26 the Northwest Arkansas Community College, to be payable from cash funds as  
 27 defined by Arkansas Code 19-4-801 of the Northwest Arkansas Community College,  
 28 for personal services and operating expenses of the Northwest Arkansas  
 29 Community College for the biennial period ending June 30, 2003, the following:

32 ITEM	33 FISCAL YEARS	
	2001-2002	2002-2003
34 (01) REGULAR SALARIES	\$ 7,000,000	\$ 7,500,000
35 (02) EXTRA HELP	200,000	225,000
36 (03) PERSONAL SERV MATCHING	2,500,000	3,000,000

1	(04) MAINT. & GEN. OPERATION		
2	(A) OPER. EXPENSE	3,500,000	4,000,000
3	(B) CONF. & TRAVEL	300,000	300,000
4	(C) PROF. FEES	150,000	200,000
5	(D) CAP. OUTLAY	2,000,000	2,500,000
6	(E) DATA PROC.	120,000	120,000
7	(05) CAPITAL IMPROVEMENTS	16,000,000	17,500,000
8	(06) DEBT SERVICE	125,000	125,000
9	(07) FUND TRANSFER/REFUNDS/INVESTMENTS	552,777	552,777
10	(08) CONTINGENCY	<u>4,000,000</u>	<u>5,000,000</u>
11	TOTAL AMOUNT APPROPRIATED	<u>\$ 36,447,777</u>	<u>\$ 41,022,777</u>

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13 SECTION 5. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE  
 14 NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SALARY  
 15 ADJUSTMENTS. Due to the highly competitive nature of the employment market in  
 16 the service area of North West Arkansas Community College the institution  
 17 shall be authorized to employ new candidates or retain current employees at  
 18 rates of pay not to exceed Pay Level III for the following classifications:

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- 20 R329, Payroll Services Specialist/grade 18
- 21 A108, Accounting Technician II, grade 15
- 22 K012, Academic Library Tech II/grade 12
- 23 K153, Secretary II/grade 12
- 24 K145, Cashier II/grade 13
- 25 K155, Secretary I/grade 11
- 26 G173, Maintenance Worker I/grade 4
- 27 G171, Custodial Worker I/grade 3
- 28 V043, Shipping & Receiving Clerk/grade 11
- 29 B001, Academic Lab Assistant/grade 9

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31 The institution shall report all such salary adjustments to the State Office  
 32 of Personnel Management (Higher Education Section) not later than the pay  
 33 period following such action and the Office of Personnel Management shall in  
 34 turn report such actions to the Uniform Personnel Committee at the next  
 35 scheduled meeting. Authority under this section shall be subject to audit by  
 36 both the Office of Personnel Management and the Legislative Council and may be

1 rescinded for improper use or application.

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 3 The provisions of this section shall be in effect only from July 1, 2001  
 4 through June 30, 2003.

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 6 SECTION 6. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED  
 7 SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. FUND BALANCES. (A) For all  
 8 appropriations as provided in this Act, the agency disbursing officer shall  
 9 monitor the level of fund balances in relation to expenditures on a monthly  
 10 basis. If any proposed expenditures would cause a fund balance to decline to  
 11 less than fifty percent (50%) of the balance available on July 1, 2001, the  
 12 disbursing officer shall immediately notify the executive head of the agency.

13 Prior to any obligations being made under these circumstances, the agency  
 14 head shall file written documentation with the Chief Fiscal Officer of the  
 15 State requesting approval of the expenditures. Such documentation shall  
 16 provide sufficient financial data to justify the expenditures and shall  
 17 include the following:

- 18 1) a plan that clearly indicates the specific fiscal impact of such  
 19 expenditures on the fund balance.
- 20 2) information clearly indicating and explaining what programs would be cut or  
 21 any other measures to be taken by the agency to restore the fund balance.
- 22 3) the extent to which any of the planned expenditures are for one-time costs  
 23 or one-time purchase of capitalized items.
- 24 4) a statement certifying that the expenditure of fund balances will not  
 25 jeopardize the financial health of the agency, nor result in a permanent  
 26 depletion of the fund balance.

27 (B) The Chief Fiscal Officer of the State shall review the request and  
 28 approve or disapprove all or any part of the request , after having sought  
 29 prior review by the Legislative Council.

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 31 SECTION 7. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized by  
 32 this act shall be limited to the appropriation for such agency and funds made  
 33 available by law for the support of such appropriations; and the restrictions  
 34 of the State Purchasing Law, the General Accounting and Budgetary Procedures  
 35 Law, the Revenue Stabilization Law, the Regular Salary Procedures and  
 36 Restrictions Act, the Higher Education Expenditures Restrictions Act, or their

1 successors, and other fiscal control laws of this State, where applicable, and  
2 regulations promulgated by the Department of Finance and Administration, as  
3 authorized by law, shall be strictly complied with in disbursement of said  
4 funds.

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6 SECTION 8. LEGISLATIVE INTENT. It is the intent of the General Assembly  
7 that any funds disbursed under the authority of the appropriations contained  
8 in this act shall be in compliance with the stated reasons for which this act  
9 was adopted, as evidenced by the Agency Requests, Executive Recommendations  
10 and Legislative Recommendations contained in the budget manuals prepared by  
11 the Department of Finance and Administration, letters, or summarized oral  
12 testimony in the official minutes of the Arkansas Legislative Council or Joint  
13 Budget Committee which relate to its passage and adoption.

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15 SECTION 9. EMERGENCY CLAUSE. It is found and determined by the General  
16 Assembly, that the Constitution of the State of Arkansas prohibits the  
17 appropriation of funds for more than a two (2) year period; that the  
18 effectiveness of this Act on July 1, 2001 is essential to the operation of the  
19 agency for which the appropriations in this Act are provided, and that in the  
20 event of an extension of the Regular Session, the delay in the effective date  
21 of this Act beyond July 1, 2001 could work irreparable harm upon the proper  
22 administration and provision of essential governmental programs. Therefore, an  
23 emergency is hereby declared to exist and this Act being necessary for the  
24 immediate preservation of the public peace, health and safety shall be in full  
25 force and effect from and after July 1, 2001.

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28 APPROVED: 2/21/2001  
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