

REPORT OF THE  
UNIFORM PERSONNEL CLASSIFICATION AND COMPENSATION PLAN SUBCOMMITTEE OF THE  
ARKANSAS LEGISLATIVE COUNCIL

December 14, 2009

Mr. Chairmen:

The Uniform Personnel Classification and Compensation Plan Subcommittee met on October 15, 2009 at 10:00 a.m., in Room 171, of the State Capitol and reviewed the following personnel-related items and respectfully request that they be filed with the Arkansas Legislative Council:

1. Approval of Provisional Positions for 2 year and 4 year institutions of Higher Education: **(Attachment 1)**
2. Request to obtain pool positions from the OPM pool established in Arkansas Code 21-5-225 (a)(1) by Act 688 of 2009:  
  
Agency: Arkansas Dept of Correction  
Position Surrendered: L003C, Psychologist (14), Grade C127  
(22133747, 22084252, 22085067, 22087252, 22087254, 22087258, 22087259,  
22124868, 22124880, 22124949, 22133738, 22133760, 22146193, 22077538)  
Classification Requested: L097C, ADC Psychologist (14), Grade C128  
  
Agency: Arkansas Minority Health Commission  
Position Surrendered: 22142750, A091C, Fiscal Support Analyst, Grade C115  
Classification Requested: A082C, Accountant II, Grade C117
3. Request to obtain pay plan correction pool positions as authorized by Arkansas Code 21-5-225 (d)(1) established by Act 688 of 2009:  
  
Agency: Arkansas Oil and Gas Commission  
Positions Surrendered: 22150713, X082C, Oil & Gas Inspector, Grade C118  
Classifications Requested: B050C, Oil & Gas District Petroleum Supervisor, Grade C120  
  
Agency: Dept of Arkansas Heritage, Natural Heritage Commission  
Position Surrendered: 22092681, G186C, DAH Program Coordinator, Grade C117  
Classification Requested: B045C, Biologist Supervisor, Grade C121
4. Request to obtain a pool position from the central growth pool established in Ark. Code 21-5-225 (b)(1) by Act 688 of 2009:  
  
Agency: Arkansas Fire Protection Licensing Board  
Classification Requested: C073C, Administrative Specialist II, Grade C073C
5. Request from the Arkansas Public Service Commission for salary administration grids, as authorized by Arkansas Code 21-5-222 (a)(1) established by Act 688 of 2009 for the following classifications: **(Attachment 2)**
6. Request from the Arkansas Department of Agriculture, Forestry Commission for authorization to use a hazardous duty compensation differential of up to four percent (4%) for specific positions as follows and as is authorized by Arkansas Code 21-5-221, as established by Act 688 of 2009.

Up to 4% for B098C, Forest Ranger II, Grade C114, 2 positions 22088423 and 22088473  
Up to 4% for B088C, County Forest Ranger, Grade C116, 9 positions 22088528, 2088536, 22088544,  
22088548, 22088563, 22088566, 22088568, 22088570, 22088572

Respectfully Submitted,

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Senator Steve Faris, Co-Chairman

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Representative John Paul Wells, Co-Chairman

# **Arkansas Public Higher Education Provisional Positions Report**

December 2009



**Arkansas Department of Higher Education**  
114 East Capitol, Little Rock, Arkansas 72201

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** Southern Arkansas University Tech

Number of Positions Authorized by Act 688 and 245 of 2009	40
Number of Positions Established To Date	13
Number of Positions Remaining for 2009-10	27
Number of New Provisional Positions	3
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
7	New	Project/Program Specialist	Project/Program Specialist	3	\$56,853	Dept of Career Education	Secondary & Community Educational Services
<b>Total Number of Positions</b>				<u><b>3</b></u>			

3

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** East Arkansas Community College

Number of Positions Authorized by Act 688 and 245 of 2009	40
Number of Positions Established To Date	16
Number of Positions Remaining for 2009-10	24
Number of New Provisional Positions	4
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
12	New	Counselor	Career Coach	4	\$79,307	AR Dept of Career Education	AR Works Career Facilitator Program

Total Number of Positions 4

4

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** South Arkansas Community College

Number of Positions Authorized by Act 688 and 245 of 2009	50
Number of Positions Established To Date	31
Number of Positions Remaining for 2009-10	19
Number of New Provisional Positions	2
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
16	New	Counselor	Counselor (Career Coach)	2	\$79,307	AR Dept of Career Education	College Transition

Total Number of Positions 2

5

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** University of Arkansas Community College at Batesville

Number of Positions Authorized by Act 688 and 245 of 2009	40
Number of Positions Established To Date	14
Number of Positions Remaining for 2009-10	26
Number of New Provisional Positions	1
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
10	New	Project Coordinator	Career Facilitator	1	\$59,486	Department of Career Education - Appropriation Code 41	MOU Arkansas Works

Total Number of Positions 1

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009

**INST:** University of Arkansas - Cooperative Extension Service

Number of Positions Authorized by Act 688 and 245 of 2009	250
Number of Positions Established To Date	107
Number of Positions Remaining for 2009-10	143
Number of New Provisional Positions	5
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
8	New	Program Associate	Program Associate	3	\$99,227	USDA NIFA	So Region Risk Mgt Educ Center
980	New	C077C / CES PROGRAM ASSISTANT	C077C / CES PROGRAM ASSISTANT	1	C108	ExCEL Program	4-H Center Programs
981	New	C073C / ADMINISTRATIVE II	C073C / ADMINISTRATIVE II	1	C109	USDA National Institute of Food and Agri (NIFA)	So Region Risk Mgmt Education Center

**Total Number of Positions** 5

7

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** University of Arkansas - Medical Sciences

Number of Positions Authorized by Act 688 and 245 of 2009	1000
Number of Positions Established To Date	633
Number of Positions Remaining for 2009-10	367
Number of New Provisional Positions	6
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
251	New	Special Procedures Technician	Special Procedures Technician	1	\$72,351	Dept of Health/Human Svcs	COM Family & Preventative Medicine
252	New	Departmental Director	Department Director	1	\$115,000	Health Resources & Services Administration	Vice Chancellor for Administration/Diversity Affairs
253	New	Research Assistant	Research/Clinical Program Manager	1	\$71,707	NIH/Nat. Inst. On Drug Abuse & Alcoholism	COM PSY Center for Addiction
254	New	Divisional Director	Divisional Director	1	\$160,000	Dept of Health/Human Svcs, NIH	COM/Center for Clinical Translational Research
255	New	Project/Program Director	Project/Program Director	1	\$84,433	Dept of Health/Human Svcs, NIH	COM/Center for Clinical Translational Research
 1058	 New	 B061C / Research Technologist	 B061C / Research Technologist	 1	 C119	 National Institute of Health	 College of Medicine Psychiatry Center of Addiction Research
<b>Total Number of Positions</b>				<u><b>6</b></u>			



**Provisional Positions Approved  
2009-10 Fiscal Year**

DATE: December 2009

INST: University of Arkansas at Fayetteville

Number of Positions Authorized by Act 688 and 245 of 2009	500
Number of Positions Established To Date	253
Number of Positions Remaining for 2009-10	247
Number of New Provisional Positions	2
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
117	New	Research Associate - 12 Month	Research Associate - 12 Month	1	\$99,227	Arkansas Department of Education	RHRC
118	New	Post Doctoral Fellow - 12 Month	Post Doctoral Fellow - 12 Month	1	\$78,397	NIH	BISC

Total Number of Positions 2

9

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** University of Central Arkansas

Number of Positions Authorized by Act 688 and 245 of 2009	300
Number of Positions Established To Date	18
Number of Positions Remaining for 2009-10	282
Number of New Provisional Positions	18
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
1	New	Research Associate	Research Associate	1	\$91,140	AR Dept. of Education	ADE Research Center
2	New	Research Associate	Research Associate	1	\$91,140	AR Dept. of Education	ADE Technology Grant
3	New	Associate Director - Info & Tech Svcs	Associate Director of Technology	1	\$89,915	Walton Family Foundation	AR Public School Resource Center
4	New	Director of Publications	Communications Director	1	\$58,430	Walton Family Foundation	AR Public School Resource Center
5	New	Dean of Schools	Dean/Executive Director of AR Public School Resource Center	1	\$133,723	Walton Family Foundation	AR Public School Resource Center
6	New	Project/Program Manager	Project/Program Manager	1	\$76,515	Walton Family Foundation	AR Public School Resource Center
7	New	Project/Program Specialist	Project Specialist	1	\$66,016	Walton Family Foundation	AR Public School Resource Center
8	New	Project/Program Specialist	Project/Program Specialist	1	\$66,016	Walton Family Foundation	AR Public School Resource Center
9	New	Technical Support Staff	Technical Planning Specialist	1	\$76,515	Walton Family Foundation	AR Public School Resource Center
10	New	Project/Program Director	Project/Program Director	1	\$84,431	AR Dept. of Education	Education Renewal Zone
11	New	Project/Program Director	Project/Program Director	1	\$84,431	AR Dept. of Education	Strategic Instruction Model (SIM) & Content Literacy Continuum (CLC)
12	New	Project/Program Specialist	Mathematics Specialist	1	\$66,016	AR Dept. of Education	Mathematics Specialist Grant
13	New	Project/Program Specialist	Science Specialist	1	\$66,016	AR Dept. of Education	Smart Start Science
14	New	Director of Upward Bound	Project/Program Director	1	\$70,558	U. S. Department of Education	Upward Bound 08-13
15	New	Project/Program Specialist	Project/Program Specialist	1	\$66,016	U. S. Department of Education	Upward Bound 08-13
901	New	C087C / Administrative Specialist I	C087C / Administrative Specialist I	1	C106	AR Dept. of Higher Education	Education Renewal Zone
902	New	C056C / Administrative Specialist III	C056C / Administrative Specialist III	1	C112	AR Dept. of Higher Education	Strategic Instruction Model (SIM) & Content Literacy Continuum (CLC)
903	New	C056C / Administrative Specialist III	C056C / Administrative Specialist III	1	C112	AR Dept. of Higher Education	Upward Bound 08-13

**Total Number of Positions** 18

**Provisional Positions Approved  
2009-10 Fiscal Year**

**DATE:** December 2009  
**INST:** Arkansas Tech University

Number of Positions Authorized by Act 688 and 245 of 2009	65
Number of Positions Established To Date	24
Number of Positions Remaining for 2009-10	41
Number of New Provisional Positions	2
Number of Continual Provisional Positions	

Item No.	New or Continual	Authorized Title	Working Title	# of Positions	Classified Grade or Maximum Annual Salary 2009-10	Source of Funding	Position Assignment
15	New	Special Projects Coordinator	Special Projects Coordinator	1	\$72,599	AR Small Business & Technology Development Center	ATU Small Business and Technology Development Center
16	New	Project/Program Director	Project/Program Director	1	\$84,431	AR Small Business & Technology Development Center	ATU Small Business and Technology Development Center

**Total Number of Positions** 2

### **Proposed Special Pay Plan for the Arkansas Public Service Commission**

The Arkansas General Assembly has established criteria for the implementation of special rates of pay under Act 688 of 2009. The Arkansas Public Service Commission has previously been authorized by the Arkansas General Assembly to use special entry rates for certain positions. The proposed plan incorporates the requirements of Act 688 into a professional development matrix that will enable the Agency to attract and retain qualified employees.

The major change in the current plan from previous authorization from the Arkansas General Assembly is the request to hire at the Midpoint of the Career Service Pay Plan instead of the Maximum (previously Pay Level IV).

### **Special Rates of Pay**

The Arkansas Public Service Commission requests review and approval of this proposed pay plan to implement special rates of pay for the following groups of professionals within the Agency.

The following job class codes are authorized to pay up to the midpoint salary of the Career Service Pay Plan as a starting rate of pay if the Minimum Qualifications (as determined by the Office of Personnel Management), and the additional qualifications specified below are met by the prospective candidate for the job. Additionally, incumbents in these class codes will be eligible for the salary increase as they meet the additional requirements.

#### **Utilities Division:**

##### **A046C: PSC Rate Case Analyst, Grade C121: Midpoint \$53,264**

Minimum qualifications as determined by OPM. Additionally, candidate must have a master's degree, CPA, or two years additional experience.

After the first year of service in this category the employee will be eligible for a 6% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

##### **A028C: PSC Senior Rate Case Analyst, Grade C124: Midpoint \$60,214**

Minimum qualifications as determined by OPM. Additionally, candidate must have a master's degree, CPA, or three years additional experience.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

X064C. PSC Public Utility Auditor, Grade C119: Midpoint \$49,067

Minimum qualifications as determined by OPM. Additionally, candidate must have a master's degree, CPA, or two years additional experience or be eligible to sit for the Certified Public Accountant examination.

After the first year of service in this category the employee will be eligible for a 6% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

X033C. PSC Senior Public Utility Auditor, Grade C122: Midpoint \$55,490

Minimum qualifications as determined by OPM. Additionally, candidate must have a master's degree, CPA, or three years additional experience.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

B023C. Engineer, P.E., Grade C124: Midpoint \$60,214

Minimum qualifications as determined by OPM. Additionally, candidate must have a master's degree, or three years additional experience as a professional engineer.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

G047C. Attorney Specialist, Grade C126: Midpoint \$65,324

Minimum qualifications as determined by OPM. Additionally, candidate must have two more years of experience in law.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

X078C. PSC Utilities Services Specialist, Grade C118: Midpoint \$46,730

Minimum qualifications as determined by OPM. Additionally, candidate must have an associate's degree, bachelor's degree or two years additional experience in electrical engineering, utility facility inspection or related field.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

### **Pipeline Safety Division**

#### **X048C. PSC Pipeline Safety Specialist, Grade C120: Midpoint \$51,124**

Minimum qualifications as determined by OPM. Additionally, candidate must have a bachelor's degree or two years additional experience in mechanical engineering, pipeline inspection or related field.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

#### **X144C. Corrosion Inspector, Grade C115: Midpoint \$40,367**

Minimum qualifications as determined by OPM. Additionally, candidate must have an associate's degree, bachelor's degree or two years additional experience in mechanical engineering, pipeline inspection or related field.

After the first year of service in this category the employee will be eligible for a 9% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from the department manager or Agency Director.

### **Tax Division**

#### **A095C. PSC Tax Division Valuation Analyst, Grade C113: Midpoint \$36,614**

Minimum qualifications as determined by OPM. Additionally, candidate must have an associate's degree, bachelor's degree or two years additional experience in accounting, finance, economics, property tax assessment, or related field.

After the first year of service in this category the employee will be eligible for a 6% salary increase if they receive an "Above Average" or better performance evaluation and recommendation from Tax Division Director.