



Arkansas Division of Higher Education

101 E. Capitol Avenue, Suite 300 • Little Rock, Arkansas • 72201-3827 • (501) 371-2000 • Fax (501) 371-2001

Johnny Key
Secretary

Maria Markham, Ph.D.
Director

November 29, 2022

The Honorable David Wallace, Chair
The Honorable David Hillman, Chair
Arkansas Legislative Council - Personnel Subcommittee
State Capitol Building
Little Rock, AR 72201

Dear Senator Wallace and Representative Hillman:

Arkansas State University Three Rivers (ASUTR) requests the establishment of two (2) non-classified auxiliary positions from the Higher Education Central Pool authorized by Act 763 of 2019, ACA §21-5-1415. In accordance with the provisions of the act, we are forwarding our recommendation to you for consideration.

We recommend that the following be established from the Higher Education Central Pool:

Requested

Title: Project/Program Manager
LIM - FY23: \$82,779
Salary - FY23: \$45,000 - \$60,000
Institution Match Rate % - FY23: 31%
Institution Match \$ - FY23: \$13,950 - \$18,600
Total Compensation - FY23: \$58,950 - \$78,600
Number of Positions: 2

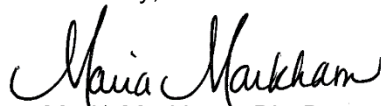
Recommendation

Title: Project/Program Manager
LIM - FY23: \$85,698
Salary - FY23: \$45,000 - \$60,000
Institution Match Rate % - FY23: 31%
Institution Match \$ - FY23: \$13,950 - \$18,600
Total Compensation - FY23: \$58,950 - \$78,600
Number of Positions: 2

These positions are requested to expand auxiliary services with the creation of a student-focused environment and developing key student life programs. This title is used at other institutions.

The Project/Program Manager positions will provide the coaching staff and support to the newly implemented ASUTR athletics program. He/she will plan, organize, lead, and direct Division II NJCAA baseball and softball programs. The Project/Program Managers will provide and maintain a safe, inclusive, productive, and effective team environment on and off the field. In addition, they will motivate student-athletes to perform on the field and in the classroom as well as provide compliance oversight and monitor academic eligibility. The Project/Program Managers will maintain a working knowledge of NJCAA and Region II rules and complete mandatory certification test. He/she will provide budgeting and oversight support to all aspects of athletic program as well as supervision to assistant coaches and other athletic program personnel.

Sincerely,


Maria Markham, Ph. D.
Director



**ARKANSAS STATE
UNIVERSITY
THREE RIVERS**

OFFICE OF THE CHANCELLOR

One College Circle

Malvern, Arkansas 72104

501.337.5000 or 800.337.0266

ASUTR.edu

November 15, 2022

Dr. Maria Markham
Director Arkansas Division of Higher Education
423 Main Street, Suite 400
Little Rock, AR 72201

RE: Request for Central Pool Positions from Central Pool

Dear Dr. Markham:

In accordance with ACA §21-5-1415, ASU Three Rivers respectfully request the following to establish two (2) Project/Program Manager positions in Auxiliary Services from the Higher Education Central Pool. These positions will be effective April 1, 2023.

Justification:

ASU Three Rivers is focused on creating a student-focused environment and developing key student life programs. This goal is achieved by expanding auxiliary services to include opportunities such as student clubs, athletics and greater dining options for students. The Project/Program Manager titles will allow management to recruit based upon labor market demand.

ASU Three Rivers appreciates your consideration in our request for approval of these Central Pool positions. Please do not hesitate to contact me with any questions concerning this matter.

Sincerely,

Steve Rook, Ed.D.
Chancellor



Division of Higher Education Non-Classified Central Pool Justification Form

Institution:	Arkansas State University Three Rivers	Date:	November 18, 2022
Requested Authorized Title:	Project/Program Manager	LIM:	\$82,779
Working Title:	Athletics	Estimated Salary Range:	\$45,000-\$60,000
Institution Match Rate %:	31%	Institution Match \$:	\$13,950-\$18,600
Total Compensation:	\$58,950-\$78,600	Number of Positions:	2

Board Approval Date:

Justification:

To provide the coaching staff and support to the newly implemented ASUTR athletics program.

Educational Requirements:

The formal education equivalent of a two-year degree. Other work-related experience may be substituted for all or part of this requirement. Preferred Bachelor's or Master's with emphasis on Education.

Experience in coaching and recruiting required.

Duties:

Plan, organize, lead, and direct Division II NJCAA baseball and softball programs which includes: recruiting, scheduling, practice and game coaching, strategy, administration, compliance, budgeting etc. Provide and maintain a safe, inclusive, productive, and effective team environment on and off the field. Motivate student-athletes to perform on the field and in the classroom. Provide compliance oversight and monitor academic eligibility. Maintain a working knowledge of NJCAA and Region II rules and complete mandatory certification test as required. Provide budgeting and oversight support to all aspects of athletic program. Provide supervision to assistant coaches and other athletic program personnel.



Division of Higher Education Non-Classified Central Pool Justification Form

Additional Information:

These positions will report to the Chancellor.

These positions will be new full-time hires.

Decision (for official use only)

Approved

Rejected

Approved with modifications

Deferred

Justifications:

Signatures (for official use only)

Institutional
Finance:

Date:

ADHE Director:

Date: