



## Arkansas Division of Higher Education

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

Jacob Oliva  
Secretary

Ken Warden, Ed.D.  
Commissioner

June 6, 2025

The Honorable Breanne Davis, Co-Chair  
The Honorable Les Warren, Co-Chair  
Arkansas Legislative Council - Personnel  
State Capitol Building  
Little Rock, AR 72201

Dear Senator Davis and Representative Warren:

The Arkansas State University System (ASU-SYS) requests the establishment of four (4) positions from the Higher Education Central Pool authorized by Act 778 of 2023, ACA §6-63-319. 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 Administrator  
**LIM - FY25:** \$102,848 - \$200,866  
**Salary - FY25:** \$190,000 - \$200,000  
**Institution Match Rate % - FY25:** 33%  
**Institution Match \$ - FY25:** \$62,700 - \$66,000  
**Total Compensation - FY25:** \$252,700 - \$266,000  
**Number of Positions:** 4

### **Recommendation**

**Title:** Project/Program Administrator  
**LIM - FY25:** \$102,848 - \$200,866  
**Salary - FY25:** \$190,000 - \$200,000  
**Institution Match Rate % - FY25:** 33%  
**Institution Match \$ - FY25:** \$62,700 - \$66,000  
**Total Compensation - FY25:** \$252,700 - \$266,000  
**Number of Positions:** 4

The positions are requested to expand the shared services initiative and to streamline services provided across the ASU-SYS. These titles are currently used at many higher education institutions.

The Project/Program Administrators will review operating policies and procedures across the ASU-SYS campuses. In addition, they will provide implementation of shared services to streamline processes. If approved by the Personnel Subcommittee of the Arkansas Legislative Council, ADHE recommends continuation in the Higher Education Central Pool authorized by Act 778 of 2023, ACA §6-63-319 to be effective through FY26.

Sincerely,

Ken Warden, Ed. D.  
Commissioner



501 Woodlane, Suite 600 | Little Rock, AR 72201 | o: 501-660-1000 | f: 501-660-1010

May 22, 2025

Dr. Ken Warden  
Arkansas Department of Higher Education  
114 East Capitol  
Little Rock, AR 72201

Dear Dr. Warden:

In accordance with Act 1065 of 2011, the Arkansas State University System respectfully requests the allocation of four (4) Project/Program Administrator positions from the Central Pool. Pursuant to the current Arkansas State University appropriation act, we request the following titles and line item maximums:

<u>Title</u>	<u>Number</u>	<u>Line Item Maximum</u>
Project/Program Administrator	4 (Pool)	\$106,139 – \$207,294

**Justification:**

These positions are intended to support and enhance shared services across the Arkansas State University System, contributing to improved efficiency and service delivery.

In addition, Arkansas State University requests approval to convert twenty (20) nine-month faculty lines to twenty (20) twelve-month faculty lines.

**Justification:**

As the College of Veterinary Medicine continues to expand its academic programming, it has become clear that instruction will be required year-round. Transitioning to twelve-month faculty positions will ensure adequate support for this continuous programming.

Thank you for your consideration and ongoing support of these requests on behalf of the ASU System Office and Arkansas State University.

Julie Bates

A handwritten signature in black ink that reads "Julie Bates". The signature is written in a cursive, flowing style.

Executive Vice President  
Arkansas State University System



## Division of Higher Education Central Pool/Surrender Pool Justification Form

<b>Institution:</b>	Arkansas State University System	<b>Date:</b>	May 16, 2025
<b>Item # of Position(s) Surrendered:</b>	0		
<b>Surrendered Title:</b>	N/A	<b>Surrendered Salary Range:</b>	N/A
<b>Date Surrendered Positions Vacated:</b>	N/A	<b>Number of Positions Surrendered:</b>	N/A
<b>Requested Authorized Title:</b>	Project Program Administrator	<b>LIM:</b>	\$102-848 - \$200,866
<b>Working Title:</b>	Executive Director	<b>Estimated Salary Range:</b>	\$190,000 - \$200,000
<b>Institution Match Rate %:</b>	33%	<b>Institution Match \$:</b>	\$62,700 - \$66,000
<b>Total Compensation:</b>	\$252,700 - \$266,000	<b>Number of Positions:</b>	4

<b>Board Approval Date:</b>	June 6, 2024
-----------------------------	--------------

### Justification:

This request is 4 (four) Project/Program Administrators into the ASU System position pool. These positions will be utilized to expand the shared services initiative and to streamline services provided across the ASU System.

### Educational Requirements:

Expected educational requirements will vary but at a minimum will reflect a Bachelor's Degree in an appropriate field and relevant work experience.



## Division of Higher Education Central Pool/Surrender Pool Justification Form

### Duties:

Review of operating policies and procedures across that System campuses, implementation of shared services to streamline processes'

### Additional Information:

NA

### Decision (for official use only)

☐

Approved

☐

Rejected

☐

Approved with modifications

☐

Deferred

### Justifications:

### Signatures (for official use only)

Institutional  
Finance:

Date:

ADHE  
Commissioner:

Date: