



Ex. H

Division of Higher Education

423 Main Street, Suite 400 • Little Rock, Arkansas • 72201-3818 • (501) 371-2000 • Fax (501) 371-2001

Johnny Key
Secretary

Maria Markham, Ph.D.
Director

January 31, 2020

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

Dear Senator Wallace and Representative Wooten:

The Division of Higher Education (DHE) submits a request from the University of Central Arkansas (UCA) for your review.

UCA has requested a special entry rate of \$45,000, which is above the midpoint of grade C115, for an exceptionally well qualified applicant for the classification Skilled Tradesman, S031C.

Mr. Stanley Small's qualifications include 22 years of Maintenance/operations experience, with the Department of Arkansas Heritage and three(3) years with UCA ADA Construction and Ground Maintenance Supervisor. He has several licenses to include master electrician #M-8715, high pressure boiler #HP-19954, CDL class B#902023521, and a contractor's license #030266816. He is also well versed in software that UCA uses, such as Wade Company, Trane and Harrison Energy Partners.

MINIMUM EDUCATION AND/OR EXPERIENCE

The formal education equivalent of a high school diploma; plus completion of required education or training along with the required license or certification in one or more of the following skilled trades listed below...Journeyman electrician according to ACA 17-308-304.

The formal education equivalent of a high school diploma; plus five years of experience in a chosen field .

APPLICANTS QUALIFICATIONS

Experience:

May 1998 – til present: Department of Arkansas Heritage, Historic Sites Manager
February 1993-May 1998, UCA, ADA Construction and Ground Maintenance Supervisor

Education:

Associates Degree, 2012, U of A Pulaski Technical College

JUSTIFICATION:

Mr. Stanley Smalls worked as the ADA Construction and Ground Maintenance Supervisor for UCA from February 1993-May 1998. He accepted a job with the Department of Arkansas Heritage in May 1998 and is looking to transfer to UCA. He also has experience in card access.

UCA is currently looking to fill the recently vacated Skilled Tradesman position. The position is vacate due to the recent retirement of Curtis Gabbard, a 20 year employee. Mr. Small has previously worked for UCA and would return to the institution with not only historical institutional knowledge but with 22 years HVAC experience and a knowledge of the software that UCA uses, such as Wade Company, Trane and Harrison Energy Partners.

UCA advertised for this position two (2) weeks and shared many times on Facebook and received only one (1) applicant.

Based on salary analysis, the Division of Higher Education recommends approval of the requested special entry rate of \$45,000 to be effective upon review of this committee.

Your consideration of this request is appreciated.

Sincerely,



Maria Markham
Director



Arkansas Department of Higher Education Special Entry Rate Exceptionally Well Qualified Applicant

University of Central Arkansas

Institution Name

099006

03 classified

Skilled Tradesman

C115

Position/Item Number

Class Code / Title *(Attach description of job duties)*

Grade

Stanley Small

47,000

45,000

Applicant's Name

Current Annual Salary

Requested Annual Salary

Applicant's Qualifications *(Please summarize. Attach Resume and completed State Job Application Form).*

Mr. Stanley Small currently works in Little Rock at the Department of Arkansas Heritage and lives in Conway. Taking this job at UCA could eliminate his traveling every day to Little Rock. Mr. Small has a master electrician license # M-8715...A high pressure boilers license # HP- 19954...A CDL Class B license # 902023521...A residential contractors license # 030266816. Mr. Small also has experience in card access and 22 years experience in HVAC controls using software that we use at UCA such as Wade Company, Trane, and Harrison Energy Partners. UCA is somewhat complex and we strive for a one to one ratio between a master electrician and a helper for safety reasons. Our workers work in electrical panels, genie lifts, scaffolding, tie in power to generators and many, many event set ups. We have this opening b/c recently UCA offered an early retirement incentive and a master electrician who worked here for the past 20 years has retired. The job was posted for two weeks and shared many times on Facebook. We only had one applicant. Most Master Electricians right now with the economy booming are busy and making 45 K to 60 K as I understand it. The job was posted on the UCA website and on Facebook. Because UCA strives for safety and no on the job injuries or deaths and because

Minimum Qualifications *(Use same description as stated on Class Specification).*

Completion of required education or training along with the required license or certification in the following skilled trades....Journeyman electrician according to ACA 17-308-304. PLUS 5 YEARS OF EXPERIENCE IN A CHOSEN FIELD. Additional requirements

Attach ADHE Special Entry Rate Applicant Summary Sheet (Applicant Not Hired)

Institution Personnel Representative <i>Heather Gillis</i>	Date <i>01/31/20</i>	
Institution Director/Chancellor <i>Houston Davis / AW</i>	Date <i>1/31/20</i>	

Arkansas Department of Higher Education - Action

Reviewed By:

ADHE Personnel Representative	Date	
Director, Arkansas Department of Higher Education	Date	