

# Rich Mountain Community College

Office of the President

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April 24, 2014

The Honorable Shane Broadway  
Arkansas Department of Higher Education  
423 Main Street, Suite 400  
Little Rock, AR 72201

RE: Request for Non-Classified Positions from Central Pool

Dear Shane:

In accordance with Section 40 of ACT 1397 of the 2013 Legislative Session, Rich Mountain Community College (RMCC) is respectfully requesting two (2) non-classified positions from the Higher Education Central Pool. One position requested is a Director of Computer Services and one position is a Coordinator of Student Recruitment.

## JUSTIFICATION

RMCC seeks to hire a Director of Computer Services in our computer services to handle the advance technical requirements necessary for our network and systems architecture. We are seeking a position that would attract an applicant with the expertise and knowledge necessary to manage a complex network. With RMCC being connected to the ARE-ON High Speed Network, students, faculty, and staff have pushed our usage to historic levels.

RMCC also seeks to hire a Coordinator of Student Recruitment for the Admissions Department. Currently, RMCC only has one employee in this department. Each year it becomes more difficult to recruit traditional and non-traditional students with only one employee in Admissions. Adding a Coordinator of Student Recruitment will allow RMCC to better target potential students in ways that we are not currently capable.

These positions are critical to the success of Rich Mountain Community College. This request for two positions comes with a tremendous amount of research and thought. We respectfully request that you approve these positions for immediate needs.

If you have any questions, please contact Morris Boydston, Chief Financial Officer at (479) 394-7622 x1500. Thank you for your consideration.

Respectfully,

A handwritten signature in black ink that reads "Phillip Wilson". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Phillip Wilson

President