



STATE OF ARKANSAS  
**Department of Finance  
and Administration**

**OFFICE OF THE DIRECTOR**  
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<http://www.state.ar.us/dfa>

November 3, 2010

Sally Carder  
President  
National Park Community College  
101 College Drive  
Hot Springs, Arkansas 71913

Dear Ms. Carder,

Based on the information presented in your correspondence, dated October 14, 2010, the following determinations have been made:

Due to the required level of travel and the responsibilities assigned, a waiver under Sec. 5, Paragraph C, of Executive Order 10-14, regarding the status designation of commuter has been granted to the following position:

President

Additionally, a waiver under Sec. 4 of Executive Order 10-14 allowing the operation of a State vehicle without either red Official Business Only license plates or official seal has been denied for the vehicle(s) assigned to the following position(s):

President

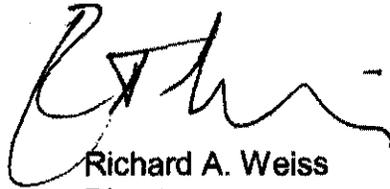
Please be aware that, under Section 4 of Executive Order 10-14, all vehicles must carry red, Official Business Only license plates and each must carry the official seal of either the State or your agency. Unless otherwise stated, this requirement applies to vehicles assigned to employees operating under a status designation of commuter.

Please also be aware that, under Section 3 of Executive Order 10-14, all vehicles not assigned to individual employees must be pooled, made available to any authorized employee and must remain on State property when not in use.

Additionally, please recall that Executive Order 10-14 requires State vehicles be used solely for purposes of official State business.

Thank you for your assistance and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Weiss', written in a cursive style.

Richard A. Weiss  
Director



101 College Drive • Hot Springs National Park, Arkansas 71913  
(501) 760-4222 • Fax (501) 760-4100 • www.npcc.edu

Office of the President

October 25, 2010

Mr. Richard Weiss, Director  
Arkansas Department of Finance and Administration  
1515 Building, Suite 400  
1515 West 7<sup>th</sup> Street  
Little Rock, AR 72201

RECEIVED  
2010 OCT 28 AM 8:22  
DFA DIRECTORS OFFICE

Dear Mr. Weiss:

I am writing this letter as my official request for an exemption or waiver from the Governor's Executive Order controlling the use of state-owned vehicles. I previously submitted my request for waiver and justification for commuter status, as attached.

One of the charges of the President of National Park Community College is to have more involvement in community activities and economic development for this area. In the fulfillment of these duties, there are numerous activities each week for which I find it necessary at various hours of day and night to attend and to represent NPCC's interests in the city and county. I frequently meet with prospective contributors and/or current contributors to the College Foundation about student scholarships and other needs for the College. As part of our Workforce Training Program, often we take representatives of prospective industry on tours of a multi-county area.

Many meetings are conducted over lunch or dinner for which I pick up the guests and take them to the destination. Our prospects and guests often do not want to ride around in a car displaying the state seal and red license plate identifying this as a state car. This can be a deterrent to a prospect feeling comfortable enough to choose our College for a contribution or for them to choose our county for a business or industrial site. When they are checking out an area, the workforce, and the training availabilities, they do not want to be seen as getting the cart before the horse in that it would appear they are bargaining with officials of the state and that would be making their identity and presence known before they are ready. The President's car, which is a Cheverolet Impala, without the state insignia on the side and with a regular white license plate would not be a cause for concern to a client not wishing to reveal too soon their identity, interest in a certain county or site, or their infrastructure needs.

October 25, 2010

Page 2

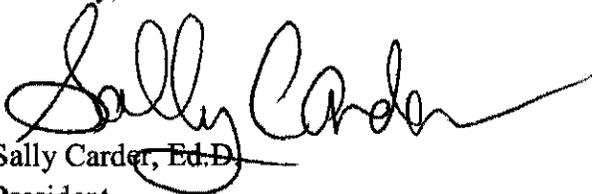
On the issue of commuting, the "home to work" and "work to home" mileage in the NPCC President's state vehicle has been reported each year as an imputed taxable fringe benefit and is charged on the President's pay stub each pay period.

In addition to the regular daily College use, the President uses the car issued to her for evening and weekend events which are for College business. Many of these meetings, some local and some out of town, entail late evening returns after the College has closed. Having the commuting privilege allows the President to go on home in a much safer manner than if she had to come in the dead of night and unlock the gates behind which the automobiles are kept, enter and trade to her car, exit the gate, get out and lock the gate, then she could go home. This could pose a safety issue because NPCC is in the county and in a more remote location than many institutions.

In summary, I request the waiver or exemption from the President's car having to bear the State's seal and license plate. And, for the President's commuter status to remain as it has been for years, that is to be able to drive from home to work and work to home with the imputed fringe charged to the President.

If you need further information, please do not hesitate to call me at 501-760-4200.

Sincerely,

A handwritten signature in black ink, appearing to read "Sally Carder", with a long horizontal flourish extending to the right.

Sally Carder, Ed.D.

President

National Park Community College

c: Jake Bleed

Request for Status Designation: Commuter

Executive Order 10-14 established Status Designations for employees whose duties require assignment to a State Vehicle. Request for the Status Designation of Commuter must be made for individual state employees. Waivers issued under Governor's Policy Directive 3 will cease to be valid after Nov. 1, 2010.

Please use this form to Request the Status Designation of Commuter for employees within your State Agency, Board or Commission who require the use of a State Vehicle to travel to and from home and whose use of a State Vehicle is as a Commuter as described by Executive Order 10-14.

Please supply the following information for each state employee to receive the Status Designation of Commuter as described under Executive Order 10-14:

1. Name of Employee:

Dr. Sally Carder

2. Position or Title of Employee:

President

3. Agency, Board or Commission:

National Park Community College

4. Year, Make and Mode of Vehicle to be Assigned:

2008 Chevrolet Impala

5. VIN Number of Vehicle to be Assigned:

2G1WB55K381273499

6. Estimated Mileage Driven on a Monthly Basis:

750 miles

7. License Plate Number of Vehicle to be Assigned:

752HLX

8. Does this vehicle have Official State License Plates:

Yes:

No:

9. If the employee has previously used a State Vehicle under a Waiver from Governor's Policy Directive 3 but no longer thinks it's necessary to use a State Vehicle in this manner, please check here:

10. Please use this space to describe the Legitimate State Business Purpose that would be met if this employee was granted a Commuter Status Designation. If additional space is needed, please add additional pages as necessary:

Employee uses the state vehicle for evening and weekend events on college business. To name a few examples: scholarship meetings such as AAUW and Dancing for the Cause, speaking engagements about the college, industry meetings for college workforce, AATYC business, AHECB meetings, Chamber of Commerce events, and other community events such as Habitat for Humanity, CASA, Graduation, Pinnings and Nursing Honors. This community college has been integrated into the community, recognized by the community, and expected to participate in community events whether day, evening, or weekends. The President has represented the college in all of these ways and the above listed events are mostly in the evening and/or on weekends.

Note: Home to work and work to home mileage using the state vehicle has been reported as an imputed taxable fringe benefit each year. That tax is charged on the President's pay stub each pay period.