



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

OFFICE OF THE DIRECTOR
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November 3, 2010

Dr. Robert L. Myers
President
Arkansas Northeastern College
P.O. Box 1109
Blytheville, AR 72316-1109

Dear Dr. Myers,

Based on the information presented in your correspondence, dated October 11, 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
Director, Physical Plant and Grounds
Vice-President for Advancement

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
Director, Physical Plant and Grounds
Vice-President for Advancement

The college has provided information that the President is currently assigned a vehicle that is not leased nor was purchased with state or public funds. This vehicle was purchased by the Arkansas Northeastern College Foundation with private funding. The use agreement between your College and the foundation requires the ownership of the vehicle to remain with the foundation, but the College licenses and insures the vehicle. Because Arkansas Northeastern College does not own the vehicle it is not subject to Executive Order 10-14. If the President is assigned a vehicle that has been purchased with state funding, the determinations in this letter will be in effect at that time.

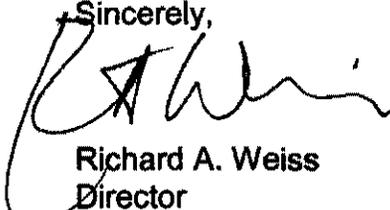
Please be aware that, under Section 4 of Executive Order 10-14, all vehicles must carry red, Official Business Only license plates and each must carry the official seal of either the State or your agency. Unless otherwise stated, this requirement applies to vehicles assigned to employees operating under 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. A. Weiss". The signature is fluid and cursive, with a large initial "R" and "W".

Richard A. Weiss
Director

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. Robert Myers

2. Position or Title of Employee:

President

3. Agency, Board or Commission:

Arkansas Northeastern College

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

2008, Lincoln MKX, SUV

5. VIN Number of Vehicle to be Assigned:

1728

6. Estimated Mileage Driven on a Monthly Basis:

1,250 miles

7. License Plate Number of Vehicle to be Assigned:

364JFZ

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:

The President's responsibilities necessitate evening meetings or other occasions several times each week. Regular trips to Little Rock, or other state destinations often embark at early hours due to distances from Blytheville and returns are late at night. Any non-business use of the vehicle is reported as personal income and tax applied. This vehicle is provided by the Board of Trustees and is purchased by the Arkansas Northeastern College Foundation for assistance in meeting fund-raising responsibilities by the President on behalf of the College. We respectfully request approval for the vehicle assigned to the President be exempt from (a) requirement for decal and red license plate, (b) requirement to park the vehicle at the College nights and weekends, and (c) requirement to pool the vehicle. This has been a component of the President's contract at Arkansas Northeastern College since 1975.

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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:

Ms. Sherri Bennett

2. Position or Title of Employee:

Vice President for Advancement

3. Agency, Board or Commission:

Arkansas Northeastern College

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

2007 Chevrolet Malibu Sedan

5. VIN Number of Vehicle to be Assigned:

4310

6. Estimated Mileage Driven on a Monthly Basis:

1,700 miles

7. License Plate Number of Vehicle to be Assigned:

765LPC

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:

As an element of the merger with Cotton Boll Technical Institute, the College Board of Trustees agreed to continue to provide the former president of the institute, who is currently a vice president with the College, with an assigned vehicle. The responsibilities of the position involve oversight of the College's off-campus programs throughout Mississippi and Greene Counties. These activities necessitate many late evening responsibilities, which include representation of the college at numerous state meetings in Little Rock requiring early morning and late evening travel. We respectfully request approval for the vehicle assigned to the Vice President for Advancement be exempt from (a) requirement for red license plate and decal, (b) requirement to park the vehicle at the College on nights and weekends, and (c) requirement to pool the vehicle.

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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:

Ralph Hill

2. Position or Title of Employee:

Director, Physical Plant and Grounds

3. Agency, Board or Commission:

Arkansas Northeastern College

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

2007 Ford 1/2 ton Pickup

5. VIN Number of Vehicle to be Assigned:

6795

6. Estimated Mileage Driven on a Monthly Basis:

900 miles

7. License Plate Number of Vehicle to be Assigned:

780HKJ

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:

The Director of Physical Plant and Grounds is required to be on call 24 hours a day, seven days a week, for maintenance problems at the College and security checks on the facilities. This includes routine and emergency situations at all sites of Arkansas Northeastern College, including four separate locations in Blytheville, one location in Burdette, one location in Leachville, one location in Osceola, and one location in Paragould. During the day, Monday through Friday, the director's entire staff has access to the pickup truck and uses it for all of the needs of physical plant and grounds keeping. The director drives the vehicle home at night and on weekends for the convenience of the College as determined by its Board of Trustees. The director frequently receives calls from the police department at his home to return to the campus and secure any of the buildings on the campus found with unlocked doors or other problems. The director has saved the state and Arkansas Northeastern College many dollars in theft, vandalism, and maintenance costs by checking on the campus seven days per week at odd hours. We respectfully request approval of the College's continued assignment of a vehicle to the Director of Physical Plant and Grounds.