

Arkansas Department of Higher Education

Personal Services Recommendations for State-Supported Institutions of Higher Education

2017-19 Biennium



Institutional Finance

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Arkansas Department of Higher Education
423 Main Street, Suite 400 Little Rock, AR 72201

**ARKANSAS PUBLIC HIGHER EDUCATION
PERSONAL SERVICES RECOMMENDATIONS
2017-2019 BIENNIUM**

This publication lists *non-classified* personal services recommendations of the Arkansas Higher Education Coordinating Board, and *classified* positions recommended by the Office of Personnel Management, Department of Finance and Administration for public institutions of higher education for the 2017-2019 biennium.

Overview of Nonclassified Recommendations

A.C.A. §6-61-209 requires the Arkansas Higher Education Coordinating Board to present a consolidated budget request from the state-supported colleges and universities to the General Assembly and the Governor prior to each regular session of the General Assembly. As part of this process, the quantity of positions, titles, and line-item maximum salaries for all non-classified administrative, academic, and auxiliary positions at each Arkansas public institution of higher education have been reviewed, and changes are recommended.

These recommendations, to be effective July 1, 2017, recognize the varying structures and sizes of institutions, while maintaining reasonable consistency among similar positions at institutions. The primary objective of the ADHE staff was to maintain relative uniformity in titles and line-item maximums for similar positions in comparable institutions, while recognizing the varying missions and structures of institutions, priorities of the new biennium, and FTE enrollment growth.

While additional positions and titles were recommended when institutions demonstrated a compelling need, ADHE staff attempted to keep the net growth at a minimum due to concerns over budget shortfalls and the expansion of state services. Salary recommendations for new positions were based on salaries for similar positions previously established at comparable Arkansas institutions.

Institutions of higher education, apart from UAMS, have 19,988 non-classified positions currently authorized. For the 2017-19 biennium, institutions requested an increase of 355 non-classified positions and the deletion of 177 non-classified positions, for a net new request of 178 positions. ADHE staff recommends a net increase of 165 non-classified positions, for a total

recommendation of 20,153 positions (a 0.8 percent increase). UAMS currently has 8,801 authorized non-classified positions and had no net new position request. ADHE staff recommends their request for a total of 8,801 non-classified positions.

Institutions' state funding is not based on the number of approved positions. Additional positions do not generate a need for new funding. If institutional growth necessitates additional positions during the year, positions may be requested from the appropriate pool.

Summaries of authorized, requested, and recommended positions for two-year and four-year institutions are shown in Table 1-A and Table 1-B. Recommended maximum salaries for selected key administrative and academic positions are shown in Table 2-A and Table 2-B.

Overview of Classified Recommendations

The Office of Personnel Management of the Department of Finance and Administration (OPM) makes budget recommendations for classified positions based on the Analysis of Personal Services requests submitted by the institutions of higher education. OPM reviews information such as number of positions requested, justification for position needs and Position Classification Questionnaires (PCQ's), outlining the duties and responsibilities of the requested positions. The recommendations are based on this review process and are reflected in the 2017-2019 recommendations.

Transaction Codes

Institutions have indicated requests for changes in currently authorized positions by entering transaction codes in the far-left column of the personal services listings included in the following pages. These transaction codes are:

- A** **additional position** of a title currently in the institution's appropriation act.
- D** **deletion** of one or more positions in a line.
- C** **classified and non-classified positions obtained from Central Pool.**
- G** in classifieds, request to change the pay grade of a classification to a higher or lower pay grade (Class upgrade or downgrade).
- IPC** interim position change (**cross/downgraded position**)
- M** **move position** from one place in the institution's appropriation to another.
- N** **new position** of a title not currently in the institution's appropriation act.
- OP** classified position obtained from pool administered by the **Office of Personnel Management.**
- P** **provisional positions** are currently authorized by local boards and reviewed by the Legislative Council under the authority of A.C.A. 6-63-305. These positions are funded by unexpected revenue sources such as federal grants, private gifts, or grants. Requests to change these to regularly authorized positions mean that future funding is from general revenue.
- Q** **transfer** position from one institution to another institution within that system
- S** **status change** of a position from classified to non-classified or from non-classified to classified.
- T** **title change** of a non-classified position from its current title to a new title not currently listed in the institution's appropriation act; the maximum salary changes only by increasing it according to the State Chief Fiscal Officer's guidelines.
- X** request for a line item salary amount, which exceeds the State Chief Fiscal Officer's guidelines.

TABLE 1-A
MAXIMUM LINE ITEM COMPARISONS FOR SELECTED
KEY POSITIONS - AHECB RECOMMENDATIONS
FOR FOUR-YEAR INSTITUTIONS: FY 2017-18

INSTITUTION	CHIEF EXECUTIVE OFFICER	CHIEF ACADEMIC OFFICER	CHIEF FISCAL OFFICER	CHIEF STUDENT OFFICER	DEAN	DEPT CHAIR	9-MONTH			
							PROFESSOR	ASSOC PROFESSOR	ASSIST PROFESSOR	INSTRUCTOR
UAF**	325,000	227,494	203,932	182,569	195,964	249,418	187,064	146,619	142,127	94,479
UALR	300,000	208,264	174,726	151,222	166,765	156,143	150,834	132,244	110,701	86,378
ASUJ	275,000	208,264	174,726	172,072	166,765	156,143	150,834	132,244	110,701	86,378
ATU	275,000	208,265	174,726	172,072	166,766	156,143	150,834	132,244	110,701	86,378
UCA	275,000	208,265	174,726	172,072	166,765	156,143	150,834	132,244	110,701	86,378
HSU	250,000	167,426	167,426	164,882	159,792	149,614	144,526	126,705	106,077	82,762
SAUM	250,000	156,141	150,726	146,200	134,899	124,209	116,106	102,590	94,484	78,270
UAM	225,000	156,141	150,726	146,200	134,899	124,209	116,106	102,590	94,484	78,270
UAPB	225,908	156,141	150,726	146,200	134,899	124,209	116,106	102,590	94,484	78,270
UAFS	225,000	180,034	167,426	164,882	134,899	149,614	144,526	126,705	106,076	82,762
UAMS*	375,000	361,990	305,927	N/A	299,302	436,020	188,888	278,850	263,640	209,000
ASU/SYS	338,075	196,489	211,897	N/A	N/A	N/A	N/A	N/A	N/A	N/A
UA/SYS	436,482	227,493	215,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*UAMS faculty salaries are for 12-month positions.

**UAF Chief Student Officer is listed as a Vice Provost

**TABLE 1-B
MAXIMUM LINE ITEM COMPARISONS FOR SELECTED
KEY POSITIONS - AHECB RECOMMENDATIONS
FOR TWO-YEAR INSTITUTIONS: FY 2017-18**

INST	CHIEF	CHIEF	CHIEF	CHIEF	DIVISION CHAIR	9-MONTH				
	EXECUTIVE OFFICER	ACADEMIC OFFICER	FISCAL OFFICER	STUDENT OFFICER		FACULTY PROFESSOR	ASSOC PROFESSOR	ASSIST PROFESSOR	INSTRUCTOR	
ANC	161,444	129,580	121,513	121,513	113,403	86,379				
ASUB	161,444	129,580	121,513	121,513	113,403		92,685	87,385	77,321	67,366
ASUMH	161,444	129,580	121,513	121,513	113,402	86,379				
ASUMS	161,444	129,580	121,513	121,513	113,403	86,379				
ASUN	161,444	129,580	121,513	121,513	113,403		92,685	87,385	77,321	67,366
BRTC	161,444	129,580	121,513	121,513	113,403	86,379				
CCCUA	161,444	129,580	121,513	121,513	113,403	86,379				
COTO	161,444	129,580	121,513	121,513	113,403	86,379				
EACC	161,444	129,580	121,513	121,513	113,403	86,379				
NAC	161,444	129,580	121,513	121,513	113,403	86,379				
NPC	161,444	129,580	121,513	121,513	113,403	86,379				
NWACC	161,444	129,580	121,513	121,513	113,403	86,379				
OZC	161,444	129,580	121,513	121,513	113,403	86,379				
PCCUA	161,444	129,580	145,523	121,513	113,403	86,379				
PTC	161,444	129,580	121,513	121,513	113,403	86,379				
RMCC	161,444	129,580	121,513	121,513	113,403	86,379				
SACC	161,444	129,580	129,580	121,513	113,403	86,379				
SAUT	161,444	129,580	121,513	121,513	113,403	86,379				
SEARK	161,444	129,580	121,513	121,513	113,403	86,379				
UACCB	161,444	129,580	121,513	121,513	113,403	86,379				
UACCH	161,444	129,580	129,580	121,513	N/A	86,379				
UACCM	161,444	129,580	121,513	121,513	113,403	86,379				

TABLE 2-A
Higher Education University Position Usage Report
(data reported as of September 15th of each Fiscal Year)

Institution	FY 2015					FY 2016					FY 2017					3 Year Average				
	Authorized in Act	Budgeted			Unbudgeted Total	Authorized in Act	Budgeted			Unbudgeted Total	Authorized in Act	Budgeted			Unbudgeted Total	Authorized in Act	Budgeted			Unbudgeted Total
		Filled	Unfilled	Total			Filled	Unfilled	Total			Filled	Unfilled	Total			Filled	Unfilled	Total	
Arkansas State University	2,145	1,840	128	1,968	177	2,251	1,871	171	2,042	209	2,271	1,853	203	2,056	215	2,222	1,855	167	2,022	200
Arkansas Tech University	1,397	1,229	65	1,294	103	1,670	1,252	85	1,337	333	1,670	1,281	153	1,434	236	1,579	1,254	101	1,355	224
Henderson State University	712	595	30	625	87	706	533	14	547	159	712	530	21	551	161	710	553	22	574	136
Southern Arkansas University	489	450	6	456	33	489	457	9	466	23	489	460	8	468	21	489	456	8	463	26
Univ. of Arkansas, Fayetteville	5,138	3,985	825	4,810	328	5,313	4,043	1,041	5,084	229	5,338	4,163	955	5,118	220	5,263	4,064	940	5,004	259
Univ. of Arkansas at Little Rock	2,296	1,846	187	2,033	263	2,302	1,936	72	2,008	294	2,302	1,840	151	1,991	311	2,300	1,874	137	2,011	289
Univ. of Arkansas- Fort Smith	1,119	881	12	893	226	1,119	728	48	776	343	1,119	720	38	758	361	1,119	776	33	809	310
Univ. of Arkansas for Medical Sciences	11,741	9,066	217	9,283	2,458	11,741	9,008	434	9,442	2,299	11,741	9,001	53	9,054	2,687	11,741	9,025	235	9,260	2,481
Univ. of Arkansas at Monticello	635	461	10	471	164	640	475	13	488	152	640	475	9	484	156	638	470	11	481	157
Univ. of Arkansas at Pine Bluff	914	619	24	643	271	871	598	36	634	237	870	618	29	647	223	885	612	30	641	244
Univ. of Arkansas System & Var. Div.	2,267	1,572	308	1,880	387	2,278	1,549	417	1,966	312	2,278	1,534	367	1,901	377	2,274	1,552	364	1,916	359
University of Central Arkansas	2,234	1,765	48	1,813	421	2,256	1,797	57	1,854	402	2,253	1,798	455	2,253	0	2,248	1,787	187	1,973	274

TABLE 2-B
Higher Education Two-Year College Position Usage Report
(data reported as of September 15th of each Fiscal Year)

Institution	FY 2015					FY 2016					FY 2017					3 Year Average				
	Authorized in Act	Budgeted			Unbudgeted Total	Authorized in Act	Budgeted			Unbudgeted Total	Authorized in Act	Budgeted			Unbudgeted Total	Authorized in Act	Budgeted			Unbudgeted Total
		Filled	Unfilled	Total			Filled	Unfilled	Total			Filled	Unfilled	Total			Filled	Unfilled	Total	
Arkansas Northeastern College	312	141	9	150	162	312	135	7	142	170	312	132	4	136	176	312	136	7	143	169
Arkansas State Univ. - Beebe	579	402	7	409	170	579	363	42	405	174	579	362	48	410	169	579	376	32	408	171
Arkansas State Univ. Mid-South	311	200	7	207	104	316	212	3	215	101	316	191	8	199	117	314	201	6	207	107
Arkansas State Univ. - Mtn. Home	173	150	5	155	18	187	152	4	156	31	188	145	4	149	39	183	149	4	153	29
Arkansas State Univ. - Newport	304	151	3	154	150	304	239	3	242	62	304	238	5	243	61	304	209	4	213	91
Black River Technical College	307	270	5	275	32	313	272	6	278	35	313	276	4	280	33	311	273	5	278	33
College of the Ouachitas	194	164	6	170	24	224	167	22	189	35	224	153	33	186	38	214	161	20	182	32
Cossatot Community College UofA	216	186	1	187	29	235	191	2	193	42	235	193	0	193	42	229	190	1	191	38
East Arkansas Community College	308	183	59	242	66	308	166	70	236	72	308	171	67	238	70	308	173	65	239	69
North Arkansas College	411	264	21	285	126	408	258	13	271	137	408	254	9	263	145	409	259	14	273	136
National Park College	390	351	6	357	33	390	325	7	332	58	384	304	6	310	74	388	327	6	333	55
Northwest Arkansas Comm. College	1,061	694	27	721	340	1,064	667	33	700	364	1,064	636	19	655	409	1,063	666	26	692	371
Ozarka College	219	179	14	193	26	219	161	28	189	30	219	153	27	180	39	219	164	23	187	32
Phillips Community College UofA	325	216	99	315	10	325	201	98	299	26	325	195	103	298	27	325	204	100	304	21
Pulaski Technical College	998	652	250	902	96	998	554	344	898	100	998	568	330	898	100	998	591	308	899	99
Rich Mountain Community College	130	92	7	99	31	133	87	13	100	33	133	82	18	100	33	132	87	13	100	32
South Arkansas Community College	330	194	5	199	131	330	187	6	193	137	330	173	5	178	152	330	185	5	190	140
Southern Arkansas University -Tech	328	265	7	272	56	329	254	7	261	68	329	255	5	260	69	329	258	6	264	64
Southeast Arkansas Comm. College	358	169	189	358	0	358	180	178	358	0	358	183	175	358	0	358	177	181	358	0
UA Community College- Batesville	272	143	3	146	126	272	142	2	144	128	272	142	3	145	127	272	142	3	145	127
UA Community College- Hope	209	138	6	144	65	212	145	9	154	58	212	154	3	157	55	211	146	6	152	59
UA Community College- Morrilton	299	192	107	299	0	299	189	110	299	0	300	160	140	300	0	299	180	119	299	0