



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

**OFFICE OF THE DIRECTOR**  
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November 3, 2010

Deborah Frazier  
Chancellor  
University of Arkansas Community College at Batesville  
P.O. Box 3350  
Batesville, AR 72503-3350

Dear Ms. Frazier,

Based on the information presented in your correspondence, dated October 7, 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:

Chancellor

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 granted with the conditions state below for the vehicle(s) assigned to the following position(s):

Chancellor

Note: Specialized license plate 'UACCB' with the standard red background and 'Official Business Only'. No side seal on the leased vehicle will be required.

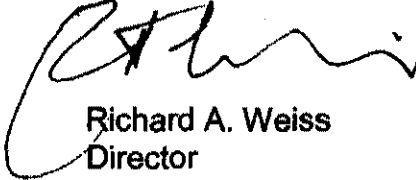
Please be aware that, under Section 4 of Executive Order 10-14, all vehicles must carry red, Official Business Only license plates and each must carry the official seal of either the State or your agency. Unless otherwise stated, this requirement applies to vehicles assigned to employees operating under 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', with a large, sweeping initial 'R' that loops around the first part of the name.

Richard A. Weiss  
Director

# UACCB

0168

October 13, 2010

Mr. Jake Bleed  
Arkansas Dept. of Finance & Adm.  
1515 Building, Suite 400  
1515 West 7<sup>th</sup> Street  
Little Rock, AR 72201

Dear Mr. Bleed:

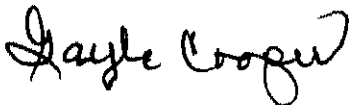
In answer to your request regarding Executive Order 10-14, I am requesting a waiver for one vehicle assigned to the Chancellor of the University of Arkansas Community College at Batesville (UACCB).

The responsibilities of the Chancellor require that she perform a significant amount of official business travel. Her requirements are to attend a vast variety of meetings and official functions on behalf of UACCB. These requirements include meetings such as University of Arkansas Board Meetings, coordination visits with state agencies in Little Rock and throughout the state, visits to other college campuses, and visits with community business leaders. Her travel itinerary frequently requires her to depart early in the morning and return well into the night. Often, overnight stays and weekend travel are involved.

I am requesting your approval for a white license plate for her designated vehicle. That vehicle is currently a 2010 Dodge Journey (VIN: 3D4PG5FV2AT102627) which we lease from a local dealership. Please note that the leased vehicles are replaced by the dealer when the mileage reaches a certain point. The license plate number is "UACCB". I understand that this white plate will be required to be displayed on the leased vehicle at all times.

If you have any questions, please contact me at (870) 612-2004. I appreciate your consideration of this request.

Sincerely,



Gayle Cooper  
Vice Chancellor for Finance and Administration

GC/jjr

University of Arkansas Community College at Batesville

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:

Deborah Frazier

2. Position or Title of Employee:

Chancellor

3. Agency, Board or Commission:

University of Arkansas Community College at  
Batesville

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

2010, Dodge Journey

5. VIN Number of Vehicle to be Assigned:

3D4PG5FV2AT102627

6. Estimated Mileage Driven on a Monthly Basis:

1,200

7. License Plate Number of Vehicle to be Assigned:

UACCB

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 only vehicle that is used by an individual is a leased vehicle which is assigned to our Chancellor. However, the vehicle may be used by other employees if a pool vehicle is not available. The vehicle is parked at the Chancellor's home overnight and is used for transportation to and from work each day. Many meetings require attendance by the Chancellor. This vehicle is used for transportation to various meetings and appointments, both local and in-state. Campus activities held at nights and weekends require the Chancellor to attend. Sometimes unscheduled events or meetings also require the Chancellor to attend. The request for meetings and training sessions are necessary for the Chancellor to be updated and informed about state policy and educational requirements to keep the school in compliance with state and federal laws. Legislative contacts must be made, especially during a Legislative Session, to maintain current funding levels.

These are some of the uses that require a chancellor to have a state vehicle available to them at all times. It must be noted that the usage of this vehicle is assigned as a benefit to the Chancellor and is included on her W-2 form for the IRS. Taxes are paid on mileage and appraised value of the vehicle as determined by the Internal Revenue Service guidelines.