



## Arkansas Department of Higher Education

114 East Capitol • Little Rock, Arkansas • 72201-3818 • (501) 324-9300 • Fax (501) 324-9308

November 18, 1991

Mr. George McClure, Jr.  
Chairman, Board of Trustees  
Ouachita Technical College  
P. O. Box 816  
Malvern, AR 72104

Dear Mr. McClure:

Ms. Wyonne Swafford of the Vo-Tech Division of the Arkansas Department of Education recently called me to express concern that the JTPA position at Ouachita Technical College had not been filled. She stated that a few of the JTPA administrators across the state were concerned that services were not being provided to students at Ouachita Technical College.

This is my understanding of this situation: Ms. Crownover held the position in question and resigned when her husband was named to the Ouachita Technical College Board of Trustees. An applicant for the position vacated by Ms. Crownover has challenged the process used by OTC to fill the position. The position is still vacant and it is likely that the Board will start a new search.

I have been informed that Ms. Crownover, the person who formerly held the JTPA position, has been helping the College on a volunteer basis. The question arises whether the College can employ Ms. Crownover on a part-time basis until the position is filled. It appears to me that Ms. Crownover could be employed by OTC provided the situation is an emergency, no other qualified person is available, and if the employment is both part-time and temporary.

Sincerely yours,

A handwritten signature in cursive script, reading "Mary Beth Sudduth".

Mary Beth Sudduth  
Assistant Director for  
Policies and Programs



## Arkansas Department of Higher Education

114 East Capitol • Little Rock, Arkansas • 72201-3818 • (501) 324-9300 • Fax (501) 324-9308

Diane Suitt Gilleland  
Director

November 15, 1991

Mr. George McClure, Jr.  
Chairman, Board of Trustees  
Ouachita Technical College  
P. O. Box 816  
Malvern, AR 72104

Dear Mr. McClure:

This is in response to your letter dated November 6, 1991, in which you expressed concerns related to questions raised by an unsuccessful applicant for a position at the Ouachita Technical College.

It is my understanding that the process for filling the position in question was initiated prior to the appointment of a local board for Ouachita Technical College. If the board has serious concerns about the process used, the board might consider readvertising the position and starting a new search. This would not violate the rights of any applicant inasmuch as the position has not been filled. If the board chooses this course, each person who applied under the old search should be notified and given the opportunity to reapply.

Guidelines for filling a classified position may be obtained from the state Office of Personnel Management. If the position is nonclassified, I will be glad to assist you in developing a process which will comply with state and federal law. I am available to meet with your board or college officials should you need this assistance.

If your board believes that the services of an attorney are necessary on a regular basis, it might consider retaining a

H.D. Luck, Chair  
Arkadelphia

Robert Cabe, Vice Chair  
Little Rock

Pat Gray, Secretary  
Little Rock

Clifton G. Roaf  
Pine Bluff

Perrin Jones  
Searcy

Woody Freeman  
Jonesboro

Dan Pierce  
Jonesboro

Kemal Kutait  
Fort Smith

David Dubbell  
Fayetteville

Roy Ledbetter  
East Camden

Georgia Elrod  
Siloam Springs

Curt Bradbury  
Little Rock


Jerry Maulden  
Little Rock

Mr. George McClure, Jr.  
November 15, 1991  
Page 2

local attorney. If this is the decision of your board, it will be necessary to execute a professional services contract and submit it to the State for approval. The agreement will also have to be approved by the Attorney General. The Attorney General can also provide legal advice at your request.

Please call me if you have any questions or need further information.

Sincerely yours,

A handwritten signature in cursive script that reads "Mary Beth Sudduth". The signature is written in dark ink and is positioned below the "Sincerely yours," line.

Mary Beth Sudduth  
Assistant Director for  
Policies and Programs



## Ouachita Technical College

Post Office Box 816  
Malvern, AR 72104  
(501) 332-3658  
Earl A. Clevenger, Director

Arkansas Department of Higher Education

November 6, 1991

Mary Beth Suddeth  
Assistant Director for Policies and Programs  
Arkansas Department of Higher Education  
114 East Capitol  
Little Rock, AR 72201-3818

Dear Ms. Suddeth:

At the initial board meeting of Ouachita Technical College Mrs. Carolyn Rodgers appeared to voice her grievances concerning the hiring procedures followed during her recent job application with this school. As we are a new board and unfamiliar with both this case and the State Department's policies in general, we would like to refer this case to you for your assistance.

I am enclosing a list of questions that Mrs. Rodgers posed to the board. They are handwritten and you may need some interpretation. Earl Clevenger can explain what is meant by many of her handwritten questions. We told Mrs. Rodgers that we did not know the answers to her questions but that we would try to respond to them as soon as possible. At this point, we need guidance from your office as to both the proper legal and procedural steps to take. I understand that you have visited with Mrs. Rogers concerning this issue previously and probably know more about it than I do. Would you please help us respond in the proper legal manner to these questions so that we may avoid liability and adverse publicity. I am especially concerned about the issues involving discrimination against the disabled.

Our next board meeting is scheduled for November 26, 1991. It would be helpful if we could respond to Mrs. Rogers by this time. I appreciate your help in this matter as we do not yet have our own legal counsel.

Sincerely,

George McClure, Jr.  
Chairman of the Board

GM:nw

Enclosure



## Ouachita Technical College

Post Office Box 816  
Malvern, AR 72104  
(501) 332-3658  
Earl A. Clevenger, Director

Arkansas Department of Higher Education

November 6, 1991

Carolyn Rodgers  
Rt. 7, Box 276  
Malvern, AR 72104

Dear Ms. Rodgers:

I would like to thank you for appearing before the Board of Trustees of Ouachita Technical College to voice your concerns about your job interview with this school.

We are referring your questions to the State Board of Higher Education and will report their findings to you as soon as possible.

Sincerely,

George McClure, Jr.  
Chairman of the Board

GM:nw