

**STATE BOARD OF COMMUNITY COLLEGES**  
**Strategic Planning Committee Charter**

**I. Background**

The State Board of Community Colleges (State Board) derives its authority from Chapter 115D of the North Carolina General Statutes and the State Board of Community Colleges Code (the Code). The structure of the State Board standing committees is defined by the Bylaws of the State Board.

The Strategic Planning Committee was established on July 9, 2009.

**II. Purpose**

The purpose of the Strategic Planning Committee is to provide oversight of the North Carolina Community College System's mission, vision, and strategic direction.

**III. Organization**

The Strategic Planning Committee shall be a standing committee of the State Board. Per Article II of the Bylaws of the State Board, the Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the Chair of the State Board.

**IV. Meetings**

Per G.S. 115D 2.2(i) The State Board shall meet at stated times established by the State Board, but not less frequently than eight times a year. The Strategic Planning Committee shall meet on the same schedule as the other standing committees or as needed, but no less than four times a year, as determined by the State Board.

**V. Responsibilities**

The responsibilities of the Strategic Planning Committee include:

- Oversight of System strategic planning and plan implementation
- Reviewing research and monitoring external forces and System competencies
- Providing general guidance to the System regarding its strategic direction and initiatives
- Ensuring that the System Office is working with private , government, community, and, philanthropic partners to pursue resources that can support the work of the System strategic plan

**VI. Duties**

The specific duties of the Strategic Planning Committee shall include:

- Ensuring that the President maintains an effective strategic planning process, including the development and updating of a three- to five-year System strategic plan with measurable goals and metrics
- Monitoring the System's progress with strategic plan implementation, including quarterly reviews of strategic plan tactics and progress and periodic review of progress on key performance indicators
- Recommending modifications to the strategic plan to the State Board as needed based on changes in the educational environment, community needs, legislative environment, and other factors
- Reviewing research, trends, and workforce needs to understand the NCCCS's industry, market, community, and core competencies
- Discussing policy issues and other opportunities to improve the scope, cost-effectiveness, quality, and impact of services provided by the NCCCS and making recommendations to the State Board
- Reviewing and approving the Statewide Performance Measures Report and any substantive changes that may be made to strategic plan goals or objectives, Statewide Performance Measures, or other strategic plan Key Performance Indicators (KPIs)
- **Monitoring the System's progress with securing grants and other external funds that support the System's mission and strategic plan**
- **Facilitating cross-functional collaboration across department within the System Office to ensure alignment with private, government, community, and philanthropic partners in pursuit of resources that can support the work of the System strategic plan**

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee will have oversight of the relevant elements of the strategic plan and the annual operating plan.

The Committee should annually review and assess the adequacy of the Strategic Planning Committee Charter in accordance with the Bylaws.