



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

February 21, 2000

DEADLINES: March 16 and
March 20

MEMORANDUM

TO: Presidents, Business Officers,
System Administrators, and
Business Office Support Staff

FROM: Kennon D. Briggs
Vice President for Business and Finance

SUBJECT: Community College Business and Finance Conference
April 17-19, 2000
Holiday Inn Four Seasons - Greensboro, NC

The Community College System's Business and Finance Division extends an invitation to you to attend the 32nd Annual Community College Business and Finance Conference, April 17-19, 2000, at the Holiday Inn Four Seasons (Sheraton Four Seasons effective April 1, 2000). This year's conference will again encompass the IIPS finance meeting.

The attached tentative agenda indicates that all three days contain vital information and you should make plans to attend all sessions. You should note that the meeting will begin with a business officers, controllers/bookkeepers, and system administrators session on Monday, April 17 from 1:30 p.m. until 4:00 p.m.

The attached registration form should be completed and returned to the attention of Mrs. Myra Davis in this office by March 20. Included in the registration fee are breaks, the Tuesday banquet, and the Wednesday breakfast. The registration fee will entitle participants to attend all conference functions.

CC00-046
Paper Copy and
E-Mail

Presidents
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In keeping with a request from the Association of Community College Business Officials (ACCBO) and the Institutional Information Processing System (IIPS) Users Group, the spring meetings will be held the morning of April 19 following the breakfast.

Reservations can be made by calling Holiday Inn Reservations at 1-800-242-6556. When making reservations, please identify yourself as a participant of the Community College Business and Finance Conference. Room rates are \$101.00 plus tax, regardless of the number of occupants per room. All rooms not booked by March 16, 2000, will be released to the general public.

If you have any questions concerning the conference, please contact Mr. Larry Morgan in this office (919/733-7051, Extension 208).

KB/jmh

Attachments

COMMUNITY COLLEGE BUSINESS AND FINANCE CONFERENCE

CONFERENCE REGISTRATION FORM

April 17-19, 2000

Holiday Inn Four Seasons
Joseph S. Koury Convention Center
Greensboro, NC 27407

REGISTRATION FEE PER ATTENDEE:

Specify Number (_____) @ \$60.00 = \$ _____

Registration Fee Includes:

Breaks, Banquet on Tuesday – April 18, 2000 and
Breakfast on Wednesday – April 19, 2000

In order to meet obligations to the hotel, all conference participants must register and pay the total registration fee. This fee will entitle you to full participation in all conference activities.

Name	College

PLEASE NOTE THE NUMBER OF PARTICIPANTS ATTENDING THE BREAKFAST AND THE BANQUET – BREAKFAST _____; BANQUET _____

Make check payable to **North Carolina Community College System** and mail to:

North Carolina Community College System
Attention: Mrs. Myra Davis
5014 Mail Service Center
Raleigh, NC 27699-5014

Your registration package should be mailed to reach us no later than **MARCH 20, 2000!**

COMMUNITY COLLEGE BUSINESS AND FINANCE CONFERENCE

April 17-19, 2000

Tentative Agenda

Monday, April 17

- 1:00 p.m. - 5:00 p.m. Registration
- 1:30 p.m. - 4:00 p.m. Business Officers
- Training for the Future
- 1:30 p.m. - 4:00 p.m. System Administrators
- 1:30 p.m. – 4:00 p.m. Controllers/Bookkeepers
- Year-End Close-Out

Tuesday, April 18

- 8:00 a.m. - 9:00 a.m. Registration
- 9:00 a.m. - Noon General Session
- Performance-Based Funding
 - Information Systems for the Future
- Noon - 1:30 p.m. Lunch (On Your Own)
- 1:30 p.m. - 4:30 p.m. Session Topics
- Office of the State Controller – CAFR Reporting
- Schedule of Federal Expenditures
 - Other OSC Issues
 - Roundtable Discussion – GASB 34
 - Financial Aid
 - Formula Simplification/Changes to the Chart of Accounts

Division of Purchase and Contract – Purchasing Update

- Procurement of Information Technology Assets

System Administrators

7:00 p.m. - 9:00 p.m. Banquet

Wednesday, April 19

7:45 a.m. - 8:45 a.m. ACCBO/IIPS Breakfast

8:45 a.m. - 9:15 a.m. ACCBO Business Meeting

8:45 a.m. - 9:15 a.m. IIPS Business Meeting

9:15 a.m. - 9:30 a.m. Break

9:30 a.m. - 11:30 a.m. Break-Out Sessions

➤ Business Officers

- Expansion Budget – FY 2001-03
- HB 275
- Legislative Issues Funding Study
- 2 Percent Budget Transfers

➤ Controllers/Bookkeepers

- Automated Receipts Process
- Special Projects (Close-Out)
- Budget Transfers

➤ Computer System Administrators

- System Office Update

➤ Equipment Coordinators/Purchasing Officers

- Purchase and Contract
- System Office Update

11:30 a.m. Adjourn