STATE BOARD OF COMMUNITY COLLEGES
Review of Finance Committee Charter

I. Background

The State Board of Community Colleges derives its authority from North Carolina General Statutes Chapter 115D and the State Board of Community Colleges Code (SBCCC). The Finance Committee has been part of the State Board of Community Colleges since the creation of the Community College System within the State Board of Education in 1963.

II. Purpose

The purpose of the Finance Committee is to oversee fiscal policies and the distribution of State and federal funds that support the administration and operation of institutions within the North Carolina Community College System.

III. Organization

The Finance Committee shall be a standing committee of the State Board of Community Colleges. 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.

IV. Meetings

Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Finance Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities

The responsibilities of the Finance Committee shall be:

- To ensure that the System Office and the Community Colleges have in place processes and procedures that assess the following areas:
    - Budgeting – general administration, instructional services, and support services;
    - Collection of established tuition and fees within the policies established by the General Assembly;
    - Fiscal Policy and Management;
    - Capital Improvements and management of the State capital funds
- To understand the allocation process utilized by the System Office to distribute funding to the Community Colleges.
- To ensure that appropriate fiscal information to make well-informed decisions is received; and
- To report to the full State Board on fiscal matters an on-going basis.

VI. Duties

The specific duties of the Finance Committee shall include:

- Budgeting
  - Per G.S. 115D-31, the State Board of Community Colleges is responsible for providing funds to support current operating expenses for general administration, instructional services, and support services. The State Board is also responsible for providing funds for equipment for administrative and instructional purposes and library books;
  - Approve the System's expansion budget request and supports its adoption by the General Assembly;
  - Approve budget allocations to colleges, either via formula basis, competitive Request for Proposal (RFP), or other rationale, except as delegated by 1H SBCCC 200.1(b);
- Tuition and Fees
  - Establish curriculum tuition and continuing education registration fee rates;
  - Establish policies regarding student tuition and fees;
  - Monitor receipt collections;
  - Adopt financial aid award schedules and policies;
- Fiscal Policy and Management
  - Adopt budget and fiscal policies consistent with legislation;
  - Approve System Office contracts in excess of the amounts delegated 1A SBCCC 200.6;
  - Per G.S. 115D-58.14, the State Board may increase or decrease a college's purchasing delegation, in consultation with the Department of Administration. The maximum delegation amount is $100,000.
- Capital Improvements
  - Approve sites and capital improvement projects under G.S. 115D-5, except as delegated by 1H SBCCC 400.4;
  - Approve the sale, exchange, or lease of property under G.S. 115D-15;
  - Approve the acquisition of property under G.S. 115D-20
  - Approve special construction delegation to colleges under G.S. 115D-9.

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

The Committee should periodically review and assess the adequacy of the Finance Committee Charter.