

**STRATEGIC PLANNING COMMITTEE CHARTER**  
NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

**I. Background**

The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and Title 23 of the North Carolina Administrative Code. The Strategic Planning Committee was established on July 9, 2009.

**II. Purpose**

The purpose of the Strategic Planning Committee is to assist the State Board of Community Colleges (SBCC) with its responsibilities for 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 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. In addition, the Chair shall appoint a non-voting representative of the North Carolina Association of Community College Presidents and a non-voting representative of the North Carolina Association of Community College Trustees to the committee upon the recommendation of the presiding officer of each association. The membership of the committee may be rotated biennially at the discretion of the State Board Chair.

**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 Strategic Planning Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

**V. Responsibilities**

The responsibilities of the Strategic Planning Committee include:

- Understanding the organization's industry, market/community, and core competencies. Keeping up-to-date on educational trends, workforce needs, advances in technology and other opportunities to improve the scope, cost effectiveness, and quality of services provided by the System.
- Helping management identify critical strategic issues facing our System, including risks and opportunities.
- Ensuring management has established an effective strategic planning process, including development of a three- to five-year strategic plan with measurable goals and metrics.
- Ensuring that the strategic planning process includes stakeholder input and an implementation process.
- Monitoring the System's performance against measurable targets or progress points.

- Annually reviewing the strategic plan and recommending modifications to the full board as needed based on changes in the educational environment, community needs, legislative developments, and other factors.
- Reviewing strategic plans of partner organizations to assure that the System's strategic plan aligns, where appropriate.

**VI. Duties**

Committee staff will provide the committee with the following reports:

- Progress on strategic plan implementation.
- Bi-annual environmental assessment/educational trends summary.
- Workforce needs assessment.
- Competitor/partner assessment.
- Operational and financial assessment.
- Summaries of stakeholder input (e.g., surveys of stakeholder perceptions).

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