



**State Board of Community Colleges Code
Title 1 – COMMUNITY COLLEGES**

CHAPTER B. COLLEGE OPERATIONS

~~1B SBCCC 400.4 PROVISION OF INFORMATION TO THE SYSTEM OFFICE~~

- (a) ~~Purpose. To ensure the quality of educational programs, to promote the systematic meeting of educational needs of the State, and to provide for the equitable distribution of State and federal funds to the several institutions, the State Board must have timely access to accurate data that is comparable across institutions. The purpose of this policy is to establish rules governing the consistent collection and reporting of data to fulfill reporting requirements, assess compliance, and to evaluate education programs.~~
- (b) ~~Annual Reporting Plan. No later than May 1st of each year, the System Office shall publish the Annual Reporting Plan for the upcoming fiscal year. This plan shall include a list of information requirements, associated deadlines, and a description of how the System Office will use the information. If a requirement involves transmission of raw data, the plan shall also include an appendix listing the data elements collected. The System Office may amend the plan, as needed, provided colleges are provided notice of at least 20 business days for any newly added requirement.~~
- (c) ~~Data Governance Committee.~~
- (1) ~~The Data Governance Committee shall approve definitions for data elements used throughout the North Carolina Community College System (NCCCS) and identify issues the System Office should consider when determining an effective date for implementation. Once the System Office determines an implementation effective date, the definition and effective date shall be published in the NCCCS Data Dictionary published on the NCCCS website. The Data Governance Committee may also provide recommendations on data entry processes and other best practices that promote data quality. The System Office shall provide guidance to colleges on definition implementation.~~
- (2) ~~The Data Governance Committee shall be composed of the following members, each of whom shall serve for a three-year term:~~
- (A) ~~One College President, who will serve as Chair, appointed by the President of the North Carolina Association of Community College Presidents (NCACCP).~~

- ~~(B) One Instructional Administrator appointed by the President of the North Carolina Association of Community College Instructional Administrators (NCACCIA).~~
- ~~(C) One Continuing Education Administrator and one Basic Skills Director appointed by the President of the North Carolina Community College Adult Educators Association (NCAEA).~~
- ~~(D) One Student Development Administrator appointed by the President of the Student Development Administrators Association (NCSDAA).~~
- ~~(E) One Chief Financial Officer appointed by the North Carolina Association of Community College Business Officers (ACCBO).~~
- ~~(F) Three Institutional Research/Institutional Effectiveness Officers appointed by the Community College Planning and Research Organization (CCPRO).~~
- ~~(G) One Chief Information Officer appointed by the Chief Information Officer Association (CIOA).~~
- ~~(H) One representative appointed by the Institutional Information Processing System Users Group (IIPS).~~
- ~~(I) The designee of the North Carolina Community College System President.~~
- ~~(J) A designee from each System Office division appointed by the division Vice President.~~

~~Current members serving on the Data Governance Committee as of the effective date of this rule shall serve the remainder of their terms. Thereafter, as terms expire, or when a vacancy occurs prior to the expiration of a term, members of the Data Governance Committee shall be appointed in accordance with this rule.~~

- ~~(3) Excluding System Office designees, no member of the Data Governance Committee, shall serve more than two consecutive terms of three years on the Committee. This limitation does not prohibit an individual from serving future terms after a period of non-service of at least one year.~~
- ~~(4) The Data Governance Committee shall notify colleges of proposed data element definitions and shall provide for a period of no less than 10 business days from the date of notification during which colleges may provide comments on the proposed data element definitions.~~

Title I, Chapter B, Subchapter 400, Section .4 is proposed for repeal as follows:

1 ~~(d) Reports. The trustees and the president of each college are responsible for~~
2 ~~ensuring information outlined in the Annual Reporting Plan and any ad hoc~~
3 ~~information requirements requested by the System Office are provided in a timely~~
4 ~~manner and in the format prescribed by the System President. Required data~~
5 ~~elements shall conform with the NCCCS Data Dictionary, where applicable.~~

6 ~~(e) Reporting Accountability. The System Office shall provide annually to each college~~
7 ~~president a summary of the college's compliance with this rule for information~~
8 ~~requirements on the Annual Reporting Plan. The summary shall include whether~~
9 ~~information was complete, conformed to the definitions in the NCCCS Data~~
10 ~~Dictionary (if applicable), and provided by the deadline. The System Office shall~~
11 ~~provide implementation assistance to colleges struggling with compliance. Refusal~~
12 ~~to provide information in accordance with the Annual Reporting Plan or failure to~~
13 ~~remedy a multi-year pattern of submitting late, incomplete, or non-conforming~~
14 ~~information shall constitute non-compliance under 1H SBCCC 200.2(a)(4).~~

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16 *History Note: Authority G.S. 115D-5;*

17 *Eff. [October 1, 2018](#)*

18 *Repealed Eff:*

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