

**North Carolina Community College System  
Annual Reporting Plan 2025-2026**

| Date                  | Title                                                                    | Description                                                                                                                                                                                                                            | Program Lead 1     | Program Lead 2     | Requiring Authority                                                                                 | Person Confirming | How Information Is Used                                                                                                                                                                                                                                                                                                                 |
|-----------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|-----------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>JULY 2025</b>      |                                                                          |                                                                                                                                                                                                                                        |                    |                    |                                                                                                     |                   |                                                                                                                                                                                                                                                                                                                                         |
| July 7, 2025          | June 112 Budget and Expense Report                                       | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                              | Candid Carrington  | Stephanie Fisher   | State Treasurer                                                                                     | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 colleges' State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                                                |
| July 15, 2025         | June Graduation Data Extract                                             | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                     | Lisa Eads          |                    | State Board of Community Colleges System Office                                                     | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                                |
| July 18, 2025         | Customized Training Year-End Report                                      | Year-end Customized Training Program project trainee data submitted by each of the 58 community colleges' Customized Training Directors.                                                                                               | Anita Gonsiorowski |                    | Joint Legislative Education Oversight Committee [G.S. 115D-5-1 (e)(f)]                              | John Loyack       | Year-end project trainee data submitted by the colleges is used to develop the Customized Training Program Annual Expenditures Report, which is required by legislature.                                                                                                                                                                |
| July 25, 2025         | Capital Improvement Funds Expended or Obligated (Capital Data)           | Totals for each college of Local Dollars, State Dollars, Vo-Ed Dollars, Other Federal Funds = Combined Total. These totals are pulled together by pulling from the College updated NCCCS 3-5 form due annually, mid-July/first-August. | Angela Dorman      |                    | This combined report is provided to the State Board of Community Colleges and the General Assembly. | Lynne Gilbert     | Capital Improvement Data from establishment of college Spreadsheet with the following tabs (Description) Historical Summary of Capital Improvements since the inception of the college, which includes new and RR Projects, Annual Survey Increases, and property transactions.<br>Result:<br>To capture the colleges OVERMATCH credit. |
| <b>AUGUST 2025</b>    |                                                                          |                                                                                                                                                                                                                                        |                    |                    |                                                                                                     |                   |                                                                                                                                                                                                                                                                                                                                         |
| August 4, 2025        | Small Business Center Network Annual Report                              | This annual report captures the performance and economic impact data of the 58 Small Business Centers. It includes budget expenditures, goals, business success stories and excellence awards narratives.                              | Anne Shaw          |                    | State Board of Community Colleges System Office                                                     | Mark Hagenbuch    | To track compliance, report outcomes and performance, and provide data for performance funding.                                                                                                                                                                                                                                         |
| August 7, 2025        | July 112 Budget and Expense Report                                       | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                              | Candid Carrington  | Stephanie Fisher   | State Treasurer                                                                                     | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                                                  |
| August 15, 2025       | July Graduation Data Extract                                             | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                     | Lisa Eads          |                    | State Board of Community Colleges System Office                                                     | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                                |
| August 19, 2025       | Voluntary Shared Leave Report                                            | Total hours of vacation and sick leave donated and received at the college under the voluntary shared leave policy and the total cost of the vacation and sick leave donated and received.                                             | Kelli Reale        |                    | OSHR under GS 126-8.3(c)                                                                            | Kelli Reale       | To determine the costs associated with the voluntary shared leave policy.                                                                                                                                                                                                                                                               |
| <b>SEPTEMBER 2025</b> |                                                                          |                                                                                                                                                                                                                                        |                    |                    |                                                                                                     |                   |                                                                                                                                                                                                                                                                                                                                         |
| September 4, 2025     | Summer Continuing Education Institutional Class Report                   | This report is used to transmit summary data regarding student membership hours in Workforce Development and Continuing Education courses as well as College and Career Readiness courses.                                             | Andrew Gardner     | Stephanie Fisher   | State Board of Community Colleges System Office                                                     | Tim Leinbach      | The data is used in the allocation of funds to support instruction in these areas and associated Enrollment Growth. In addition, utilized for ad hoc reporting, program evaluation, and statistical analysis.                                                                                                                           |
| September 4, 2025     | Summer Curriculum Institutional Class Report                             | This report is used to transmit summary data regarding student membership hours in Curriculum courses.                                                                                                                                 | Lisa Eads          | Stephanie Fisher   | State Board of Community Colleges System Office                                                     | Tim Leinbach      | The data is used in the allocation of funds to support instruction in these areas and associated Enrollment Growth. In addition, utilized for ad hoc reporting, program evaluation, and statistical analysis.                                                                                                                           |
| September 8, 2025     | August 112 Budget and Expense Report                                     | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                              | Candid Carrington  | Stephanie Fisher   | State Treasurer                                                                                     | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                                                  |
| September 15, 2025    | August Graduation Data Extract                                           | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                     | Lisa Eads          |                    | State Board of Community Colleges System Office                                                     | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                                |
| September 18, 2025    | Summer Continuing Education Registration Report                          | Reports demographic, course registration and completion, and credentialing information for students registered in Workforce Development and Continuing Education courses as well as College and Career Readiness courses.              | Andrew Gardner     | Elizabeth Stoddard | State Board of Community Colleges System Office                                                     | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, and statistical analysis.                                                                                                                                                                                                                                                      |
| September 18, 2025    | Summer Comprehensive Curriculum Student Report (Formerly known as CRPFA) | This reports Curriculum Students Demographic, Registration, Completion, and Financial Aid information.                                                                                                                                 | Lisa Eads          | Elizabeth Stoddard | State Board of Community Colleges System Office                                                     | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                                |



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| December 5, 2025     | November 112 Budget and Expense Report               | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                               | Candid Carrington  | Stephanie Fisher | State Treasurer                                                   | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                |
| December 8, 2025     | NCHED A-10 Student Financial Aid Summary             | Collects data on annual financial aid expenditures to students attending North Carolina colleges, universities, community colleges and other postsecondary educational institutions.                                                                                                    | Elizabeth Stoddard |                  | UNC North Carolina Higher Education Data collection system        | Eva Gifford       | Select data from the report are reported each year in the Statistical Abstract of Higher Education in North Carolina.                                                                                                                                                                                 |
| December 8, 2025     | NCHED A-3 Tuition and Fees                           | Reports tuition, fees, and charges for a full-time student in the regular academic year, excluding summer school.                                                                                                                                                                       | Elizabeth Stoddard |                  | UNC North Carolina Higher Education Data collection system        | Eva Gifford       | Report on the tuition and fees required by students attending a North Carolina higher education institution.                                                                                                                                                                                          |
| December 15, 2025    | November Graduation Data Extract                     | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                      | Lisa Eads          |                  | State Board of Community Colleges System Office                   | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                              |
| December 19, 2025    | Longevity Request                                    | Summary of annual Longevity budget needed to fund college Longevity payments.                                                                                                                                                                                                           | Candid Carrington  |                  | 1C SBCCC 400.8<br>(i) - Longevity pay plan for college personnel. | Candid Carrington | College longevity costs are compiled systemwide to determine the necessary State allocation needed to fund all longevity payments. Additional budget is allocated to colleges to fund annual expense.                                                                                                 |
| <b>JANUARY 2026</b>  |                                                      |                                                                                                                                                                                                                                                                                         |                    |                  |                                                                   |                   |                                                                                                                                                                                                                                                                                                       |
| January 8, 2026      | December 112 Budget and Expense Report               | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                               | Candid Carrington  | Stephanie Fisher | State Treasurer                                                   | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                |
| January 15, 2026     | December Graduation Data Extract                     | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                      | Lisa Eads          |                  | State Board of Community Colleges System Office                   | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                              |
| January 20, 2026     | Small Business Center Mid-Year Budget Report         | This annual report captures the budget expenditures for the 58 Small Business Centers at mid-year, or December 31.                                                                                                                                                                      | Anne Shaw          |                  | System Office                                                     | Mark Hagenbuch    | To track expenditures and compliance with requirement to spend at least \$9,000 on instruction at each Center.                                                                                                                                                                                        |
| January 21, 2026     | Fall Curriculum Institutional Class Report           | This report is used to transmit summary data regarding student membership hours in Curriculum courses.                                                                                                                                                                                  | Lisa Eads          | Stephanie Fisher | State Board of Community Colleges System Office                   | Tim Leinbach      | The data is used in the allocation of funds to support instruction in these areas and associated Enrollment Growth. In addition, utilized for ad hoc reporting, program evaluation, and statistical analysis.                                                                                         |
| January 21, 2026     | Fall Continuing Education Institutional Class Report | This report is used to transmit summary data regarding student membership hours in Workforce Development and Continuing Education courses as well as College and Career Readiness courses.                                                                                              | Andrew Gardner     | Stephanie Fisher | State Board of Community Colleges System Office                   | Tim Leinbach      | The data is used in the allocation of funds to support instruction in these areas and associated Enrollment Growth. In addition, utilized for ad hoc reporting, program evaluation, and statistical analysis.                                                                                         |
| January 21, 2026     | IPEDS 200% Graduation Rates                          | Graduation rate data for students at two times (200%) the normal period of time provide information on institutional productivity and help institutions comply with reporting requirements of the Student Right-to- Know Act (1990) and the Higher Education Act, amended (2008).       | Elizabeth Stoddard | Monty Hickman    | US Department of Education                                        | Eva Gifford       | Calculate graduation rates for full-time, first-time degree and certificate-seeking undergraduate students.                                                                                                                                                                                           |
| January 21, 2026     | IPEDS Cost II                                        | Data collected provide general information about student charges. Data collected include: Tuition and required fees; application fees; and food and housing charges.                                                                                                                    | Elizabeth Stoddard | Monty Hickman    | US Department of Education                                        | Eva Gifford       | Used in Cost of Attendance estimates and to calculate an Average Net Price for first-time, full-time undergraduate students to meet requirements of the Higher Education Act of 1965 (HEA), as amended.                                                                                               |
| January 21, 2026     | IPEDS Graduation Rates                               | Graduation rate data provides information on institutional productivity and help institutions comply with reporting requirements of the Student Right-to-Know Act (1990) and the Higher Education Act, amended (2008).                                                                  | Elizabeth Stoddard | Monty Hickman    | US Department of Education                                        | Eva Gifford       | Calculate graduation rates for full-time, first-time degree and certificate-seeking undergraduate students.                                                                                                                                                                                           |
| January 21, 2026     | IPEDS Outcome Measures                               | Degree-granting institutions report the outcomes of degree/certificate-seeking undergraduate students who are not only first-time, full-time students, but also part-time attending and non-first-time (transfer-in) students. The award status is measured at specific points in time. | Elizabeth Stoddard | Monty Hickman    | US Department of Education                                        | Eva Gifford       | The information is used to calculate graduation rates four, six and ten years out.                                                                                                                                                                                                                    |
| January 21, 2026     | IPEDS Student Financial Aid                          | The Student Financial Aid survey collects the count of students awarded different types of financial aid or military education benefits and the total amounts of aid awarded.                                                                                                           | Elizabeth Stoddard | Brenda Burgess   | US Department of Education                                        | Eva Gifford       | Used to calculate the average dollar amount of aid awarded. As required by the Higher Education Act (1965), as amended, IPEDS also collects data to calculate average net price at each institution for two groups of undergraduates: those awarded grant aid and those awarded Title IV Federal Aid. |
| <b>FEBRUARY 2026</b> |                                                      |                                                                                                                                                                                                                                                                                         |                    |                  |                                                                   |                   |                                                                                                                                                                                                                                                                                                       |
| February 3, 2026     | Purchasing Flexibility Report                        | Report of expenditures for products purchased for items included on Statewide Term Contract from non-contract vendors.                                                                                                                                                                  | Grant Braley       |                  | System Office                                                     | Grant Braley      | Reports compiled from all colleges into one report and provided to the Division of Purchase & Contract to better establish Statewide Term Contract pricing.                                                                                                                                           |

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| February 4, 2026  | Fall Comprehensive Curriculum Student Report (Formerly known as CRPFA) | This reports Curriculum Students Demographic, Registration, Completion, and Financial Aid information.                                                                                                                                                                                                                                   | Lisa Eads          | Elizabeth Stoddard | State Board of Community Colleges System Office                                  | Tim Leinbach       | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                    |
| February 4, 2026  | Fall Continuing Education Registration Report                          | Reports demographic, course registration and completion, and credentialing information for students registered in Workforce Development and Continuing Education courses as well as College and Career Readiness courses.                                                                                                                | Andrew Gardner     | Elizabeth Stoddard | State Board of Community Colleges                                                | Tim Leinbach       | Ad hoc reporting, program evaluation, federal reporting, and statistical analysis.                                                                                                                                                                                                                                          |
| February 4, 2026  | Fall Tuition Remission                                                 | A data file submitted by the colleges to the System Office that is used by the latter to produce reporting for the General Assembly in accordance with the annual appropriations act. This data is used for statistical purposes and to adjust the tuition and registration fee receipts component of                                    | Judy King          |                    | General Assembly                                                                 | Tim Leinbach       | Provided to the General Assembly to make policy decisions regarding waiver policy.                                                                                                                                                                                                                                          |
| February 6, 2026  | January 112 Budget and Expense Report                                  | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                                                                                | Candid Carrington  | Stephanie Fisher   | State Treasurer                                                                  | Candid Carrington  | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                                      |
| February 13, 2026 | Annual Private Activity Bond Certification                             | Annual PAB Certification (as required by the Memorandum of Understanding with the Department of State Treasurer) reports that the representations made by a community college in a Community College Questionnaire remain accurate as of the time of delivery of the annual certification.                                               | Angela Dorman      |                    | General Assembly Assigned to the Department of State Treasurer and System Office | Lynne Gilbert      | These certificates will be provided to the Department of State Treasurer upon request to comply with the Memorandum of Understanding between the department and the System Office to ensure compliance with applicable federal tax or other laws.                                                                           |
| February 17, 2026 | January Graduation Data Extract                                        | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                                                                       | Lisa Eads          |                    | State Board of Community Colleges System Office                                  | Tim Leinbach       | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                    |
| February 27, 2026 | Employee Payroll Deduction Files                                       | This report documents payments made through payroll deductions to an employee association for the December pay period.                                                                                                                                                                                                                   | Deante Tyler       |                    | Office of the State Auditor (OSA)                                                | Marnie MacKenzie   | To verify and certify total membership count of a domiciled employees association.                                                                                                                                                                                                                                          |
| <b>MARCH 2026</b> |                                                                        |                                                                                                                                                                                                                                                                                                                                          |                    |                    |                                                                                  |                    |                                                                                                                                                                                                                                                                                                                             |
| March 6, 2026     | February 112 Budget and Expense Report                                 | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                                                                                | Candid Carrington  | Stephanie Fisher   | State Treasurer                                                                  | Candid Carrington  | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                                      |
| March 9, 2026     | Spring Estimated FTE                                                   | A report generated by a college to provide legislative members, committees, and fiscal analysts with the projected FTE for the North Carolina Community College System.                                                                                                                                                                  | Stephanie Fisher   | Brian Bridgers     | State Board of Community Colleges System Office                                  | Elizabeth Stoddard | Used in the preparations of Budget projections for the coming year.                                                                                                                                                                                                                                                         |
| March 16, 2026    | February Graduation Data Extract                                       | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                                                                       | Lisa Eads          |                    | State Board of Community Colleges System Office                                  | Tim Leinbach       | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                                                                                    |
| March 18, 2026    | IPEDS Fall Enrollment                                                  | Measures student access to higher education at traditional institutions. Data are collected for all students enrolled in credit-bearing courses/programs which could potentially lead to awards ranging from postsecondary certificates of less than 1 year to doctoral degrees.                                                         | Elizabeth Stoddard | Monty Hickman      | US Department of Education                                                       | Eva Gifford        | The data collected include: full- and part-time students enrolled in the Fall by level, race/ethnicity, and gender; resident and high school graduation status of first-time undergraduate students (in even years); age of students (in odd years); student-to-faculty ratio; and students enrolled in distance education. |
| March 18, 2026    | IPEDS Finance                                                          | Provides context for understanding the resources and cost of providing postsecondary education and its contribution to the gross national product. Finance data collected conforms to the accounting standards for public and private institutions with the community colleges using the Governmental Accounting Standards Board (GASB). | Elizabeth Stoddard | Stephanie Fisher   | US Department of Education                                                       | Eva Gifford        | The data collected provides revenues by source, e.g., tuition and fees, government grants and contracts, private gifts; expenses by function, e.g., instruction, research, academic support, institutional support; assets and liabilities; and scholarships and fellowships.                                               |
| March 18, 2026    | IPEDS Human Resources                                                  | Data measure the number and type of staff supporting postsecondary education using the Standard Occupational Classification (SOC) System to collect occupational activity.                                                                                                                                                               | Elizabeth Stoddard | Pam Stutts         | US Department of Education                                                       | Eva Gifford        | The data provides: employees by primary occupational activity, faculty status, and full- and part- time status; full-time instructional staff by academic rank, gender, and contract length/teaching period and their salary outlays.                                                                                       |
| <b>APRIL 2026</b> |                                                                        |                                                                                                                                                                                                                                                                                                                                          |                    |                    |                                                                                  |                    |                                                                                                                                                                                                                                                                                                                             |
| April 8, 2026     | March 112 Budget and Expense Report                                    | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                                                                                | Candid Carrington  | Stephanie Fisher   | State Treasurer                                                                  | Candid Carrington  | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed.                                                      |

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| April 15, 2026   | Buildings and Rooms Update                                               | Files with the buildings a college has and the rooms within it, including information about area, that is filed with UNC-GA for instructional space utilization reporting. The data is submitted through the DAVE system, built and maintained by UNC-GA.                                                                            | Judy King         |                    | General Assembly assigned to UNC-GA             | Judy King         | A statewide report is compiled and published by UNC-GA.                                                                                                                                                                                                                |
| April 15, 2026   | March Graduation Data Extract                                            | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                                                                   | Lisa Eads         |                    | State Board of Community Colleges System Office | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                               |
| <b>MAY 2026</b>  |                                                                          |                                                                                                                                                                                                                                                                                                                                      |                   |                    |                                                 |                   |                                                                                                                                                                                                                                                                        |
| May 7, 2026      | April 112 Budget and Expense Report                                      | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                                                                            | Candid Carrington | Stephanie Fisher   | State Treasurer                                 | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed. |
| May 15, 2026     | April Graduation Data Extract                                            | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                                                                   | Lisa Eads         |                    | State Board of Community Colleges System Office | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                               |
| May 29, 2026     | OSA CIS Security Files                                                   | List of access control data used in College Information System (CIS) at each college and submitted to the Office of the State Auditor.                                                                                                                                                                                               | Deante Tyler      |                    | Office of the State Auditor                     | Marnie MacKenzie  | Used as a test of access controls in place at each community college as part of an audit.                                                                                                                                                                              |
| <b>JUNE 2026</b> |                                                                          |                                                                                                                                                                                                                                                                                                                                      |                   |                    |                                                 |                   |                                                                                                                                                                                                                                                                        |
| June 5, 2026     | May 112 Budget and Expense Report                                        | Monthly budget, expense, and revenue general ledger data.                                                                                                                                                                                                                                                                            | Candid Carrington | Stephanie Fisher   | State Treasurer                                 | Candid Carrington | College budget, expense and revenue data is reconciled monthly. Once verified, this information is used to balance the 58 college State Treasurer disbursing account bank statements. It is required that all bank accounts are reconciled and certified as completed. |
| June 5, 2026     | Spring Continuing Education Institutional Class Report                   | This report is used to transmit summary data regarding student membership hours in Workforce Development and Continuing Education courses as well as College and Career Readiness courses.                                                                                                                                           | Andrew Gardner    | Stephanie Fisher   | State Board of Community Colleges System Office | Tim Leinbach      | The data is used in the allocation of funds to support instruction in these areas and associated Enrollment Growth. In addition, utilized for ad hoc reporting, program evaluation, and statistical analysis.                                                          |
| June 5, 2026     | Spring Curriculum Institutional Class Report                             | This report is used to transmit summary data regarding student membership hours in Curriculum courses.                                                                                                                                                                                                                               | Lisa Eads         | Stephanie Fisher   | State Board of Community Colleges System Office | Tim Leinbach      | The data is used in the allocation of funds to support instruction in these areas and associated Enrollment Growth. In addition, utilized for ad hoc reporting, program evaluation, and statistical analysis.                                                          |
| June 15, 2026    | May Graduation Data Extract                                              | This reports the graduations entered by a college for the month. This is based on the entry date of the graduation and does not reflect a student that graduated during the month.                                                                                                                                                   | Lisa Eads         |                    | State Board of Community Colleges System Office | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                               |
| June 22, 2026    | Spring Continuing Education Registration Report                          | Reports demographic, course registration and completion, and credentialing information for students registered in Workforce Development and Continuing Education courses as well as College and Career Readiness courses.                                                                                                            | Andrew Gardner    | Elizabeth Stoddard | State Board of Community Colleges System Office | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, and statistical analysis.                                                                                                                                                                                     |
| June 22, 2026    | Spring Comprehensive Curriculum Student Report (Formerly known as CRPFA) | This reports Curriculum Students Demographic, Registration, Completion, and Financial Aid information.                                                                                                                                                                                                                               | Lisa Eads         | Elizabeth Stoddard | State Board of Community Colleges System Office | Tim Leinbach      | Ad hoc reporting, program evaluation, federal reporting, statistical analysis, and performance measures.                                                                                                                                                               |
| June 22, 2026    | Spring Tuition Remission                                                 | A data file submitted by the colleges to the System Office that is used by the latter to produce reporting for the General Assembly in accordance with the annual appropriations act. This data is used for statistical purposes and to adjust the tuition and registration fee receipts component of the enrollment growth formula. | Judy King         |                    | General Assembly                                | Tim Leinbach      | Provided to the General Assembly to make policy decisions regarding waiver policy.                                                                                                                                                                                     |
| June 30, 2026    | OSA - Department of State Treasurer Payroll Data                         | The Office of the State Auditor requests colleges to submit payroll data from the December payroll periods.                                                                                                                                                                                                                          | Deante Tyler      |                    | Office of the State Auditor                     | Marnie MacKenzie  | To verify retirement contributions with the NC Retirement System (Dept. of State Treasurer)                                                                                                                                                                            |