

**STATE BOARD OF COMMUNITY COLLEGES**  
**Executive Committee Charter**  
**For Information**

**I. Background**

The North Carolina Community College System is undertaking a series of significant, system-wide initiatives that require sustained State Board-level governance and oversight. In 2026, the State Board of Community Colleges will oversee a presidential transition while concurrently conducting the recruitment, hiring, and onboarding of a new System Office President. Additionally, the State Board will be responsible for providing oversight of major transformation initiatives, including the Enterprise Resource Planning, the Learning Management System, and the Integrated Library System and developing and implementing a new five-year strategic plan. Successful execution of these initiatives will require the State Board to operate with strategic alignment, focus, and responsiveness.

**II. Purpose**

The Executive Committee (the Committee) is a special committee established to ensure alignment, speed, and clarity of decision-making during a pivotal period of leadership transition and system-wide transformation. The Committee will serve as the Board's coordinating body, enabling disciplined governance, timely escalation of issues, and consistent communication across standing committees.

**III. Authority**

The Committee does **not** replace the full Board's authority and will not take actions reserved for the full Board under statute or bylaws. All actions and recommendations of the Executive Committee will be reported to the full Board.

**IV. Organization**

The Executive Committee shall consist of:

- Chair of the State Board
- Vice Chair of the State Board
- Each Chair of every established standing committee and the chair of the Transformation Committee

The Chair of the State Board shall serve as Chair of the Executive Committee. The membership of the Committee may be rotated at the discretion of the Chair of the State Board.

**V. Responsibilities**

The responsibilities of the Executive Committee shall be:

**1. Ensure Alignment and Coordination Across Committees**

- Coordinate priorities, sequencing, and messaging across standing committees
- Resolve overlaps, gaps, or conflicts before matters reach the full Board

2. **Support Presidential Transition**
  - Provide governance continuity during the presidential transition
  - Support onboarding and early success of the incoming President
3. **Accelerate System-Wide Transformation**
  - Monitor progress of major transformation initiatives
  - Identify risks, dependencies, and decision bottlenecks
  - Elevate issues requiring full Board action
4. **Strengthen Communication and Transparency**
  - Ensure consistent communication across committees and with the full Board
  - Clarify decisions, rationale, and next steps

## VI. Operating Principles

The Executive Committee will operate under the following principles:

- **Speed with discipline** – move quickly without bypassing governance
- **Clarity over volume** – focus on decisions, risks, and outcomes
- **Alignment before escalation** – resolve issues at the committee-chair level whenever possible
- **Transparency** – keep the full Board informed

## VII. Meetings

- Meetings will be held **as needed**, with increased frequency during critical transition periods
- Meetings may be called by the Board Chair
- Meetings may be conducted in person or virtually

## VIII. Term

The Executive Committee is established for the duration of the leadership transition and system transformation period and will be reviewed annually by the Board for continuation or modification.

## IX. Reporting

The Executive Committee will provide:

- Regular updates to the full Board
- Clear documentation of recommendations, decisions, and escalated issues

**The Committee may modify or substitute these responsibilities as needed.**