

**NUMBERED MEMO CC26-043**

**TO:** Members of the State Board of Community Colleges, Chairs of the Community College Boards of Trustees, Community College Presidents, Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Distance Learning, Financial Aid Officers, Personnel Officers, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

**FROM:** Jonnell Carpenter, *NCCCS General Counsel*

**SUBJECT:** Transferring Community College Vehicle Title

**DATE:** July 21, 2026

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On July 17, 2026, the State Board of Community Colleges (SBCC) approved the request for Transferring Community College Vehicle Title. The request grants the System Office's Chief Financial Officer authority to sign power of attorney forms that allow local college presidents, or their designee, to transfer vehicle titles.

This State Board action has been published on the NC Community College System's website, [Numbered Memos - NCCCS \(ncccommunitycolleges.edu\)](https://ncccommunitycolleges.edu). For your convenience, the numbered memo detailing this change is attached above.

CC26-043

Email Copy  
Attachment

**STATE BOARD OF COMMUNITY COLLEGES**  
**Transferring Community College Vehicle Title**

**Request:** The State Board of Community Colleges (State Board) is requested to delegate signing authority to the System Office's Chief Financial Officer to sign power of attorney forms allowing local college presidents or their designee to transfer vehicle titles.

**Background and Rationale:** Community College vehicles are purchased by local or state funds. Vehicles bought with local funds should be titled to the local colleges. Vehicles bought with state funds should be titled to the State Board. However, the North Carolina Department of Motor Vehicle has mistakenly titled some vehicles purchased with local funds to the State Board and, conversely, titled some vehicles purchased with state funds to the local colleges.

In order to correct the title, the State Board must first sign a power of attorney form allowing the local college president or their designee to transfer the title. Delegating the signing authority to the Chief Financial Officer will ensure these issues can be corrected quickly. The power of attorney authority would be for the sole purpose of transferring vehicle(s) titles to the correct entity.

**Contact(s):** Mr. Grant Braley, Director of Procurement  
Mr. Glen Bounds, Building Coordinator