

DIVISION OF BUSINESS OPERATIONS



Business Operations Leadership Minutes

February 19, 2026
Lincoln Trail College

1. The meeting convened at 9:00 am in the Student Services Conference Room at Lincoln Trail College.
 - a. Present were Chris Simpson, Jamie Henry, Mary Johnston, Lyn Huey, and Hayley Breeden.
 - b. The minutes from the January 15, 2026, meeting were reviewed and approved. The agenda for the meeting was discussed.
2. The IECC Communications page on the IECC website was reviewed and the minutes from the most recent SEPC and Divisional meetings were reviewed. Additionally, the remaining schedule for spring semester townhall meetings was reviewed and business officers asked to attend (if possible) when it is on their campus.
3. There was discussion about the new IECC policy and procedure to request travel. The form was reviewed and modifications made. These modifications will be submitted to the district office for their review and approval. In addition to this, there was discussion about the need for signatures on all vehicle requests. This procedure will be reviewed and possible changes suggested.
4. The new IECC credit card system was discussed. All of the business officers thought it was too early in the process to effectively evaluate the new system and it was going to take more time to learn the new procedure.
5. The topic of IECC food service was discussed. The revenue and expenses through the end of the first semester were reviewed. Later in the spring semester, information about district-wide food service will be presented to the Board of Trustees.
6. A new POS for IECC bookstores was reviewed. The new POS will be Lightspeed, which will replace MBS. A transition schedule will be put together to allow for this change in POS to be made.

7. The new IECC Operational Plan, Forward Together, was discussed. A high-level overview of the plan was reviewed, and the four strategic pillars and key performance indicators were introduced. It was decided that a working meeting will be held in the afternoon after the March 19th and April 16th Business Operations Leadership Team meeting.
8. During open discussion, the question of the Facility Usage Fee and Graduation Fee being transferred into auxiliary accounts was brought up. It was stated that this transfer is being done in the near future.
9. The next BOLT meeting will be held at 9:00 am on Thursday, March 19th at Olney Central College.