

DIVISION OF BUSINESS OPERATIONS



Business Operations Leadership Minutes

**March 19, 2026
Olney Central College**

1. The meeting convened at 9:00 am in the Student Services Conference Room at Olney Central College.
 - a. Present were Chris Simpson, Jamie Henry, Mary Johnston, Lyn Huey, and Hayley Breeden.
 - b. The minutes from the February 19, 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.
3. There was a discussion about the spring review meeting with eCampus. This included data on spring sales that showed 3605 total orders were placed. The dates for the spring buyback are scheduled for May 7th – 14th and May 18th – 19th. A buyback training will be held for bookstore managers on April 7th at 9:00 am.
4. The IECC food service was reviewed and information was shared related to a presentation that will be given at the March Board of Trustees meeting. This included an overview of the scope of services currently offered across the four IECC campuses and financial information about meal plan sales, average weekly sales, and annual loss over the past three fiscal years.
5. Policy 500.14 Tuition Waivers was reviewed as proposed changes have been made. There were no concerns expressed by the Business Operations Leadership Team.
6. The new POS for IECC bookstores will be Lightspeed, who provided a demonstration of their system for business officers and bookstore managers in late February. An implementation plan is being developed and will allow for the new system to go live in June.
7. The method by which each campus accepts donations was discussed. It will be investigated if the new POS will help with this process.

8. During open discussion, the topic of charging fees for debit card transactions was discussed. It will be investigated if this is an appropriate charge. Billing for dual credit and the possibility of extended hours in August were also discussed.
9. The next BOLT meeting will be held at 9:00 am on Thursday, April 16th at Wabash Valley College.