



OF WEST CENTRAL INDIANA

## Goodwill Workforce Enterprises – The Excel Center of West Central Indiana Board Meeting Minutes

Date: February 3, 2025

Time: 3:00pm- 3:30pm

Location: via Microsoft Teams meeting

Attendees: Kristin Craig, Board Chairperson; Ryan Keller, Treasurer; Mary Halsted, Board Member; Rene Hankins, Board Member, Betsy Peperak, Secretary; John Lukens, Board Member and Meredith Osburn, President & CEO

Staff in attendance: Carl Conwell (Director of The Excel Center of West Central Indiana), Michele Nall (Office Manager/Registrar), Adrian Garcia (Executive Admin Assistant).

### 1. Call to Order & Open for Public Comments

The meeting was called to order by Kristin Craig at 3:00pm. No public was in attendance. With comments remaining open throughout the meeting in case someone joined late.

Carl discussed the need for the eligible student account policy due to conflicting information from regional directors and GEI. The current policy, which counted students with positive attendance, was inconsistent with the definition of how the handbook defines the current eligible student count policy. The proposed revision aligns with how the Excel Center counted students during the October 2024 cycle.

The team emphasized the importance of consistency for auditing purposes and plans to clarify differences with other Excel centers. The new count is expected to be 148, up from 123 in the fall.

Positive attendance is defined in our student handbook. It is measured by term, not by week or month. Although there is no state law specifically regarding adult student attendance, efforts were initially guided by GEI guidelines, which led to confusion due to conflicting information from regional directors and GEI. This prompted a meeting with GEI to align past practices and address inconsistencies, as attendance policies may vary between Excel centers.

Motion to approve the revised policy by Mary Halsted and seconded by Rene Hankins all board members were in favor.

### 2. Other Business

### 3. Adjournment

Last Call for public comment- the meeting was adjourned at 3:30 PM.