

11 September 2023

**TO:** **Transfer of Credit Committee Members:** Robert Bensley, Lisa DeChano-Cook, Kenneth Franks, Kerrie Harvey, Scott Hennessy, Mitchel Keil, Edward Kudzia, Steven Miller, M.K. Mohanan, Kenneth Smith, Jeffrey Xie  
**Advisory Member:** Randy Ott  
**Guest:** Kimberly Beuchler, Director, Early College Programs; Carrie Cumming, Registrar

**FROM:** Melinda Holohan, Chair

**Transfer of Credit Committee  
AGENDA**

Thursday, 14 September 2023, 2 to 3 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
  - a. Transfer of Credit Committee – 13 April 2023
4. **Reports of Officers**
  - a. Chair – Holohan
    - i. 2023-24 Transfer of Credit Membership and Charges
  - b. Ex Officio – Cumming
5. **Reports of University Representative**
  - a. Curriculum Manager Report – DeChano-Cook
6. **Unfinished Business**
  - a. Transfer of Credit Committee Membership – Holohan
  - b. Transfer of Credit Handbook – Holohan
    - i. Glossary of Terms
    - ii. FAQs
    - iii. Resource/Personnel Map
    - iv. Workflow
  - c. Other Identified Needs
    - i. University General Credit
    - ii. Credit by Department Recommendation Only Procedures
    - iii. Military Minors
7. **New Business**
8. **Announcements**
9. **Adjournment**