

3 October 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:** Kimmy Beuchler, Randy Ott  
**Ex Officio:** Carrie Cumming

**FROM:** Melinda Holohan, Chair

**Transfer of Credit Committee  
AGENDA**

Thursday, 5 October 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 – 14 September 2023
4. **Reports of Officers**
  - a. Chair – Holohan
    - i. Membership Vacancies
      1. Arts and Sciences Appointed Member
      2. Haenicke Institute for Global Education (International Partnerships)
  - b. Ex Officio – Cumming
5. **Reports of University Representative**
  - a. Curriculum Manager Report – DeChano-Cook
6. **Unfinished Business**
  - a. Transfer Credit Resource Guide – Holohan
    - i. Glossary of terms
    - ii. FAQs
    - iii. Resource/Personnel map
    - iv. Workflow
    - v. Special Topics
      1. Military Transfer Resources/Processes
      2. International Transfer Resources/Processes
      3. Credit by Department Recommendation Only Procedures
      4. Other Items
7. **New Business**
8. **Announcements**
9. **Adjournment**