



TRANSFER OF CREDIT COMMITTEE
Minutes of 20 March 2025

Call to Order

The regular meeting of the Western Michigan University Faculty Senate Transfer of Credit Committee was called to order at 2:02 p.m. on 20 March 2025, via Webex by Melinda Holohan, chair.

Members in Attendance: Lisa DeChano-Cook, Kerrie Harvey, Melinda Holohan, Scott Hennessy, Mitchel Keil, Melinda Koelling, Edward Kudzia, Steve Miller, Haley Jordan (substitute for Heather Smith), Kenneth Smith, Jeffrey Xie

Members Absent: Mioara Diaconu, Kenneth Franks, Scott Hennessy

Advisory Members Present: Kimmy Beuchler, Randy Ott

Ex Officio: Carrie Cumming

Quorum

A quorum was present with 12 members in attendance of the eight needed to establish a quorum.

Agenda

[MOTION] It was moved by Harvey, seconded by DeChano-Cook, to accept the agenda. The motion carried unanimously.

Minutes

An amendment was made to make the corrections that the minutes were submitted by Harvey for Miller, and a motion was made by DeChano-Cook, seconded by Franks, to approve Memorandum of Action (MOA) 17/03 at the previous meeting, which was passed unanimously.

[MOTION] It was moved by Koelling, seconded by DeChano-Cook, to approve the 13 February 2025 minutes as amended. The motion carried unanimously.

Reports of Officers

Chair Holohan noted that this was the second to last meeting for the year, with the next meeting taking place on 10 April. The end-of-year report due by the end of March will be distributed to TCC members to review. There is a term limit for the committee chair, and TCC will need a new chair for 2025-26.

Ex Officio Cumming did not provide a report.

Reports of University Representatives

DeChano-Cook reported that the MOAs regarding experiential learning, study abroad, and no WMU Essential Studies requirement for a second bachelor's degree were passed by the Faculty Senate.

Unfinished Business

Chair Holohan informed TCC that steady work continues on the Transfer Resource Guide. The plan is to have TCC finalize a few issues and review before and at the next meeting. It was suggested that the guide should also be sent to the Faculty Senate to add to their meeting minutes in addition to the Undergraduate Studies Council (USC). Franks and Beuchler are being asked to review their sections to make sure the information is correct.

DeChano-Cook reported that MOA 17/03 from TCC passed USC and that the Faculty Senate will review it at the next meeting in April. The Faculty Senate was added to the MOA to bring it up to standard.

New Business

None.

Announcements

Ott reported the following:

1. WMU is participating in a new initiative that is called ATAIN. It is a national organization looking at the use of Artificial Intelligence (AI) for potential course equivalency information. WMU will submit some [courses link](#).
2. Transferology is still in process with all WMU courses loaded. The next step will be for advisors and others to review.
3. Kalamazoo Valley Community College (KVCC) and the College of Fine Arts will be meeting to discuss reviewing the WMU product design program for possible collaboration with KVCC. In addition, the Community College Partnership will take place at Floyd Hall on 25 April.

Adjournment

[MOTION] It was moved by DeChano-Cook, seconded by Harvey, to adjourn the meeting at 2:40 p.m. The motion carried unanimously. The Transfer of Credit Committee will next meet at 2 p.m. on 10 April 2025 via Webex teleconferencing.

Approval

Submitted by Steve Miller, Secretary.

Minutes approved on 10 April 2025.