

6 November 2025

TO: **Transfer of Credit Committee Members:** Lisa DeChano-Cook, Ryan Downing, Melinda Holohan, Kenneth Franks, Kerrie Harvey, Scott Hennessy, Randall Janes, Mitchel Keil, Melinda Koelling, Edward Kudzia, Karen Lancendorfer, Marie Moreno, Kenneth Smith
Advisory Members: Kimmy Beuchler, Carrie Cumming, Randy Ott
Ex Officio: Jessica Cataldo, Undergraduate Studies Council Representative

FROM: Marie Moreno, Chair

**Transfer of Credit Committee
REVISED AGENDA**
Thursday 13 November 2025, 2-3:30 p.m.
[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
 - a. Transfer of Credit Committee – 2 October 2025
4. **Reports of Officers**
 - a. Chair Report – Moreno
 - b. Ex Officio Report – Cataldo
5. **Reports of University Representatives**
6. **Reports of Standing Committee**
 - a. Transfer Work Group Report – Ott
7. **Unfinished Business**
8. **New Business**
 - a. WMU Essential Studies Transfer Policy – Koelling
 - b. MOA: 25/14 Awarding Course Credit from Instructors with Limited Qualifications – DeChano-Cook and Moreno
9. **Announcements**
10. **Adjournment**