



---

## TRANSFER OF CREDIT COMMITTEE Minutes of 9 February 2023

### Call to Order

The regular meeting of the Western Michigan University Faculty Senate Transfer of Credit Committee was called to order at 2:03 p.m. on 9 February 2023, via Webex by Melinda Holohan, chair.

**Members in Attendance:** Robert Bensley, Lisa DeChano-Cook, Kenneth Franks, Kerrie Harvey, Scott Hennessy, Melinda Holohan, Mitchel Keil, Edward Kudzia, Nicolas Witschi, Jeffrey Xie

**Member Absent:** Steven Miller, MK Mohanan, Kenneth Smith

**Advisory Members Present:** Randy Ott, Alice Molvern

**Ex Officio Present:** Nicolas Witschi

### Quorum

A quorum was present.

### Agenda

The agenda was amended for Witschi to present as the last item.

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

### Minutes

**[MOTION]** It was moved by Hennessy, seconded by Harvey, to approve the 10 November 2022 minutes as presented. The motion carried with one abstention.

### Reports of Officers

Chair Holohan reviewed 2022-23 TCC charges. TCC to follow up on the concept of issuing minors that had been proposed previously for those transferring from the military. Currently, there is no one from the Registrar's Office as a TCC member; she will follow up on the potential representation from that office.

### Report of University Representative

Witschi did not provide a report.

### Unfinished Business

TCC reviewed the 2022 committee minutes to determine items that are still needed. Ongoing needs are Credit by Department Recommendation Only (CBDRO) and University general credit issues.

### New Business

Ott will follow up on recruiting a nomination for a representative from Early College Programs in an advisory role to TCC.

TCC will propose charges for the 2023-24 academic year.

Hennessy will provide an overview of WMU's transfer process, language, and procedures at the next meeting.

Discussion was held regarding the development of tools to use system-wide to ease the process and provide a shared language for transfer issues.

Franks will review the Joint Services Transcript (JST) with Hennessy and provide updates and ideas at the next meeting.

**Announcements**

None.

**Adjournment**

**[MOTION]** It was moved by DeChano-Cook, seconded by Bensley, to adjourn the meeting at 3:02 p.m. The motion carried unanimously. The Transfer of Credit Committee will meet next on 16 March 2023 via Webex videoconferencing.

**Approval**

Submitted by Kerrie Harvey on behalf of Steven Miller, Secretary

Minutes approved on 16 March 2023.