



8 January 2024

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**

11 January 2024, 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 – 5 October 2023
4. **Reports of Officers**
 - a. Chair Report – Holohan
 - b. Ex Officio Report – Cumming
5. **Reports of Transfer Resource Guide Work Groups**
 - a. Undergraduate – Hennessy, Holohan, Smith
 - b. Graduate – Cumming
 - c. High School/Early College – Beuchler, Harvey, Bensley
 - d. Military – Franks, Keil, Kudzia
 - e. International – Monahan, Xie, Bierlein?
 - f. Credit by Department Recommendation Only (CBDRO) – Miller, DeChano-Cook, Monahan, Ott?
6. **Unfinished Business**
 - a. Transfer Credit Resource Guide – Holohan
 - i. Best Practices/Processes/Procedures
 - ii. Workflow/Key Personnel/Contacts
 - iii. Helpful Resources
 - iv. Definition of Terms
 - v. FAQ's
7. **New Business**
8. **Announcements**
9. **Adjournment**