

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**

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**