

13 January 2026

**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.

**FROM:** Marie Moreno, Chair

**Transfer of Credit Committee  
AGENDA**

22 January 2026, 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 – 13 November 2025 Minutes
4. **Reports of Officers**
  - a. Chair Report – Moreno
  - b. Ex Officio Report – Cataldo
5. **Reports of Councils/Committees Standing Committee(s)**
  - a. Memorandum of Action: *25/14 Awarding Course Credit from Instructors with Limited Qualifications* – DeChano-Cook and Moreno
  - b. Memorandum of Action: ACE – DeChano-Cook, Smith, and Moreno
6. **Unfinished Business**
  - a. Update on Transfer Credit Resource Guide – Holohan
7. **New Business**
  - a. Transfer Working Group and Overall Efforts – Ott
  - b. Transfer Policies for WMU Essential Studies Courses – Koelling
8. **Announcements**
9. **Adjournment**