

COLLEGE OF MENOMINEE NATION
Academic Policy

Policy Title: Official Transfer Credit Policy		Policy ID AA-AP - 1405
Prepared By	Name/Title	Date Prepared
	Richard Oshkeshequoam, Registrar Dr. Lucy Fenzl, Dean of Academic Success	November 2025
Approved By	Committee on Academic Quality	Date Approved
	Committee Chair	11/24/2025
	President Signature	Date Approved 12/4/2025
	Standing Board Committee	1/14/26
	BOD Chair Signature	1/26/26
Effective Date	Spring 2026	
Next Review Date	AY 2029/30	
Location		
College Catalog	☐	
Faculty Handbook	☐	

Policy Statement

Purpose

The College of Menominee Nation recognizes learning in its many forms. The policy will provide the necessary framework to recognize and accept learning outside CMN from other accredited institutions.

Scope

This applies to all students accepted for admission/enrollment at the College of Menominee Nation. An informal transfer credit evaluation may be performed for prospective students. Transfer evaluations are done by the Registrar with the collaboration of the Department Chairs and/or the Dean of Academic Success.

Policy Statement

Official transcripts from the transferring school must be received by the Office of the Registrar in order to be eligible for transfer credits. Similar coursework offered by CMN in which the student earned a "C" or better will be transferred as their equivalent.

CAQ Approved: 11/24/25

President Approval: 12/4/25

Board of Directors Approval: 1/26/26

Coursework without a direct equivalent may be evaluated for general education or core requirement outcomes. This designation will have the department code with the number 299, signaling an indirect equivalent. This decision must happen in consultation with the Faculty over the program.

Grades from other institutions are not recorded and incorporated into their program or cumulative GPA.

Credit will be awarded per the CMN equivalent; in cases of no equivalency, courses will be given a credit amount upon confirmation of the transfer eligibility.

For courses that have not had previous transfer approval, a course syllabus will be required to be provided by the student, unless otherwise required by the Dean of Academic Success.

Students may transfer in as many credits as applicable, however there is no guarantee the credits can be applied to all CMN program requirements.

Responsibilities

- **Student** – complete paperwork, provide information as necessary
- **Academic Success Coach** – assist student with paperwork
- **Registrar** – initial evaluation of credits, record credit transfer in SIS
- **Department Chair, Faculty, or Subject Matter Expert** – determine course equivalencies, collaborate with other faculty to give credit where learning occurred
- **Dean of Academic Success** – assist with evaluation as needed, address students' dissatisfaction with evaluation outcomes

Definitions

Policy Statement

Related Policies Title(s):

Credit for Military Experience Policy

Credit for Prior Learning Policy

CAQ Approved: 11/24/25

President Approval: 12/4/25

Board of Directors Approval: 1/26/26

COLLEGE OF MENOMINEE NATION
Academic Policy

Policy Title: Official Transfer Credit Policy		Policy ID AA-AP-1402105
Prepared By	Name/Title	Date Prepared
	Richard Oshkeshequoam, Registrar Dr. Lucy Fenzl, Dean of Academic Success	November 2025
Approved By	Committee on Academic Quality	Date Approved
	Committee Chair <i>Lucy Fenzl</i>	11/24/2025
	President Signature <i>Cheryl M. Hurrell</i>	Date Approved 12/4/2025
	Standing Board Committee	1/14/26
	BOD Chair Signature	1/24/26
Effective Date	Spring 2026	
Next Review Date	AY 29/30	
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Committee on Academic Quality Approved 11/24/25

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Definitions

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Credit for Military Experience Policy

Credit for Prior Learning Policy

Committee on Academic Quality

Meeting Minutes | Academic Year: 2025/26



Chair: Dr. Lucy Fenzl, Dean of Academic Success

Vice-Chair:

Recorder: Richard Oshkeshequoam, Jr, Registrar

Meeting Date: 11/24/2025

Time: 9:30 A.M.

Location: WebEx

Agenda:

1) Call to order – 9:33 a.m. by Dr. Fenzl

a) Attendance

Present	Absent
Dr. Sarah Vande Corput	Bruce Windorski
Audra Castonia	
Dr. Lauren Villagomez (Dr. Candy)	
Dr. Ryan Winn	
Ann Walenski	
Debra Downs	

2) Approval of agenda

- a) Motion to approve by Audra
- b) Seconded by Dr. Candi
- c) Vote: 3 aye, 0 nay, 0 abstain

3) Moment of silence

4) Approval of Minutes from the previous meeting dated:

- a) [Minutes 10.27](#)
- b) Motion by Audra
- c) Seconded by Dr. Candy
- d) Vote: 4 aye, 0 nay, 0 abstentions

5) New Business

- a) Trades Courses removal of GEN100 page 16 CNC, reorganize core requirements, remove spaces. Audra will work on revising.
 - (1) [CNC](#)
 - (a) Motion to approve by Audra
 - (b) Seconded by Dr. Sarah
 - (c) Vote: 4 aye, 0 nay, 0 abstentions
 - (2) [ELT](#)
 - (a) Motion to approve by Audra

Approved 1.12.26

- (b) Seconded by Dr. Ryan
 - (c) Vote: 4 aye, 0 nay, 0 abstentions
- (3) RES –
 - (a) Removing one credit RES101, send the course to latency *consider substantive change
 - (b) Motion to approve by Audra
 - (c) Seconded by Dr. Sarah
 - (d) Vote: 4 aye, 0 nay, 0 abstentions
- (4) WEL
 - (a) Add in verbiage for courses, adding in with the courses that were taken out. Line #3, also previous sheets
 - (b) Motion to approve by Audra
 - (c) Seconded by Dr. Sarah
 - (d) Vote: 4 aye, 0 nay, 0 abstentions
- b) Policy Review and approval
 - (1) Transfer Credit
 - (a) Notes
 - (b) Motion to approve policy and SOP by Audra
 - (c) Seconded by Dr. Sarah
 - (d) Vote: 4 aye, 0 nay, 0 abstentions
 - (2) Credit for Prior Learning
 - (a) Approval for policy and SOP
 - (b) Motion to approve by Dr. Ryan
 - (c) Seconded by Audra
 - (d) Vote: 4 aye, 0 nay, 0 abstentions
 - (3) Credit for Military Experience
 - (a) Approval for policy and SOP
 - (b) Motion to approve by Audra Castonia
 - (c) Seconded by Dr. Ryan
 - (d) Vote: 4 aye, 0 nay, 0 abstentions
- 6) Next meeting – December 15, 2025
- 7) Adjournment
 - a) Motion to adjourn at 10:51 a.m. by Dr. Ryan
 - b) Seconded by Audra

College of Menominee Nation
Board of Directors – Committee on Academics
January 14, 2026
11:00-12:00pm
Via Webex

MINUTES

1. Call to Order/Roll Call:

Chairwoman Tina Tourtillott called the meeting to order at 11:00am with a quorum present.

Members Present: Tina Tourtillott, Shannon Chapman, Crystal Chapman-Chevalier, Geraldine Sanapaw, Dr. Lucy Fenzl, Dr. Kelli Chelberg

Members Absent:

Also Present: Richard Oshkeshequoam (Registrar) and Megan Smith (Corporate Secretary).

2. Credit for prior learning

Richard Oshkeshequoam, Registrar, gave a brief overview.

Board Member Crystal Chapman-Chevalier asked if this is practiced at other institutions. Dr. Lucy Fenzl indicated that these are aligning with other surrounding colleges and tribal colleges that students are transferring from. Geraldine Sanapaw, Chief Academic Officer, confirmed that faculty involvement is crucial in evaluating these credits/policies.

MOTION MADE BY DR. KELLI CHELBERG TO APPROVE THE CREDIT FOR PRIOR LEARNING AS PRESENTED AND SEND TO THE BOARD FOR APPROVAL. SECOND WAS BY GERALDINE SANAPAW. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 0 ABSENT.

3. Credit for military experience

Mr. Oshkeshequoam gave a brief overview.

MOTION MADE BY CRYSTAL CHAPMAN-CHEVALIER TO APPROVE THE CREDIT FOR MILITARY EXPERIENCE AS PRESENTED AND SEND TO THE BOARD FOR APPROVAL. SECOND WAS BY SHANNON CHAPMAN. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 0 ABSENT.

4. Official transfer credit policy

Mr. Oshkeshequoam gave a brief overview.

MOTION MADE BY CRYSTAL CHAPMAN-CHEVALIER TO APPROVE THE OFFICIAL TRANSFER CREDIT POLICY AS PRESENTED AND SEND TO THE BOARD FOR APPROVAL. SECOND WAS BY DR. LUCY FENZL. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 0 ABSENT.

5. Academic Program review.

Geraldine Sanapaw, Chief Academic Officer, gave a brief update, requesting for feedback from the Committee. Two things she is requesting feedback on are the program review and faculty handbook. Accreditation does not give the Institution a schedule to review these but they are asking what are our processes and how often are they reviewed.

Requested to meet quarterly to review academic programs – the reviews are already staggered out. Requested committee to be aware of the Comprehensive Program Review document.

Next meeting would be held on June 3rd 2026 at 11:00am to review policies that were revised and program reviews.

6. Faculty handbook

This item was taken up under agenda item #5.

7. Other Business.

None.

8. Adjournment.

MOTION MADE BY GERALDINE SANAPAW TO ADJOURN. SECOND WAS BY SHANNON CHAPMAN. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 0 ABSENT.

Meeting adjourned at 11:38am.

*Respectfully Submitted by,
Megan R. Smith, Corporate Secretary
CMN Board of Directors*

College of Menominee Nation
Board of Directors Regular Meeting
January 26, 2026
4:00pm
Commons Litoff Hall & Virtual Conferencing

1. Call to Order/Roll Call:

Chairman Gary Frechette called the regular meeting of the CMN Board of Directors to order at 4:00pm, Monday, January 26, 2026 in the Commons Litoff Hall and virtual conferencing.

Present: Gary Frechette, Sara Labarge, Justin Lepscier, Tina Tourtillott, Shannon Chapman (Late), and Michael Delabrué

Not Present: Crystal Chapman-Chevalier

Also Present: Dr. Chris Caldwell, Susan Waukau, Melinda Cook, Megan Smith, George Otradovec, Dr. Lucy Fenzl, Lloyd Frieson, Tracy Wilber, Richard Oshkeshequoam, Ann Walenski, Marci Hawpetoss, Nicole Fish, Brian Kowalkowski, Samantha Villagomez, Mitchell Oshkeshequoam, and Dylan Sabin

2. Approval of Agenda

MOTION MADE BY SARA LABARGE TO APPROVE THE AGENDA. SECOND WAS BY TINA TOURTILLOTT. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 4 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 2 ABSENT (CHAPMAN-CHEVALIER AND CHAPMAN).

3. 2025 2025-2030 ISP Goal Group Presentations:

President Dr. Chris Caldwell gave a brief overview of the presentation to the Board along with Mitchell Oshkeshequoam, Director of Institutional Research.

Please note Board Member Shannon Chapman entered the meeting at this time.

Board Member Justin Lepscier inquired whether the draft strategic plan includes an analysis of required resources for each clan goal group, specifically from a staffing and financial perspective. He also asked whether a feasibility assessment has been conducted regarding the completion of all proposed goals, including whether funding has been reviewed or considered. Dr. Caldwell responded that the Counsel for Strategic Change is currently addressing these matters and is engaged in discussions related to institutional capacity and the financial feasibility of the proposed initiatives. Board Member Lepscier further emphasized the importance of prioritizing the goals, noting that while it is valuable to set aspirational objectives, there are also immediate and attainable actions, such as staffing adjustments, that could be implemented to support progress.

Dylan Sabin, Advancement, gave a brief overview of the CMN website portal, that is not published yet, which allows the public to view the ISP and it's progress.

a. Eagle Clan

George Otradovec, CFO, introduced himself and his group.

b. Bear Clan

Dr. Lucy Fenzl, Dean of Academic Success, introduced herself and her group.

c. Moose Clan

Richard Oshkeshequoam, Registrar, introduced himself and his group.

d. Wolf Clan

Marci Hawpetoss, SDI, introduced herself and her group.

e. Crane Clan

Lloyd Frieson, Welcome Center, introduced himself and his group.

4. Approval of Minutes dated:

a. November 21, 2025 Emergency meeting; and

MOTION MADE BY SARA LABARGE TO APPROVE THE EMERGENCY MEETING MINUTES DATED NOVEMBER 21, 2025 WITH ANY AND ALL CORRECTIONS. SECOND WAS BY SHANNON CHAPMAN. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

b. December 08, 2025 Rescheduled Regular meeting; and

MOTION MADE BY JUSTIN LEPCIER TO APPROVE THE RESCHEDULED REGULAR MEETING MINUTES DATED DECEMBER 08, 2025 WITH ANY AND ALL CORRECTIONS. SECOND WAS BY TINA TOURTILLOTT. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

c. December 12, 2025 Board Retreat meeting.

MOTION MADE BY MICHAEL DELABRUE TO APPROVE THE BOARD RETREAT MEETING MINUTES DATED DECEMBER 12, 2025 WITH ANY AND ALL CORRECTIONS. SECOND WAS BY SARA LABARGE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

5. Reaffirm Poll Vote dated December 16, 2025 – Contract Employees Holiday Bonus

MOTION MADE BY JUSTIN LEPSCHER TO REAFFIRM THE POLL VOTE DATED DECEMBER 16, 2025 – CONTRACT EMPLOYEES HOLIDAY BONUS. SECOND WAS BY TINA TOURTILLOTT. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

6. Finalized Financial Audit

MOTION MADE BY JUSTIN LEPSCHER TO TABLE AGENDA ITEM #6 FINALIZED FINANCIAL AUDIT. SECOND WAS BY SARA LABARGE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

7. Committee Reports:

a. Committee on Academics

1) Approval of Minutes dated January 14, 2026

MOTION MADE BY JUSTIN LEPSCHER TO APPROVE THE MEETING MINUTES DATED JANUARY 14, 2026 WITH ANY AND ALL CORRECTIONS. SECOND WAS BY MICHAEL DELABRUE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

2) Approval of credit for prior learning

Dr. Fenzl gave a brief overview of the three policies.

Board Member Michael Delabrué asked if there is a timeframe in order to receive the prior learning credit. Dr. Fenzl indicated that there is not a timeframe in there due to the fact that they are taking this on a case by case basis.

MOTION MADE BY TINA TOURTILLOTT TO APPROVE THE CREDIT FOR PRIOR LEARNING POLICY. SECOND WAS BY SARA LABARGE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

3) Approval of credit for military experience

MOTION MADE BY MICHAEL DELABRUE TO APPROVE THE CREDIT FOR MILITARY EXPERIENCE POLICY. SECOND WAS BY TINA TOURTILLOTT. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

4) Approval of official transfer credit policy

MOTION MADE BY TINA TOURTILLOTT TO APPROVE THE OFFICIAL TRANSFER CREDIT POLICY. SECOND WAS BY MICHAEL DELABRUE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

Please note at this time Board Member Justin Lepscier left the meeting and entered the meeting via virtual conferencing.

b. Advancement & Fundraising Committee

1) Approval of Minutes dated January 16, 2026

MOTION MADE BY TINA TOURTILLOTT TO APPROVE THE MEETING MINUTES DATED JANUARY 16, 2026 WITH ANY AND ALL CORRECTIONS. SECOND WAS BY MICHAEL DELABRUE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

c. Finance & Audit Committee

1) Approval of Minutes dated January 20, 2026

MOTION MADE BY MICHAEL DELABRUE TO APPROVE THE MEETING MINUTES DATED JANUARY 20, 2026 WITH ANY AND ALL CORRECTIONS. SECOND WAS BY SARA LABARGE. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED.

MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

2) Approval of Financial Report – November/December 2025

Board Member Lepscier gave a brief overview of the report.

MOTION MADE BY SARA LABARGE TO ACCEPT THE FINANCIAL REPORT FOR NOVEMBER/DECEMBER 2025. SECOND WAS BY TINA TOURTILLOTT. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

8. College President's Report to the Board (November & December 2025)

President Dr. Caldwell gave a verbal report for the months of November and December 2025.

MOTION MADE BY SARA LABARGE TO ACCEPT THE PRESIDENT'S REPORT FOR NOVEMBER AND DECEMBER 2025. SECOND WAS BY SHANNON CHAPMAN. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

9. Other Business

None.

10. Executive Session

None.

11. Adjournment

MOTION MADE BY MICHAEL DELABRUE TO ADJOURN. SECOND WAS BY SHANNON CHAPMAN. ALL THOSE IN FAVOR OF THE MOTION SIGNIFY BY SAYING AYE. OPPOSED. MOTION CARRIED: 5 FOR, 0 OPPOSED, 0 ABSTENTIONS, AND 1 ABSENT (CHAPMAN-CHEVALIER).

Meeting adjourned at 5:38pm.

Respectfully Submitted by,

Megan R. Smith
Corporate Secretary
CMN Board of Directors