Members Present: Ed Dickey, Murray Mitchell, Mimi Bong, Michelle Maher, Jacque Jacobs
Ex-officio: Irma VanScoy, Elna Moses

1. **Election of Committee Chair**
   a. The Committee nominated and voted Margaret Burggraf chair if she is available and willing to serve.

2. **Meeting days and time for Fall Semester**
   a. Pending approval by the chair, next meeting will be October 9, 2002, at 10:30 in the Dean’s Conference Room
   b. Future dates and/or alternative day of week will be determined at next meeting (or as set by new Chair).

3. **Consideration of the COE’s progression rule (4C’s) given the change in the Graduate School policy**
   a. Department Reps on APGC are to notify Department Chairs that programs should consider the 4C rule, as it currently exists and notify APGC of their programs position on whether our COE rule should change and what program rules will be. (NOTE: Programs can have a rule MORE stringent than COE and Graduate School, but not LESS). For copy of CURRENT COE rule, see COE website.

4. **Testing option for English as Second Language students (the Graduate Council adopted the option to use the IELTS, our P & P refer only to the TOEFL)**
   a. Graduate school now allows the use of scores on the IELTS (Irma VanScoy has specific information on cut scores and test). Committee will act on a draft policy to be drawn up by Elna Moses which when approved by COE APGC committee will go to faculty for approval at next faculty meeting.

5. **Developing a proposal for revision of the limit of 6 credits of non-degree coursework in degree programs?**
   a. Committee held a discussion on issues related to recommending a revision of the Graduate School rule on 6-credit limit being applied to degree programs. Irma VanScoy will include Jacque Jacobs, as a representative from this committee in discussions with Graduate School and will also invite Diane Stephens (SCRI). They will try to draft a proposal to bring back to APGC.
   b. Additionally, information on how certification programs interface with masters programs (re: number of hours that apply to masters programs) will be part of these discussions.

6. **COE Graduate Admissions Statement –current status**
   a. Faculty will receive a copy of this statement from Irma VanScoy and it explains the COE position on what will be needed for admission of students who have minimum admission scores.

7. **Minutes of APGC**
a. Irma VanScoy agreed to have her secretary take minutes and distribute them for future meetings. (Thanks, Irma!)

Meeting adjourned: 11:40 a.m.
Next meeting: 10:30 a.m. 10/9/2002