

**Minutes**  
**College of Education Faculty Council Meeting**  
**Wednesday- January 27, 2010**  
**9:30 a.m. – 11:00 a.m.**  
**Dean's Conference Room**  
**COED 205**

Members Attending: Mary Lynne Calhoun, Kok-Mun Ng, Richard Hartshorne, Michael Matthews, Kelly Anderson, Lyndon Abrams, Scott Kissau, Paola Pilonieta, Adam Harbaugh, Stephen Hancock, Do-Hong Kim

1. Call to Order - Dr. Ng called the meeting to order.
  - a. Approval of October 28, 2009 Minutes – Richard Hartshorne made the motion to approve the minutes. Michael Matthews seconded the motion. Minutes were approved.
2. Peer Observation Instrument – Richard Hartshorne  
Dr. Hartshorne informed the Council of a sub-committee that was formed to focus on minor revisions in wording for the Peer Observation Instrument for asynchronous on-line courses. Dr Hartshorne distributed a draft of the Instrument and discussed the changes. The changes focused on the differences in on-line and face-to-face instruction. The Council agreed to finalize the draft. Dean Calhoun encouraged Council members to inform their departments of the revision and to add it to the Peer Observation website. Different ways to encourage students to participate in evaluations were also discussed. Dean Calhoun asked Dr. Hartshorne to present the revised instrument at the next College Faculty meeting.
3. Other Business  
There was no other business.
4. Adjournment  
The meeting was adjourned at 10:10 a.m.

**Next Faculty Council Meeting: February 17, 2010**  
**9:30 – 11:00**  
**COED 205**