EFC Meeting Minutes  
(April 16, 2013)

Present: Professors J. Jessop, J. Kuhl, J. Lu, Associate Dean K. Hornbuckle
Guest: Doug Eltoft

1. The meeting was called to order by Prof. Jessop at 1 pm.

2. Professor Kuhl briefed EFC on April 9 COE faculty meeting. Revision to the FPOA policy, suggested by EFC, was tabled for further discussion.

3. Teaching evaluations: The council noted that a fundamental issue has been (lack of) feedback or relevance to students. There is also a need to address survey bias. These aside, the council has been and will continue to seek methods that may increase students’ response rate. Ideas coming out of EFC discussions include:
   - Have students take the survey on mobile devices;
   - Have students take the survey in class, electronically;
   - Allow instructors to monitor the complete rate in real time;
   - Set up a survey week.

   Eltoft informed the council that ETS is migrating to a new development environment (html 5); upon completion (soon), surveys can be mobile ready, and there is no problem reporting completion rates in real time.

4. The meeting adjourned at 2pm.

Respectfully submitted
Jia Lu, on behalf of Thanos Papanicolaou