**College Prep ELAR Committee Meeting**

**Agenda for 11/10/2015**

**1 p.m. – 4 p.m.**

I. Welcome/Introductions

II. Update on Meeting Times (1-4 p.m.)

a. Future Dates for College Prep ELAR Meetings: February 12, 2016, April 19, 2016

III. College Prep 101 Nuts and Bolts ELAR Training

a. October 22, 2015 Update (None)

b. Upcoming Training Dates

January 7, 2016, February 4, 2016 (8:30 a.m. – 3:30 p.m.)

c. Changes to College Prep 101 Nuts and Bolts Training

d. Partnerships for College Prep 101 Nuts and Bolts Training

IV. Defining Goals/Objectives for 2015-2016

a. Operational Committee to Review Syllabus Description for NCAA Approval

b. Refine the rubrics for approval from the Organizational Committee

c. Recommendations to improve the College Prep course

V. Action Plan

VI. Agenda for February 12, 2016

**Action Items:**

* YAG: Invite Higher Ed partners to examine the YAG (February Meeting). Secure room in the first two weeks in January to revise the YAG (Shannon Abercrombie).
* Revise Syllabus (Shannon Abercrombie)
* Revise Rubrics. Rubrics for College Application Essay, Expository, Persuasive, Analytic, and Reflective Essays. Finish Rubrics (VAT February Meeting).
* Teacher Preparation for the College Prep Program - provide an opportunity for teacher-led composition skills.
  + Action Items:
    - Summer Academy - bridged with Higher Ed. partners. What composition skills are required at higher ed.? (Consider opening these sessions to other English III and English IV teachers who may not be teaching College Prep to support vertical alignment for the College Prep discussion). Offered in the summer (ex. June or early August);
    - Course: Deconstructing the Syllabus and SLOs.
    - Composition Skills (led by Higher Ed.)
    - Planning Opportunities
      * Rose Rodriguez-Rabin, Matilda Staudt - will take this back to UTSA/Palo Alto for discussion.
      * Mike SAC: Rooms may be available at SAC if there aren’t rooms at Region 20.
      * Needs Assessment for Summer Academy (and schedule): Send out survey (Michelle Payne) - Deconstruct Needs Assessment (February). Higher Ed. representative will bring their PGR from Higher Ed. to determine how College Prep students performed in Fall 2015 (February if possible)