

**AVATAR Partnership Region: 2**

**Meeting/Session Documentation Form**

Form should be completed after each meeting and given to the Regional AVATAR Coordinator/Facilitator

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| **Meeting:** | AVATAR Team Meeting |
| **Meeting Purpose:** | College Preparatory course |
| **Date:** | May 20, 2014 | **Start Time:** | 4:00 p.m. | **End Time:** | 6:45 |
| **Meeting Coordinator/ Facilitator:** | Janet M. Cunningham | **Location:** | STAR Annex |
| **Meeting Recorder:** | Janet M. Cunningham | **Meeting Timekeeper:** | Connie Nowell |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 4:00 p.m. | Welcome  | Discussion | Janet Cunningham |  |
| 4:15 | College Preparatory Course | Discussion | Janet Cunningham | Syllabus for course |
| 6:45 p.m. | Adjourn |  |  |  |
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**Agenda Format Key:** P = Presentation, F = Feedback, D = Decision-Making, W = Work Group, O = Other, with explanation

**AVATAR Meeting Minutes**

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| **Action Item** | **Person Responsible** | **Due Date** |
| College Preparatory Course:Dr. Cunningham presented a revised draft of the MOU to be presented to area superintendents at a meeting at the Service Center on May 21. The IHE members discussed the objectives to be covered in the course and then turned their attention to the development of a draft course syllabus. They reviewed the individual institutions’ DE syllabi, TEKS standards, College and Career Readiness standards, and areas covered on the TSI. Dr. Tinterra will incorporate the changes and pass it along to Dr. Cunningham, who will present it to the LEA members at their meeting on Wednesday, May 21.There was discussion of what the IHEs do in their DE courses to ensure student success and a possible way to incorporate such measures into the syllabus.There was also discussion led by Melissa Morin, ESC2, concerning feedback she had received from area LEAs and how best to respond to their concerns.Everyone was invited to attend a very important meeting at the ESC2 concerning HB5 and its mandate to offer this course at the beginning of the 2014 school year. | AVATAR IHE membersDr. George Tinterra | May 21, 2014 |
| Next meeting – Wednesday, May 21, at 4:00 p.m., STAR Annex, 4201 Calallen Dr. | Dr. Janet Cunningham | May 21, 2014 |
| **Notes** |  |  |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Dr. Janet M. Cunningham | Executive Director | E2E Partners (P-16 Council) |
| Paula Kenney-Wallace | Division Chair | Coastal Bend College |
| Melissa Morin  | Research & Planning | ESC-2 |
| Polly Allred | Math Instructor | TAMU-Kingsville |
| Paul Johnson | Math Instructor | Del Mar College |
| George Tinterra | Associate Professor | TAMU-Corpus Christi |