

**AVATAR Partnership Region: \_\_\_\_\_\_1\_\_\_\_\_\_\_\_**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | Region 1 Science Vertical Alignment Team Meeting |
| **Meeting Purpose:** |  |
| **Date:** | November 30, 2012 | **Start Time:** | 4:00 | **End Time:** | 6:00 pm |
| **Meeting Coordinator/ Facilitator:** | Laura Saenz | **Location:** |  |
| **Meeting Recorder:** | Laura Saenz | **Meeting Timekeeper:** | Volunteer |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 4:00 – 4:30 pm | Introductions & Opening Activities | P & O(discussion) | Laura Saenz | Introduce team members, summarize past meetings, and explain AVATAR. |
| 4:30 – 4:40 pm  | Data examined and/or collected | P & D | Laura Saenz | Present the data and make decisions regarding the use of the data. |
| 4:40 – 5:40 pm  | Examine chemistry courses across secondary and postsecondary  | W | Laura Saenz | Examine course descriptions, standards, and related assessments |
| 5:40 – 5:50  | Other | D | Laura Saenz | Discuss expansion to other faculty and dissemination of work  |

**AVATAR Meeting Minutes**

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| **Action Item** | **Person Responsible** | **Due Date** |
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| **Notes** |
| **I. Welcome and opening activities [4:00 to 4:30]**-Introductions -Volunteer to take notesWhat is AVATAR? **-** AVATAR is a statewide network of regional partnerships, focused on secondary and postsecondary vertical alignment, to support students’ college and career readiness and success.-AVATAR is a Texas Higher Education Coordinating Board (THECB) funded project which is implemented by the North Texas Regional P-16 Council and the University of North Texas.-Goals: 1. Expand awareness of and create regional vertical alignment initiatives to prepare and support students who are ready and successful in colleges and careers
2. Identify and implement strategies to close regional academic course and expectation gaps
3. Identify processes to assess and celebrate regional progress in preparing college and career readied students
4. Share best practices statewide

-See ***“Houston Pathways Initiative”*** for more information Previous Meetings: October 26th and November 9th **-**Three themes: (a) secondary to post-secondary curriculum alignment including examination of courses and student level data, (b) in-service teacher knowledge and development, and (c) the soft skills associated with college readiness and success. -Discuss article ***“Have Things Changed in 25 Years?”*** -Discuss article ***“Study of the Intersection of Dual Credit Course Policies and End of Course Requirements”*** **II. Data to be examined and/or collected [4:30 to 4:40]**-THECB Pathways Data: MOU with PSJA-data being corrected and/or entered -Review sample Pathways report -***Data template for secondary to post-secondary coursework***-UTPA can run PSJA reports with student last name, first name, and date of birth. School district can include a column indicating whether student took regular, Pre-AP or AP science coursework. * Should we include all science courses in our report as was done with Pathways?
* What are the questions we want to ask? This will dictate the variables we include in our data.

**III. Examine chemistry courses across secondary and post-secondary institutions [4:40 to 5:40]** -***Majors requiring chemistry*** ***-UTPA Chemistry course catalog description*** ***-Academic Course Guide Manual chemistry course description*** ***-UTPA course syllabi***-STC course syllabi -PSJA: AP, Pre-AP and Regular PSJA Course Syllabi -***STAAR Chemistry Blueprint******-STAAR Release Test*** -***Chemistry TEKS*** -***College and Career Readiness Standards:*** specify the knowledge and skills necessary to succeed in entry-level community college and university courses (***see page a35 for Chemistry standards***). -Reference syllabi from UNT ***-AVATAR Postsecondary Course Profile Alignment Template*** **III. Other [5:40 to 5:50]**-Survey UTPA & STC faculty, Secondary faculty and students-When do we include others? -Dissemination of our work **IV. Future Meeting Dates and Agendas [5:50 to 6:00]**-December (?? ? only three weeks), January, February, March, April and May date |

**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Daniel Plas |  | UTPA |
| Laura Saenz |  | UTPA |
| Tim Spears |  | UTPA |
| John Villarreal |  | UTPA |
| Ludivina Avila |  | STC |
| Mahmoud Gassem |  | STC |
| Israel Nicanor |  | PSJA |
| David Gregorio Garza |  | PSJA |
| Luis Suarez |  | PSJA |