

**AVATAR Partnership Region: ESC Region 13**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | ACC Highland Campus Avatar | | | | |
| **Meeting Purpose:** | Review action plan and determine content/agenda for training | | | | |
| **Date:** | 1-22-13 | **Start Time:** | 5:00 pm | **End Time:** | 6:40 |
| **Meeting Coordinator/ Facilitator:** | Jennifer Drumm | **Location:** | | Region 13 | |
| **Meeting Recorder:** | Susan Diaz | **Meeting Timekeeper:** | | Susan Diaz | |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 5:00-5:15 | AVATAR Project Goals | w | Jennifer | Trained new members on project goals. |
| 5:15-5:45 | Review Action Plan | w | Jennifer | Reviewed action and sustainability plan for 2012-2013 . Did not do GenTex presentation. Article is in the revamping stage—will happen on or before June. Video could be taken at the workshop and segmented into 1 hour webinars for people who are unable to attend the f2f workshop to view online. Lessons for soft skills—perhaps craft lessons will replace this? Postpone until further information. Curriculum council updates to be extended to a later date. Wendy shared her document on expectations for Comp I students at ACC. Moriah discussed writing strategies survey as a tool for assessing students’ writing abilities. U of Idaho designing directed self-placement. Creating portfolios that prove students can do the work from the ACC expectations of skills for Comp I. Wendy shared data from Comp I and II and a summary of her work for the article. |
| 5:45 – 6:15 | Workshop; input and potential agenda items | w | Susan | Wendy would present her findings on college readiness. We discussed synthesizing information that is already out there like the Framework in order to further college readiness and STAAR success. Workshop would be f2f before being turned into online components. Each person would take on a one hour piece and the presentation and then we would have a q and a session at the end.  John—non-fiction  Stacia—soft skills  Wendy—findings from article  Susan—EOC  Moriah—Framework, WAW, self-assessment. |

**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** |
| Sketch out rough draft of workshop—ecampus? | Jenn and Susan |  |
| Work on your “part” of the presentation | Moriah, Stacia, Wendy and John |  |
| Budget | Jenn |  |
| **Notes** | | |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Susan Diaz | Literacy Specialist | ESC Region 13 |
| Wendy Lym | Professor, Associate | Austin Community College |
| I. Moriah McCracken | Assistant Professor of English Writing & Rhetoric | St. Edwards University |
| John Villarreal | English IV & English Iv AP/IB Teacher | L.C. Anderson High School |
| Stacia Bowley | English IV Teacher | L.C. Anderson High School |
| Jennifer Drumm | Senior Coordinator, Curriculum & Instruction | ESC Region 13 |
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