

## **PACIFIC NORTHWEST WINE EDUCATION COLLABORATIVE (PNWEC)**

### **Report on PNWEC Annual Meeting & Grant Progress**

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This report regarding NSF-funded PNWEC grant activities and progress is based on discussions at the Annual Meeting of grant participants on June 22<sup>nd</sup> at South Seattle College, and phone and email communications with the project director during the past several months.

#### **Background**

The primary goal of the PNWEC grant is to give Washington students as many options as possible to get a certificate in the wine industry by building on the resources and strengths of each of the participating colleges, while avoiding/eliminating duplication. The summative outcomes for the grant are:

1. Increase annual enrollment from 180 to 250 among the three institutions
2. Increase graduates from 13 to 20 annually among the three institutions
3. Increase enrollment of high school students to 26 annually among the three institutions
4. Enroll 25 students into LAEP at YVCC Grandview Campus annually

#### **Year Three Activities & Progress to Date**

##### Course/Curriculum Development

Participants in the grant continue to develop and submit courses for peer review. The Canvas CMS site created for the purpose of posting and reviewing courses has proven an effective venue for sharing and critiquing courses. During Year Two, the grant participants actively engaged in course review, providing course developers with essential feedback, and will continue this process into Year Three. Despite some early delays, it appears that participants are on track for transitioning courses to online or hybrid formats by the end of the grant.

The colleges will need to secure curriculum committee and State Board approval for course and program changes. The processes for colleges may differ; however, the State Board has a standardized approval process.

### Articulation Agreements

Grant participants continue to work on articulation agreements between the three colleges--YVC, WVC, SSC--to address articulation of certificates and individual classes. Having the appropriate administrators at the Annual Meeting was extremely helpful in moving this effort forward, so that issues with student tuition, fees and testing; transfer of credits; the logistics of sharing class in Canvas; cross-institution registration; and outreach could be addressed.

In addition, the group was updated regarding new articulations with Tech Prep, OSPI General Viticulture class, and new 2 + 2 Transfer Pathway articulations with WSU and CWU.

### Dissemination & Outreach

During Year Two, the partner colleges have engaged in a wide range of dissemination activities, and these efforts will continue into Year Three, with a focus on social media and website presence.

### Other Programming

In Year Two, the training program for Hispanic employees—Latino Agriculture Education Program (LAEP)--was expanded. Previously, the program was taught at WVC, but the hiring of an additional instructor made it possible for the program to be offered at YVC's Grandview Campus. The course--*Enology: Wine Production & Cellar Operation*—is being offered as an AG I-BEST.

### Industry Partnerships

The group discussed continuing efforts to expand course-specific industry partnerships, including the possibility of British Columbia partners. In particular, the group wants to increase opportunities for student internships/externships.

### Assessments

The external evaluator led a discussion about assessments and evaluation, including a review of PNWEC Logic Model, emphasizing the importance of formative assessments to support improvement and sustainability.

The confusion with the “level of education” element in the NSF Annual Report was discussed. Based on communications with the program officer, the project director and external evaluator have agreed that **the level of education refers to where the student is enrolled**. In other words, for all students in this project, level of education would be identified as “Associate.”

The following opportunities for formative and summative assessments were discussed:

- The quantitative data required for the annual reports—enrollments and awards—will be submitted by each institution. **The external evaluator recommends that there be a formal process for collecting and archiving this data.**
- The external evaluator will create a student feedback survey on Survey Monkey which can be used by all participants for improvement and sustainability. The survey would be a course-exit survey. **The draft survey items, agreed upon at the meeting, are provided in an Appendix A at the end of this document.**
- The group discussed the importance of obtaining consistent feedback from industry partners and the potential for using Advisory Committee meetings to obtain this feedback. It may be that a follow-up survey should be conducted post-grant after the graduates are applying what they learned in a work environment.
- The folks engaged in **curriculum development** will be surveyed regarding the process, including assistance from instructional designer(s), Canvas posting-and-review, and value of peer review.
- The external evaluator created a Survey Monkey version of the survey developed for use at FFA events. **If the grant partners need a similar survey, the external evaluator is willing to slightly modify the existing survey to meet specific needs.**
- The potential for a survey of graduates after the completion of the grant was discussed and the external evaluator agreed to create such a survey.

**Notes:**

1. The student surveys may need to be translated into Spanish and the institution partners agreed to help with that process.
2. Some of the assessments will likely need to be conducted after the grant is completed, especially those related to graduate outcomes and industry evaluations of the program. These evaluations will add essential knowledge and promote understanding of the strengths and challenges related to the grant activities and approach. It may be prudent in the coming year to discuss a no-cost extension. The guidelines for NSF no-cost extensions are available in the NSF's *Proposal & Awards Policy and Procedures Guidelines* item c(3). I have copied the relevant sections at the end of this document as Appendix B. The link to the relevant sections of the NSF *Guidelines* is [https://www.nsf.gov/pubs/policydocs/pappg17\\_1/pappg\\_6.jsp#VID3c](https://www.nsf.gov/pubs/policydocs/pappg17_1/pappg_6.jsp#VID3c)

### Winter Washington Association of Wine Grape Growers Meeting

This meeting has provided grant participants opportunities for disseminating information about the courses and certificates being developed and to expand industry partnerships. As in the previous year, college partners will attend the Washington Association of Wine Grape Growers, February 6 – 8, 2018. In addition, a meeting will be held to include the conference attendees and others, including the external evaluator, via phone on February 7<sup>th</sup>.

### Year Three Annual Meeting

The PNWEC Annual Meeting will be held June 21<sup>st</sup>, 2018 and will be hosted by Wenatchee Valley College.

## **Appendix A – Draft Survey Items for End-of-Course Student Survey**

*Questions 1– 3 options: Strongly Disagree, Disagree, Agree, Strongly Agree*

1. This course has helped me further my educational goals.
2. This course has helped me further my personal goals.
3. This course has helped me expand my employment opportunities.

*Open-Ended Questions:*

4. What prompted you to enroll in this course?
5. What are the 2 or 3 most important things you learned in this course?
6. What about this course did you like the most?
7. What about this course would you suggest improving?

### **Possible verbiage for course syllabi:**

*This course has been developed or modified as part of a National Science Foundation Advanced Technological Education grant. The primary goal of the grant is to give Washington students as many options as possible to get a wine-industry-related certificate. You will be asked for feedback at the end of this course to help us improve the courses and certificate programs supported by the grant.*

**Appendix B: NSF's Proposal & Awards Policy and Procedures Guidelines  
Related to No-Cost Extensions**

**c. No-Cost Extension**

(i) Grantee-Approved Extension. Grantees may authorize a one-time extension of the end date of the grant of up to 12 months if additional time beyond the established end date is required to assure adequate completion of the original scope of work within the funds already made available. This one-time extension may not be exercised merely for the purpose of using the unliquidated balances. Grantees are not authorized to extend an award that contains a zero balance. The grantee shall notify NSF, providing supporting reasons for the extension and the revised period of performance, at least ten calendar days prior to the end date specified in the grant to ensure accuracy of NSF's grant data. All grantee-approved extension notifications must be signed and submitted by the AOR via use of NSF's electronic systems.<sup>46</sup> For grantee-approved extensions, no amendment will be issued. The revised end date can be viewed via NSF's electronic systems.

(ii) NSF-Approved Extension.

(a) If additional time beyond the extension provided by the grantee is required and exceptional circumstances warrant, a formal request must be signed and submitted by the AOR via use of NSF's electronic systems. The request should be submitted to NSF at least 45 days prior to the end date of the grant. All late requests must include a strong justification as to why it was not submitted earlier. The request must explain the need for the extension and include an estimate of the unobligated funds remaining and a plan for their use. As indicated above, that unobligated funds may remain at the end of the grant is not in itself sufficient justification for an extension. The plan must adhere to the previously approved objectives of the project. Such requests must be signed and submitted by the AOR via use of NSF's electronic systems.

(b) The first no-cost extension request will be considered for approval by the cognizant NSF Program Officer. The grantee and the PI will be electronically notified of the disposition of this request by the cognizant NSF Program Officer (an amendment to the grant will not be issued). The second (or any subsequent) no-cost extension request will be subject to the approval of an NSF Grants Officer, and, if approved, will be in the form of an amendment to the grant specifying a new end date. Grantees are cautioned not to make new commitments or incur new expenditures after the end date of the award in anticipation of a no-cost extension. In addition, grantees must be aware that most NSF appropriated funds have a limited period of availability for expenditure before the appropriation cancels. No-cost extensions do not extend the period of availability for canceling funds.