Higher Education Challenge Grant Project
'Enhancing Educational Outcomes for Plant Genetic Resources Conservation and Use'
AGENDA for July 7, 2020 via Microsoft Teams

Attending: Pat Byrne, CSU Soil and Crop Sciences
Maria Munoz-Amatriain, CSU Soil and Crop Sciences
Jill Zarestky, CSU School of Education
Kierra Jewell, CSU Soil and Crop Sciences
Walter Suza, ISU Agronomy
Gayle Volk, USDA-ARS, Fort Collins
Candy Gardner, USDA-ARS, Ames (unable to connect)
Gary Kinard, USDA-ARS, Beltsville (unable to connect)
Deana Namuth-Covert, Dr. D's Genetics LLC

The long-term goal of this project is to expand the agricultural workforce that is well trained in subjects relevant to the acquisition, preservation, distribution, evaluation, and utilization of PGR and associated information.

Order of business
1. Update on personnel issues and sub-awards with ISU and USDA (PB)
   a. Sponsored programs at CSU says the sub awards are in queue. Expect to send draft to ISU/USDA this week.
   b. Deana should have been listed as a sub award rather than a consultant. They are learning that there are lots of hoops to jump through for being a consultant. That said, the SOW they are working on looked ok once there is a general statement and they clear with Matt.
   c. The half-time RA to work with Gayle will likely be a full time person for 1 year and then ½ time for the remainder or until money runs out. Easier to higher full time with USDA considering benefits.
   d. GRA for Walter and Maria: may need to start thinking about recruitment strategy and what background they are looking for. With a three year project, might need to start hiring soon.

2. Update on grant announcement (PB)
   a. Pat is working with CSU writer. Walter is working with ISU writer. Gayle is working with USDA writer. Likely to have custom announcements come out highlighting each institute. Hoping to have a draft to CSU shortly. May have announcements out in the next week or so.

3. Intro to project web site (KJ)
   a. Walked through tabs on website. Simple website for a repository of info.
   b. We can add presentations, videos, useful items to develop content. Send to Kierra to post. Add e-books. (Gayle can send to Kierra)
   c. Password protect website (Kierra will do)
   d. Change google spreadsheet to google form (Kierra will do) May need to set up Google Drive for the project. Gayle will send everyone the Google account she made for the workshop for the you tube videos.

4. Discussion of Trello or similar platform for tracking milestones (WS)
    a. Walter walked through a quick overview of the software
    b. Pat likes the way it looks and proposes that he and Kierra take a further look at it.
    c. Should be free to use.
    d. Has threaded discussions and email to help keep track of communication.

5. Evaluation/Dissemination Plan (JZ, GV)
    a. Two parts are up for evaluation: objective 2 and objective 4.
    b. Jill is working on building a spreadsheet of possibility. Need to make decisions on what is needed later to evaluate on. What metrics do we care about and want to collect.
    c. Learning resources (obj. 2): quality and quantity, meeting accessibility guidelines, usage beyond project are some options to consider.
        i. How are we tracking who is downloading materials? Do they need accounts to download? Do we collect information to send surveys on how they are using materials/
    d. Graduate classes (obj 4): class design, tracking student experiences are some options to consider.
    e. Who needs access to human subject data? Any one who needs clearance will need training from Human Review Board.
    f. Gary is building the resource website
    g. Will making people sign up reduce the amount of people that download the materials?

6. Discuss nominees for Advisory Council (PB)
    a. Reviewed spreadsheet. Discussions around several people and groups of people from similar backgrounds.
    b. Need 7-8 people as defined in the proposal. May end up with more than that.
    c. Narrowed down to 10 people from spreadsheet with a variety of backgrounds: experience, young scientist, industry, etc.
    d. Pat will draft invitation language and send to group. Person who knows the nominee best can send the invite.

7. Explanation of Plant Breeding Education for Africa project and interaction with this project (WS)
    a. Walter reviewed the project. Selected by the Gates Foundation to increase food security in Africa. They are developing educational materials targeted to educators. (Masters level students).
    b. Project has three sites: sub-saharan Africa, Ghana, and South Africa.
    c. Farm connections between faculty and students.
    d. Website for project walkthrough:
        i. Has google analytics
        ii. Broken down by lessons, e-learning modules
        iii. Professional learning community led by instructors at ISU. Repurposed ISU courses to fit the need in Africa.

iv. Targeted to grad students. Specifically Masters, but can also work for PhD.
v. Creative commons license. Requires attribution and non-commercial use.
vi. We can adapt what the project has done to help us with ours.
vii. Need to put a link on our site to the PBEA project.

Next meeting in August sometime. Date to come later.