

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION  
INCENTIVES COMMITTEE MEETING

**MINUTES**

December 3, 2020

4:00-4:45 p.m.

ZOOM Meeting ID: 879 1389 6139

MEMBERS PRESENT: C.D. Hoyle  
Amber Gaffney  
Taylor Bloedon  
Jason Meriwether  
Amelia Towse

MEMBERS ABSENT: Katia Karadjova  
Jason Ramos

OTHERS PRESENT: Kacie Flynn, SPF  
Binta Wright, SPF  
Jenn Capps, VPAA/Provost

**I. Call to Order**

C.D. Hoyle called the meeting to order at 4:03 pm.

Katia Karadjova is the Incentives Committee Chair this year, but she is currently on sabbatical overseas this semester. Introductions were made by those present.

**II. Discuss Potential Changes to RFA eligibility requirements**

(Attachment A)

Kacie Flynn provided a brief overview of the Incentives Programs' history to the newer committee members. The committee has received a request to consider broadening the scope/eligibility of the program. Under the current FRA only HSU tenured/tenure-track faculty are eligible to apply. The proposal to this committee is to modify the current 'Request for Applications' to also include lecturers with Research Associate status. Discussion ensued.

**Action Item:** Taylor Bloedon m/s Amber Gaffney "Motion to approve broadening the eligibility of the HSU SPF Incentives Program to also include lecturers with Research Associate status." Motion carried unanimously.

**III. Review Master Summary of Return on Investment (ROI)**

(Attachment B)

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The committee reviewed the Master Summary of Return on Investment (Attachment B), which highlights the success rates of previously funded Incentive Programs Awards from prior years. Discussion ensued.

**IV. Other**

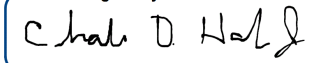
The committee discussed the current timeline of the Incentives Program and the challenges it can pose to academic departments with regards to scheduling. Currently, the RFA is released each fall with a deadline of mid-January. Awards are then announced in February/March for the following year, which typically come after the fall course schedule is already confirmed.

The committee may consider moving up the competition to run late summer through the end of fall. This topic will be added to their spring meeting agenda to discuss amending the timeline for the AY 21/22 call.

**V. Adjournment**

The meeting adjourned at 4:40 pm.

Respectfully Submitted,

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C.D. Hoyle