

CAL POLY HUMBOLDT SPONSORED PROGRAMS FOUNDATION
MEETING OF THE BOARD OF DIRECTORS

MINUTES

Board of Directors

December 9, 2025

9:00-11:00 a.m.

Nelson Hall East, Room 106

&

ZOOM Meeting ID: 886 5909 4006

MEMBERS PRESENT: Amanda Hahn
Chrissy Holliday
Claire Till
Eric Riggs
Jenn Capps
Kerry Byrne
Kevin Fingerman
Rafael Cuevas Uribe
Rouhollah Aghasaleh
Steve Karp
Taylor Bloedon
Emma Frerichs

MEMBERS ABSENT: Celena Linares
Michael Spagna
Jason Ramos

OTHERS PRESENT: Kacie Flynn, SPF
Binta Wright, SPF
Amber Shaw, SPF
Sam Caudill, SPF
Samantha Puentes, Accounting
Monica Myers, Accounting
Pedro Peloso, Biological Sciences

I. Call to Order

Jenn Capps called the meeting to order at 9:00 a.m.

II. Seating of New Board Member

Jenn Capps welcomed Emma Frerichs as the newly appointed Graduate Student Director nominated by Associated Students for a two-year term. Emma is part of the blended pathway under Dr. Hahn; her thesis is on caregiver responses to infant odor.

Action Item: Amanda Hahn m/s Kevin Fingerma n “Motion to formally seat Emma Frerichs to the SPF Board” Motion carried unanimously.

III. PI Presentation: *Dr. Pedro Peloso, Biological Sciences*

Dr. Pedro Peloso is a herpetologist specializing in amphibians and reptiles and serves as an adjunct professor at Cal Poly Humboldt. While conducting research in Brazil, he became drawn to amphibians and has since documented more than 30 species, many of them rare or critically endangered.

An accomplished photographer, Dr. Peloso founded the Documenting Threatened Species Project, which combines field research, monitoring, and photography to highlight lesser-known at-risk amphibians. He dedicates several weeks each year to this work, using storytelling, education, and policy engagement to connect the public with conservation efforts.

He also established a scientific illustration internship, now in its third grant cycle. While he photographs endangered species, student illustrators depict extinct ones, offering a visual record of animals no longer observable in the wild. Their recent work was featured in the *Extintos* exhibition at the Reese Bullen Gallery. The program aims to expand to additional universities and include extinct mammals, birds, and other taxa.

Dr. Peloso’s integration of art and science advances public awareness and fosters greater engagement in species and habitat conservation.

IV. Time Certain 9:15-9:30am: Open Forum for the Campus Community

There were no guest speakers present.

V. Review and Approval of Minutes of September 30, 2025 Board Meetings

(Attachments A & B)

Action Item: Eric Riggs m/s Claire Till “Motion to approve the Minutes of the September 30, 2025 Annual Board Meeting (Attachment A)” 10 Ayes. 0 Nays. 2 Abstain. Motion carries.

Action Item: Eric Riggs m/s Claire Till “Motion to approve the Minutes of the September 30, 2025 Business Board Meeting (Attachment B)” 10 Ayes. 0 Nays. 2 Abstain. Motion carries.

VI. Annual Report of Indirect Cost Recovery Expenditures FY 24/25

(Attachment C)

Kacie Flynn presented Attachment C. Per our Indirect Revenue Distribution Policy, all distributions of indirect revenue are to be managed by the respective groups to facilitate

additional research opportunities within their areas. The policy calls for a brief annual update of how the funds were spent from the President's Office, the Office of Research, the Academic Colleges, and any other major units overseeing research on campus. This is the annual report of spending on distributions made in FY 24/25, which will also be publicly available online.

Rouhollah Aghasaleh inquired about the financial support for KHSU which is mentioned in the report. Kacie Flynn clarified that the transfer of those funds to KHSU is forthcoming and therefore the exact amount is unknown.

VII. Finance Committee Report

(Attachment D)

Kevin Fingerman gave a brief recap of their meeting that took place earlier this week as outlined in Attachment D. Accounting presented the 1st Quarter Financial Report ending September 30, 2025. Indirect cost revenue decreased by \$17K. Invoiced and unbilled Accounts Receivables (AR) of the foundation totaled \$16.2 million, which is a \$1 Million increase from the prior year. The first quarter revenue is above the projected amount in all revenue categories for FY 25/26 (35%). General Operations Expenses for the first quarter came to 23% of the annual budget.

Kacie Flynn presented Pre-Award metrics with year-to-date comparative data on routed proposals and new awards. Through the end of the first quarter, the foundation submitted 71 new proposals, requesting \$39.6 million in funding. In that same time, SPF received 53 new awards totaling \$16.1 million, and the proposal pipeline is \$101.7 million strong.

Kacie Flynn reported to the committee that federal agencies are reviewing changes to Indirect Costs (IDC), including a possible uniform 15% cap. The committee discussed that the cap could significantly affect budgeting and IDC recovery. Kacie will deliver an updated report to the board in the next agenda item.

Action Item: Claire Till m/s Rouhollah Aghasaleh "Motion to accept the Finance Committee Report." Motion carried unanimously.

VIII. Federal Funding Updates

(Attachment E)

Kacie Flynn reported that there have been no new federal award cancellations since the last Board meeting. The federal shutdown has ended, and SPF experienced no major disruptions to normal operations.

Upcoming Office of Management and Budget (OMB) guidance is expected to outline new cost allocation rules, including different distinctions between direct and indirect costs. The full impact is still uncertain. A 30-day public comment period will follow, and each CSU

campus, along with the Chancellor's Office, will submit a response, totaling 24 systemwide comments. SPF has already completed substantial preparatory work, basing its draft response on an assumed 15% across-the-board indirect rate.

Because IDC policy falls under 2 CFR 200, broad federal IDC reform must come from the Office of Management and Budget (OMB) and is not expected to happen until a consensus model is created and transition time is provided.

Discussion ensued about broader institutional trends related to enforcing hard caps on proposals that use reduced indirect cost (IDC) rates. The group also considered whether adopting a fixed 15% IDC rate could, in some cases, raise Humboldt's overall average IDC rate on federal projects, given that many current federal awards, such as those from the Department of Education, use rates of 8% or lower. Steve Karp clarified that many of those lower rate caps are statutory and would not be automatically impacted by OMB's new guidance.

It was noted that overall Humboldt may be less affected by these upcoming changes because only 29% of its grant portfolio is federally funded, which is typically lower when compared to our CSU counterparts.

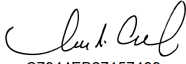
IX. Presentation: Administrative Support Pool for PI's – Pilot Program

Kacie Flynn reported that recruitment for temporary ASCs is ongoing, with 12 individuals having joined the support pool so far. Training for these staff includes one-hour sessions on payroll, travel, hiring, and purchasing. Upon completion, trained staff are added to an email listserv through which PIs may request support directly. While SPF oversees the training process, it does not supervise staff once they are assigned to PIs.

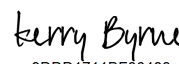
To ensure continued effectiveness, six-month refresher trainings and drop-in support from SPF AP and HR staff will be provided, and biannual feedback from PIs, staff, and colleges will be gathered to refine the program. Regarding budgeting, the committee noted that administrative wages will be charged as Category E (stateside) at a 1.5x rate, and Pre-Award will create standard budget assumptions, recognizing that project needs will vary.

X. Adjournment at 9:55 a.m.

Respectfully Submitted,

Signed by:

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Incoming Board President

Signed by:

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Kerry Byrne, Vice President