CAL POLY HUMBOLDT SPONSORED PROGRAMS FOUNDATION
BOARD OF DIRECTORS BUSINESS MEETING

MINUTES

Board of Directors
March 10, 2026
9:00-11:00 a.m.
Nelson Hall East, Room 106
&
Zoom Meeting ID: 886 5909 4006

MEMBERS PRESENT:	Shawna Young Chrissy Holliday Steve Karp Kevin Fingerman Claire Till Kerry Byrne Rouhollah Aghasaleh Eric Riggs Jason Ramos Emma Frerichs
MEMBERS ABSENT:	Richard Carvajal Taylor Bloedon Amanda Hahn Rafael Cuevas Uribe Celena Linares
OTHERS PRESENT:	Kacie Flynn, SPF Binta Wright, SPF Amber Shaw, SPF Kaz Wegmuller, SPF Pia Gabriel, SPF Jocelyne Takatsuno, SPF Erika Wright, SPF Monica Myers, Accounting Eileen Topic, Accounting Samantha Puentes, Accounting Sherrene Bogle, Computer Science

I. Call to Order

Claire Till called the meeting to order at 9:01 a.m.

II. Seating of New Board Members
(Attachments A & B)

Shawna Young was welcomed as a returning Ex-Officio member of the Board. Richard Carvajal was also welcomed as an incoming member and will begin serving as SPF Board President at the May meeting. President Carvajal was unable to attend today's meeting.

Action Item: Kevin Fingerman m/s Eric Riggs "Motion to formally seat Dr. Shawna Young and Dr. Richard Carvajal to the SPF Board." Motion carried unanimously.

III. Updated Committee Membership 2025-2026
(Attachment C)

With the addition of new appointments and vacancies resulting from departing Board members, the committee roster was updated for the remaining spring meetings, as outlined in Attachment C.

Action Item: Kevin Fingerman m/s Eric Riggs "Motion to approve the Updated Committee Membership for 2025-2026 as outlined in Attachment C." Motion carried unanimously.

IV. Time Certain 9:00-9:15 am: Open Forum for the Campus Community

There were no guest speakers present.

V. PI Presentation: *Sherrene Bogle, Computer Science*

Dr. Sherrene Bogle provided an overview of her active NSF-funded research portfolio, totaling over $1.5 million, as well as collaborative work on an ARI project with PI Matt Johnson. She summarized key outcomes across multiple projects, including peer-reviewed publications, student research and learning opportunities, and regional outreach efforts. Dr. Bogle also discussed future project directions and highlighted challenges related to internal processes and procedures impacting research implementation.

Discussion ensued regarding barriers faced by campus researchers related to ITS purchasing and data security requirements. Follow-up discussions will be scheduled outside of the Board to identify solutions and help provide additional support.

VI. Review and Approval of Minutes of December 9, 2025 Board Meetings
(Attachment D)

Action Item: Rouhollah Aghasaleh m/s Chrissy Holliday "Motion to approve the Minutes of the December 9, 2025 Board Meeting (Attachment D)" 8 Ayes. 0 Nays. 1 Abstentions. Motion Carries.

VII. Incentives Committee Update
(Attachment E)

Kerry Byrne gave a brief recap of the meeting that took place early in the month as outlined in Attachment E. After pre-screening the Incentives Program submissions, SPF received 12 proposals that were complete and met the minimum qualifications for funding. The committee engaged in discussion regarding the merits of each application and the likelihood of successful funding. The annual University Use Funds budget allocates $40,000 for distribution; however, due to carryforward from prior years, a total of $70,000 is available for this award cycle.

The committee voted to award the following 10 faculty members a total of $54,736 in assigned time and $16,000 in summer salary for a total Incentives Award of $70,736 this academic year.

Pedro Peloso	Biological Sciences	Fall 2026 (4 WTU)	$9,952
Tawanda Gara	Env Sci & Mgmt.	Fall 2026 (4 WTU)	$9,952
Joshua Frye	Communication	Fall 2026 (3 WTU)	$7,464
John-Pascal Berrill	Forest, Fire, Range	Spring 2027 (3 WTU)	$7,464
Jennifer Marlow	Env Sci & Mgmt.	Spring 2027 (4 WTU)	$9,952
Catalina Cuellar-Gempeler	Biological Sciences	Spring 2027 (4 WTU)	$9,952
Daniel Barton	Wildlife Mgmt..	Summer Salary 2026	$4,000
Pascal Biwole	Engineering	Summer Salary 2026	$4,000
Joshua Zender	Business	Summer Salary 2026	$4,000
Benjamin Anjewierden	Psychology	Summer Salary 2026	$4,000

The group revisited prior discussion about the potential to include non-teaching staff in proposal applications. At this time, it was confirmed that no changes will be made to the current program eligibility.

Action Item: Kevin Fingerman m/s Rouhollah Aghasaleh "Motion to accept the Incentives Committee Report." Motion carried unanimously.

VIII. Finance Committee Report

(Attachment F)

Kevin Fingerman provided a brief recap of the meeting held earlier in the month, as outlined in Attachment F. Monica Myers (Accounting) presented the Second Quarter Financial Report ending December 31, 2025. For the first half of the year, the effective IDC rate was 11.4%, representing a 1.7 percentage point decrease from the prior year. Indirect cost revenue increased by $321,000. Total invoiced and unbilled accounts receivable amounted to $18.3 million, an increase of $2.2 million from the prior year. Second quarter revenue exceeded projections across all categories for FY 2024/25 at 67%, with notable strength in investment income. General Operations Expenses were at 46% of the annual budget.

Kacie Flynn presented Pre-Award metrics, including year-to-date comparative data on proposals and awards. Through the second quarter, 130 proposals were submitted requesting $65 million, and 92 new awards were received totaling $31.1 million.

Kevin projected a slowdown in IDC recovery based on proposal submissions, attributed in part to federal changes and broader uncertainty in the research funding landscape. He recommended closely monitoring this trend and considering a more conservative approach to IDC distributions in upcoming cycles to maintain a financial cushion.

Kaz Wegmuller noted that several federal agencies and program offices have paused Requests for Proposals (RFPs) due to restructuring, with many experiencing processing delays of new awards. He also highlighted the significant impact of reductions in Department of Education programs, historically a key funding source. Pia Gabriel observed that the slowdown appears to be driven by fewer available RFPs and longer approval timelines, rather than a lack of PI interest. Kevin also noted increased engagement in research among newer faculty hires and emphasized the importance of maintaining stability during this period of uncertainty, framing any adjustments as short-term measures.

Steve Karp emphasized the importance of sustaining the campus research culture and suggested regularly highlighting research activities. Kacie added that SPF is actively identifying and promoting additional non-federal funding opportunities to help offset federal funding reductions.

Action Item: Eric Riggs m/s Rouhollah Aghasaleh “Motion to accept the Finance Committee Report.” Motion carried unanimously.

IX. Discussion: Research and Creative Projects for Equity and Justice (RCPEJ) (Attachment G)

Pia Gabriel raised a question to the Board regarding whether to broaden RFP eligibility language beyond its current focus on BIPOC-led projects addressing systemic racism. The Board discussed the original intent of the program, potential impacts of expanding eligibility, and considerations for maintaining focus while acknowledging other marginalized communities.

Members noted increased interest from applicants serving additional populations and discussed options including revising language, expanding definitions, or maintaining current criteria. Concerns were raised about diluting program intent, increasing competition, and creating ambiguity in the review process.

It was noted that any changes would apply to future proposals beginning next year, as the current cycle has concluded. The Board agreed to revise the language prior to the next cycle. Erika Wright will incorporate Board feedback from today’s discussion and present revised language at the May meeting for final review.

X. Old Business: Administrative Support Pool for PI's – Pilot Program

Kacie Flynn provided an update on the Admin Support Program, noting that four cohorts have completed training, with 11 individuals trained and available to support PIs across four service areas. The program offers flexible overload support compensated at 1.5 times the hourly rate, with no long-term commitment required. Outreach efforts will increase in the spring, with anticipated higher demand during the summer field season.

Discussion followed regarding oversight and workload balance. Shawna Young raised concerns about ensuring supervisors are aware of and approve participation, and that primary job responsibilities are not impacted. Kacie noted that applicants confirm supervisor approval as part of the application process. Kevin Fingerman emphasized the value of the program in supporting PIs and noted that participants are high-performing staff with supervisor support. He suggested including supervisor references as part of the evaluation process.

Additional discussion addressed logistical considerations of work occurring outside regular hours. Kacie noted no issues have arisen to date and that the program remains a pilot, subject to evaluation. Shawna recommended formal supervisor acknowledgment prior to participation.

As this year is being conducted as a pilot, feedback will continue to be collected and incorporated to support the program's long-term sustainability. Assessment and outreach are planned components of the pilot.

XI. Old Business: Federal Funding Updates

This item was tabled until the next meeting due to time constraints.

XII. Other

XIII. Adjournment at 10:58 a.m.

Respectfully Submitted,

Signed by:
Claire Till
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Claire Till, Secretary

Signed by:
Kerry Byrne
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Kerry Byrne, Vice President