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CAL POLY HUMBOLDT SPONSORED PROGRAMS FOUNDATION
BOARD OF DIRECTORS BUSINESS MEETING

MINUTES

Board of Directors
May 12, 2026
9:00-11:00a.m.
Nelson Hall East, Room 106
&
Zoom Meeting ID: 886 5909 4006

MEMBERS PRESENT:	Chrissy Holliday Claire Till Steve Karp Shawna Young Kerry Byrne Kevin Fingerman Rafael Cuevas Uribe Eric Riggs Taylor Bloedon Richard Carvajal Emma Frerichs
MEMBERS ABSENT:	Amanda Hahn Jason Ramos Rouhollah Aghasaleh Celena Linares
OTHERS PRESENT:	Kacie Flynn, SPF Amber Shaw, SPF Binta Wright, SPF Erika Wright, SPF Monica Myers, Accounting Eileen Topic, Accounting Samantha Puentes, Accounting Lorena Cortez, Education Tristan Gleason, Education

I. Call to Order

President Carvajal called the meeting to order at 9:02 a.m.

II. Research Presentation: *Lorena Cortez, Graduate Student, 1st place winner in Education, 2026 CSU Student Research Competition*

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The Board received a research presentation from Lorena Cortez, an Education graduate student and first-place recipient in the Education category at the 2026 CSU Student Research Competition.

Lorena presented her award-winning research, *Amplifying Counterstories and Testimonios about Latine Rural Youth: The Educational Experiences of Oaxacan-American Youth in Rural Humboldt County*. Her research examines the educational experiences of Oaxacan-American youth in rural Humboldt County and challenges deficit-based narratives that often portray Latine students as lacking or disadvantaged. Instead, the study highlights the cultural assets, community connections, and personal strengths these students draw upon to achieve success.

Using interviews with high school seniors, the research explores both the barriers students encounter, including limited resources and systemic inequities, and the strategies they employ to overcome those challenges. The study seeks to elevate strengths-based perspectives, inform equitable educational policies and practices, and recognize the valuable contributions Oaxacan-American youth make to their communities. The Board thanked Lorena for her presentation and congratulated her on her achievement at the CSU Student Research Competition.

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

There were no guest speakers present.

IV. Meeting Dates for Fiscal Year 2026-2027

The Board reviewed the proposed meeting schedule for Fiscal Year 2026–2027. Board meetings are traditionally held on Tuesday mornings from 9:00 a.m. to 11:00 a.m. in Nelson Hall East, Room 106, with a Zoom option available. This schedule is intended to avoid peak instructional hours and accommodate teaching schedules whenever possible.

The following meeting schedule was proposed for Fiscal Year 2026–2027:

September 29, 2026
December 8, 2026
March 9, 2027
May 11, 2027 *finals week

Action Item: Claire Till m/s Steve Karp "Motion to approve the new meeting schedule for Fiscal Year 2026-2027." Motion carried unanimously.

V. Review and Approval of Minutes of March 10, 2026 Board Meeting

(Attachment A)

Action Item: Eric Riggs m/s Kevin Fingerman "Motion to approve the meeting minutes of the March 10, 2026 Board Meeting." Motion carried unanimously.

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VI. Finance Committee Report

(Attachment B)

Taylor Bloedon and Kevin Fingerman presented the Finance Committee Report and provided a summary of the committee meeting held earlier in the month, as detailed in Attachment B.

For the first nine months of the fiscal year, the effective indirect cost (IDC) rate was 11.0%, representing a decrease of 1.5 percentage points from the prior year. Total invoiced and unbilled accounts receivable amounted to $21.7 million, an increase of $9.1 million compared to the previous year. At the conclusion of the third quarter, the Sponsored Programs Foundation administered 589 active projects with a total award portfolio of $204.9 million and maintained a strong proposal pipeline.

The committee also reviewed the proposed Fiscal Year 2026–2027 General Operations Budget as presented by SPF management and voted to recommend its adoption by the Board.

As part of the ongoing discussion regarding indirect cost distribution, Kevin noted that temporarily retaining a portion of IDC distributions may be prudent to support the Foundation's long-term financial sustainability.

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

VII. Sponsored Programs Foundation FY 26/27 Proposed Budget

(Attachment C)

Kacie Flynn presented the proposed Fiscal Year 2026-2027 General Operating Budget and reviewed the budget notes included in Attachment C. Kacie highlighted three new University Use budget line items: IdeaFest, the CSU Student Research Competition, and the CO Enhancement Fund.

Discussion followed regarding SPF's reserve policy. Kevin Fingerman requested clarification on the annual reserve allocation. He noted that SPF previously maintained a reserve cap based on a fixed dollar amount but now reserves 30% annually. In response, it was noted that establishing an overall reserve cap is not anticipated at this time, as the current policy allows reserve growth to occur gradually and organically in alignment with the Foundation's spending trends and operational needs. The reserve policy is reviewed at least annually by the Finance Committee, typically each September, to ensure continued alignment with current cash flow requirements and expenditure patterns.

The approved Fiscal Year 2025–2026 operating revenue budget was $5,290,000. The proposed Fiscal Year 2026–2027 operating revenue budget is $5,608,000. The approved Fiscal Year 2025–2026 operating expenditure budget was $4,911,429, and the proposed Fiscal Year 2026–2027 operating expenditure budget is $5,163,463. Significant year-over-year budget variances are detailed in Notes 1–6 of Attachment C.

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Action Item: Taylor Bloedon m/s Kevin Fingerman "Motion to approve the Fiscal Year 2026-2027 General Operating Budget as recommended by the Finance Committee." Motion carried unanimously.

VIII. Equipment Transfer to Cal Poly Humboldt for Quarter Ended March 31, 2026
(Attachment D)

Action Item: Kevin Fingerman m/s Chrissy Holiday "Motion to approve the transfer of ownership of equipment on the attached list from the Sponsored Programs Foundation to Cal Poly Humboldt for the quarter ended March 31, 2026." Motion carried unanimously.

IX. Research Highlights Booklet

Erika Wright, Associate Director of Research Development and Strategy, presented the newly developed SPF Research Highlights Booklet. Erika explained that the booklet was inspired by a research publication shared by a visiting delegation from Australia approximately two years ago. The publication showcases interviews, photographs, and information highlighting a variety of research projects and Principal Investigators supported through the Foundation.

During discussion, Steve Karp suggested making a digital version of the booklet available for distribution and linking it to academic department webpages as a tool to support student recruitment and faculty hiring efforts.

Kevin Fingerman suggested developing a condensed version of the publication, such as a brochure or two-page summary. SPF noted that similar information is also currently available through the annual 'Quick Facts' publication, which is posted on the SPF website for download.

X. Old Business: Research and Creative Projects for Equity and Justice (RCPEJ)
(Attachment E)

Kacie Flynn presented updates to the Research and Creative Projects for Equity and Justice (RCPEJ) program. The revisions reflect feedback and recommendations provided by the Board at its previous meeting and are incorporated into Attachment E. The item was presented for informational purposes only, and no Board action was required.

XI. Old Business: Federal Funding Updates

Kacie Flynn provided a high-level update on the federal funding environment and its impact on the Foundation's research portfolio. Kacie reported that no additional project terminations have occurred since the Board's previous meeting.

The TRiO Talent Search program, which was canceled in fall 2025, remains subject to ongoing litigation. The program has also applied for a new funding cycle. There is potential

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for both new funding and reinstatement of prior funding, with additional information expected by September 2026.
Funding for the Children's Center (CCAMPIS) was also discontinued in fall 2025. A new funding application is being prepared, and funding decisions are anticipated later this fall.

TERAS funding has remained uncertain for an extended period. Although a Notice of Award was received, the contract was never issued. Project activity has recently resumed; however, funding has been reduced from the originally anticipated level.

During discussion, Board members noted changes in federal request for proposals (RFP) language and discussed the increasing need for applicants to carefully frame project narratives and scopes of work to align with evolving federal funding priorities and reduce the likelihood of proposal rejection.

XII. Other

President Carvajal expressed appreciation to Dr. Kevin Fingerman and Dr. Amanda Hahn for their years of service on the Board. Their elected terms will conclude in September 2026, making this their final regular Board meeting as seated members. The University Senate is expected to elect their successors in early fall, prior to the Annual Board Meeting.

President Carvajal also announced that Dr. Chrissy Holliday will be departing the University this summer. Peggy Metzger, Interim Vice President for Enrollment Management and Student Success, will join the Board as her successor.

XIII. Adjournment at 10:13 a.m.

Respectfully Submitted,

Signed by:
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Richard A. Carvajal, President

Signed by:
A7660144511E4D4...

Claire Till, Secretary