

HUMBOLDT STATE UNIVERSITY
SPONSORED PROGRAMS FOUNDATION
FINANCE COMMITTEE MEETING

MINUTES

March 2, 2023

1:00-2:00 p.m.

MEMBERS PRESENT: Jeff Kane
James Woglom
C.D. Hoyle

MEMBERS ABSENT: Tom Jackson
Jenn Capps
Jason Ramos

OTHERS PRESENT: Kacie Flynn, SPF
Binta Wright, SPF
Sam Caudill, SPF
Kelly Dickey, Accounting

I. Call to Order

Jeff Kane called the meeting to order at 1:08 p.m.

II. Review 2nd Quarter Financial Statements

(Attachment A)

Kelly Dickey of Financial Services presented the 2nd Quarter Financial Report ending December 31, 2022. For the first six months, the effective IDC rate was 11.5% which is a 2.2-point increase from the prior year. The six-month revenue is above the projected amount for FY 22/23, and spending is exactly on track with projections.

Invoiced and unbilled Accounts Receivables (AR) of the Research Foundation totaled \$12.7 million, which was a \$1.2 million decrease from the prior year. At the end of the 2nd Quarter, there were 622 active projects with a total award portfolio of \$140 million. Comparatively, at this point in FY 21/22 there were 578 active projects with a total award portfolio of \$100 million.

The 'K-16 Redwood Initiative' award was noted in Accounting's report. This large dollar award will have an impact on a number of metrics going forward, as the funder pre-paid

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45% of the award (\$7.25 million) which has been substantially beneficial for the SPF cash flow.

In the first six months, the foundation submitted 157 proposals requesting \$72 million in funding. In that same time, SPF received 131 new awards totaling \$37.4 million. Both were record highs at this point in the year.

Kacie noted the proposal pipeline is \$89.4 million strong, citing over the course of the next fiscal year there are: 128 "Pre-Routing Proposals" in the que totaling \$31 million in potential submissions, 4 "Routings approved but not yet submitted" in the amount of \$4 million and 97 "Proposals submitted still waiting on notification" totaling \$54 million requested.

III. The Future of Business Services Management

Kacie Flynn addressed the sustainability of SPF's portfolio growth. The business services arrangement that we have today was not created to be a permanent solution. We entered into that partnership in 2010 knowing that it was mutually beneficial; SPF needed the infrastructure support and the campus was in a better position to provide it at that time.

SPF has since outgrown the model, which should be viewed as a positive sign all around. Succession planning is already in motion with support of the Provost and those divisional leads providing current services. The current fiscal year contract ends June 30, 2023.


After that SPF will be switching to a direct reimbursement model which will allow them to 'right-size' their staffing levels. SPF will be able to address their capacity needs more quickly and be responsive to growth. Discussion ensued.

IV. Other

V. Adjournment

The meeting adjourned at 1:53 p.m.

Respectfully Submitted,

DocuSigned by:

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Jeff Kane