

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION  
BOARD OF DIRECTORS BUSINESS MEETING

**MINUTES**

December 13, 2016  
8:30-10:00a.m.  
Corbett Conference Room, SH 222

**MEMBERS PRESENT:** Lisa Rossbacher  
Sue Ringwald  
Amy Sprowles  
Jason Ramos  
C.D. Hoyle  
Steve Karp  
Richard Boone  
Ronnie Swartz  
Alison O'Dowd  
Chris Dugaw  
Ivy Widick  
Steven Shoemaker

**MEMBERS ABSENT:** Peg Blake  
Alex Enyedi  
Craig Wruck  
Rick Brown  
Renee Byrd

**OTHERS PRESENT:** Kacie Flynn, HSU SPF  
Andrea Barrera, HSU SPF  
Denise Bettendorf, Accounting  
Chrissie Anderson, Accounting  
Joyce Lopes, Administration & Finance  
Joshua Meisel, Sociology  
Erick Eschker, Economics

**I. Call to Order**

Lisa Rossbacher called the meeting to order at 8:30 a.m. Introductions were made by all in attendance.

**II. Seating of New Board Members**

President Rossbacher welcomed two new board members: Steven Shoemaker and Ivy Widick, both HSU Graduate Students who have been appointed by Associated Students.

**Action Item:** Chris Dugaw m/s Alison O'Dowd. "Motion to formally seat Steven Shoemaker and Ivy Widick to the Board." Motion carried unanimously.

**III. Research Presentation: Joshua Meisel & Erick Eschker, HIIMR**

Josh Meisel, Associate Professor of Sociology and Erick Eschker, Professor of Economics are both co-founders of the Humboldt Institute for Interdisciplinary Marijuana Research (HIIMR). The institute seeks to study the economic, social, physical, and environmental health of individuals and communities through the interdisciplinary scientific study of marijuana. Their objective is to disseminate research to policy makers, researchers, and health professionals. They recently obtained a contract through the CA Department of Public Health to produce a Standardized Regulatory Impact Assessment (SRIA) for new medical marijuana regulations. With the recent passage of Prop 64, there will be \$10M in available funding to California universities that HIIMR will be seeking.

**IV. Time Certain 8:45-9:00am: Open Forum for the Campus Community**  
There were no guest speakers present.

**V. Review and Approval of Minutes of September 29, 2016 Board Meetings**

**Action Item:** Amy Sprowles m/s Sue Ringwald. "Motion to approve the Minutes of September 29, 2016 Annual and Business Board Meetings." 10 Ayes, 2 Abstentions. Motion carried.

**VI. Annual Report of Indirect Cost Recovery Expenditures FY 15/16**

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 Academic Colleges, and the Dean for Research. Attachment C is the annual report of spending for distributions made in FY 15/16.

**Action Item:** C.D. Hoyle m/s Chris Dugaw. "Motion to accept the Annual Report of Indirect Cost Recovery Expenditures FY 15/16." Motion carried unanimously

**VII. Finance Committee Report**

Amy Sprowles gave a brief recap of their meeting. For the year end, the effective IDC rate was 10.8%. At the end of the 1<sup>st</sup> Quarter there were 312 active projects with a total award portfolio of \$59.6 million. In the first quarter, the foundation's Pre-Award submitted 58 proposals requesting \$26.2 million in funding. In that same time, SPF received 53 new awards totaling \$10.3 million.

The Finance Committee also reviewed the proposal for transferring four properties held by the HSU Sponsored Programs Foundation. The newly established HSU Advancement Foundation Real Estate Holdings Corporation (HSUREH) was created to acquire, manage, and then transfer or dispose of real estate property while protecting the university and its foundations from liability. This proposal will be further reviewed and discussed at the next Finance Committee meeting. They will make a recommendation which will then come back to the full board for a final vote.

Lastly, SPF is exploring the use of outside vendors to manage our 403(b) plan. SPF has contacted two vendors; a local firm (Premier) and another currently used by San Diego State Research Foundation (NFP). The committee agreed to invite them both to

give formal presentations on campus to board members at a special meeting. SPF Management is also working with Administrative Affairs to prepare a 'Review for Qualifications' to explore any additional 3rd party vendors the board may want to consider.

**Action Item:** Richard Boone m/s Ronnie Swartz. "Motion to accept the Finance Committee Report." 11 Ayes, 1 Abstention. Motion carried.

**VIII. Equipment Transfer to HSU for the Quarter Ended September 30, 2016**

Steve Karp gave a brief recap of the process for transferring equipment purchased on HSU SPF grants and contracts. Joyce Lopes explained that if the campus does not have a need for the items being donated, ITS and the Sustainability Coordinator will work with local schools to repurpose the equipment/computers whenever possible.

**Action Item:** Sue Ringwald m/s Alison O'Dowd. "Motion to approve the transfer of ownership of equipment on the attached list from the Sponsored Programs Foundation to Humboldt State University effective September 30, 2016." Motion carried unanimously.

**IX. Other**

Amy has received inquiries from Faculty in her college regarding the Indirect Revenue Distribution Policy and how it originated. Steve gave brief history of how the Finance Committee crafted it in 2011. Steve offered to come speak to any departments that had questions regarding the policy. Discussion ensued. President Rossbacher recommended HSU SPF publish the results of the Annual Report of Indirect Cost Recovery Expenditures in the spring newsletter to provide greater visibility to the campus community of how those funds are being utilized.

HSU SPF submitted comparative metrics against similar size CSU research organizations as part of its annual Five-year business and budget planning meeting with the President. Joyce Lopes mentioned that SPF compared very favorably and requested it be distributed at the next board meeting.

**X. Adjournment at 9:38 A.M.**

Respectfully Submitted,



Lisa Rossbacher, President



Chris Dugaw, Secretary