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OFFICE OF RESEARCH & SPONSORED PROGRAMS



BULLETIN • SUMMER 2021

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WELCOME BACK!

Our office would like to welcome back our Principal Investigators (PI's) and their staff. We hope this summer gave you all the well-deserved break that we have all needed. We're looking forward to helping our researchers transition back this fall. Included in this bulletin is a recap of important updates you may have missed during the break...

NORTH COAST OTTERS HAVE ARRIVED!

Nothing says summer fun like an otter treasure hunt! The Office of Research & Sponsored Programs is proud to be a part of the long-awaited North Coast Otters Public Arts Initiative.

North Coast Otters merges art and science, encouraging imagination and observation from our region's rich creative community. "The initiative arose from a desire to share what we are learning about wild river otters with the community" says Dr. Jeff Black, the PI of the project.

The treasure hunt features 108 three-foot-tall otter sculptures scattered in various places throughout Humboldt and surrounding counties.

The search for otters will continue until the end of September 2021 and you can download your guidebooks [here](#). Spot at least 20 otters to enter the raffle and win a number of prizes from local businesses throughout Humboldt. If you would like to learn more about this project, contact OtterArt@humboldt.edu.



KRONOS HR MODULE NOW LIVE

If you have any questions/feedback regarding any of these updates, please feel free to give us a call

(707) 826-4189

Tired of submitting paper hiring documents? So are we! HSU SPF has now launched a new HR System to automate the hiring & appointment process to be completely paperless.

It's now time to begin campus-wide training for Principal Investigators and their support staff to learn this new system. We will have open/drop-in training opportunities available every Tuesday and Thursday between 9:30am-10:45am and 1:00pm-2:30pm. To join us via Zoom during those training hours, click here: <https://humboldtstate.zoom.us/my/kronos.training>



It's important that all SPF PI's and/or Supervisors complete training prior to submitting new appointments through KRONOS HR.

We always appreciate your patience and understanding as we navigate through these difficult times.

In addition to PI's, "Timekeepers" will now be able to submit HR Actions through KRONOS as well to initiate new employee hiring, pay changes, category/timebase adjustments, and submit separation/termination forms for projects. To Add/Remove a Timekeeper, PI's can submit the **KRONOS Timekeeper Delegation of Authority Form.**

HSU SPF will offer additional training opportunities upon request. Please contact Binta Wright at (707) 826-5169 or bnw107@humboldt.edu for more information.

EXPANDED FLEXIBILITY WITH SPF PROCARDS

The SPF ProCard simplifies the procurement process for low-dollar purchases related to your grants/contracts and replaces the need for check requests, purchase orders, and invoices. In early August, we emailed a **memo to PI's** outlining new & expanded flexibility for making certain types of ProCard payments such as security deposits, rental agreements, and utilities. If you do not currently have an HMSPF ProCard but would like to apply for one, please contact your Post-Award Grant Analyst for more information.



PI SPOTLIGHT

DID YOU KNOW...

During the FY 2020/2021 the HSU Sponsored Programs Foundation submitted over **\$84 million** in new proposals; a record-breaking year for HSU!

Congratulations to May Patiño (Anthropology) who is among 25 faculty and staff from Hispanic-Serving Institutions who were named USDA 2021 E. Kika De La Garza Fellows! This summer fellowship program offers experiences in policymaking and research through direct interaction with every USDA agency.