



### **Greetings**

I hope your summer is going well and that you have had the opportunity to spend quality time with family and friends. I'm excited to be serving as Interim President for Chadron State College this year, and I look forward to meeting each of you and learning more about your contributions to the Eagle community. Thank you for all you do. Please continue reading to learn more information about all that is happening at CSC.

### **Strategic Plan Update**

Based upon the time and efforts of many of you across the campus, an initial draft of the strategic plan has been developed that identifies seven priority areas. Thank you so much for your engagement in this process! The Strategic Planning Task Force will be asked to reconvene early this Fall to provide feedback on the priority areas and further develop and refine the plan, which will include identifying specific outcomes for each area and aligned metrics for assessing our success in meeting these outcomes.

### **Enrollment Management**

The Enrollment Management team has worked hard to get its team up to nearly full-strength. Four new admissions counselors and an assistant director in charge of graduate recruiting have been hired. This is a great way to start the new recruiting cycle and begin working on the 2026 recruiting class. A full story about the team will be shared with campus soon.

On Thursday, August 14, all new students will arrive on campus, ready to begin their journey as Eagles. As we welcome them to the Chadron State community, we invite all faculty and staff to participate in Convocation, which is scheduled for Friday, August 15, at 2 p.m. at the Chicoine Center. The ceremony will serve as an official welcome for the incoming class and mark the start of the academic year. This brief, meaningful event will include students, their families, and members of our campus community, and will conclude with a class photo on the football field.

We'd love for faculty and staff to help create a warm and celebratory atmosphere by lining the west sidewalk from the Chicoine Center at approximately 2:20 p.m. to the football field as students walk to the field. Your presence makes a lasting impression and helps set the tone for their college experience.

### **Academics**

Dr. Andrea Lofgren began as the Director of Assessment and Accreditation on July 14. Dr. Lofgren's focus will be onboarding with members of the Continuous Institutional Improvement



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Committee (CIIC) and familiarizing herself with CSC's systems and work to date. As duties are transitioned to Dr. Lofgren, she will be reaching out to departments to introduce herself and begin work on assessment activities for the 2025-26 academic year.

Additionally, in July, Dr. Brittany Helmbrecht officially assumed the role of Dean of Professional Studies and Applied Sciences. Dr. Helmbrecht served as interim dean last academic year, and we are thankful for her contributions thus far.

Project Strive has been awarded its grant for 2025-30. The 2025-26 grant aid notification has been processed and approved for the upcoming school year. This is great news, and CSC is thankful Project Strive has not been affected by recent Department of Education cuts. College Relations has helped produce some wonderful stories highlighting the efforts of Project Strive and its wonderful students. The stories are available on the CSC website.

On Aug. 27, Project Strive will have a table in the Student Center for students, faculty, and staff to write down thoughts on why #TRIOworks. The postcards will be mailed to the Council for Opportunity in Education and delivered to our representatives in Washington D.C. when they return from summer recess. Please mark your calendars and join us in advocating for this important program.

The inaugural Eagle Success Summit at Chadron State College is scheduled for Aug. 29, from 8 a.m. to 2 p.m. at the Student Center. Academic Affairs faculty and staff are expected to attend. Staff from other departments should talk with the Cabinet member in charge of their area to determine attendance expectations. This one-day professional development event is designed to unite CSC faculty and staff in pursuit of a shared goal: fostering student success and well-being. All classes that conflict with this event will be moved to online, asynchronous learning on this day. Please RSVP by Aug. 8, to help with seating and refreshment planning. You can RSVP at: <https://forms.office.com/r/qzgAgnTSnp>

Finally, two finalists were invited for campus interviews for the Dean of Business, Math, and Science. The candidates presented on July 18 and July 21. Once a finalist is chosen, an announcement will be made.

### **Athletics**

Chadron State College's Athletic Program finished up its 2024-25 academic year with standout performances across the department's three pillars: classroom, competition and community.

In the classroom, three CSC programs – women's golf and women's indoor and outdoor track and field – won Brechler Awards, which are given by the Rocky Mountain Athletic Conference to the program with the conference's top GPA in each sport. The three wins tie a department record for a single year.

Women's golfer Aubree Heinsma earned the department's third RMAC Summit Award of the year, given to the student-athlete with the top GPA in each sport. Chadron State athletics finished with a 3.47 cumulative GPA across all NCAA student-athletes in the spring semester.



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In competition, three track and field student-athletes qualified for the Division II national championships. All three (Chayton Bynes, Trace Hanchett and Nicquaine Henry) finished between ninth and 12th place in the nation in their respective events, earning Second Team All-America honors. On the diamond, Softball's Lauren Zimmerman set a new Chadron State record with 141 runs batted in. She was also named the Clyde Bond Award Winner by the department following the spring semester. Finally, in the Rodeo arena, Brooke McCully finished eighth in the final standings among 61 cowgirls in the breakaway roping event at the College National Finals Rodeo in June.

In the community, CSC has welcomed more than 2,000 local participants to summer sport camps so far, with more planned. The department will also resume its Friday after-school programming at the beginning of September.

CSC will welcome two new coaches for the 2025-26 season. They are former Otero Junior College coach Skye Koehl, who will lead CSC's softball program, and former CSC assistant Jalen Little, who returns to lead the women's basketball program.

### Administration and Finance

**Accounting and Business Office:** The Accounting staff are busy with year-end processing, completing accounts payable and reconciliation procedures. The annual audits are currently in progress. CSC completes three annual audits related to differing funding sources. These concurrent audits include Federal activity and revenue bond auxiliary activity audited by FORVIS and the state funding accounts audited by the State Auditor of Public Accounts (APA). The Business Office is busy with fall term setup, billing, and account questions. They look forward to students returning to campus this fall.

**Budget:** As of June 30 (before the final fiscal close, so this may change), tuition revenues were 99.02% of the tuition budget, and expenses were at 94.74% of the budget. Before taking into consideration accounts receivable uncollectible revenues, our revenue was approximately \$115,000 under budget. Tuition remissions were at 20.97% of our tuition revenue. Thank you for your help in limiting and reducing expenses so we could end the year in a positive position.

**Conferencing:** The Conferencing Office has now published the new 2025 Facility Use Handbook. This handbook includes information on facility use services, policies, rental rates, and more. Download the handbook at the Conferencing webpage: <https://www.csc.edu/conferencing/>.

The Conferencing Office is excited to continue expanding services for both internal and external individuals. The Facility Use Handbook; creation of an electronic reservation form, along with an updated brochure, new panoramas of all reservable rooms; and proposed updates to the Student Center will support these efforts.

**Contract process:** In April 2025, an update was made to the Contract for Services - Guidance and Instructions, as well as the Long and Short Form Contracts. All three updated documents can be



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found at:

<https://eaglescsc.sharepoint.com/sites/Forms/Lists/Forms%20Repository/Forms%20Repository%20%20All%20Employees.aspx?sortField=Category&isAscending=true&viewid=2325aa49%2D880c%2D44d5%2Dae66%2Dc0514be3f021&e=VJ3reC&cid=019ce992%2Dcbf3%2D4967%2D9a81%2Da699ca8fe38a>

The new Long and Short Form Contracts has an effective date of April 2025 at the bottom left corner of the last page. All outdated forms submitted for review will be returned with a request to transfer the information to the updated form.

There were approximately 75 contracts, also known as agreements, memorandums of understanding, memorandums of agreement, statements of work, reviewed and finalized during the second quarter of 2025. With 63 working days in the quarter, there was an average of 1.2 contracts per working day. The number of contracts does not include Facility Rental Agreements or Grant Agreements/Awards.

**2025 Employee Handbook:** Human Resources emailed the 2025 CSC Employee handbook to campus July 18. Please note, there were changes to the following sections:

- Accidents
- All campus announcements
- Bookstore
- Copiers
- Dress code
- Fax machine
- Food service
- Keys
- Personal property on campus
- Supplies and purchases
- Work rules and disciplinary action

It is recommended you read the entire handbook, which is located at:

<https://www.csc.edu/hr/policies--information/>.

**Success Factors:** Human Resources has been working with the University of Nebraska and the System Office on the implementation of Success Factors and a new Position Description tool. The soft launch of Success Factors and the Position Description tool began in late June, and all future positions will be posted with Success Factors. PeopleAdmin will be phased out mid-September, and any searches not filled at that time will be failed and reposted in Success Factors. There will be no changes to the bi-weekly posting/hiring process for at least the Fall semester, and additional updates will be provided as more information is available.



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**Open enrollment for benefits:** Blue Cross Blue Shield sent notices regarding cost increases to employees in July. Open enrollment will occur August 1, and email communications will be sent to all benefit eligible employees. If you do not want to make any changes, you do not have to take any action. The exception is ASI Flex 125, which requires re-enrollment each year if you choose to elect FSA Healthcare or FSA Dependent care. More information will be available soon via email.

**Math Science COIL:** There is some drainage work around the south side of the building that needs to be addressed. This is considered warranty work and will be completed by the contractor. We are still awaiting details from the contractor about scheduling.

The 1% for Art installation project began with the foundation installations the week of July 21, and the art installation will start the week of July 28. The project is estimated to be completed by July 30. The 1% for Art committee chair, Daniel Binkard, is working on an unveiling event for this artwork and details will be announced later.

**Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) water main replacement:** The second phase of this project started in May with the replacement of the water main between the Student Center and Burkhiser and the addition of a water main between 10th St. and Shelton St. to the Student Center in front of Kent Hall. These sections were completed in June; however, the water lines must be pressure tested and put into operation, the holes require backfill, and landscaping needs to be repaired. The second phase also included the replacement of the water main at 10th and Main St. to the Heating Plant. This section started in July and is scheduled to be completed by the first part of August. This project is funded by federal funds passed through the State of Nebraska to CSC.

**Old Admin elevator repairs:** A fully executed contract for this project was received at the end of May, and we recently learned the equipment will ship during the first week of September. The repair and modernization cannot start until after the equipment arrives. TK Elevator is working on a tentative schedule, which will be provided once available. It is anticipated this project will be completed toward the end of the fall 2025 semester. This project is funded by the 309 Task Force for Building Renewal.

**West Court and Brooks Hall asbestos abatement:** Asbestos abatement projects are moving forward for both West Court and Brooks Hall. Abatement is complete at West Court, and we are awaiting a price estimate for the demolition of the building. We would like to have the demolition completed by the end of the fall 2025 semester, but it will depend on the estimate and contractor availability. This demolition is funded through facility fees.

For Brooks Hall, the College received a proposal for abatement monitoring, with abatement to be bid out in fall 2025 and completed in early 2026, followed by demolition. This project is funded through contingency maintenance funds.



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**Sparks Hall:** This project kicked off in June and has been moving slowly due to weather conditions and material delays. The soffits and gutters should be replaced by the end of July, and shingles are expected to be installed at the beginning of August. This project should be completed by the middle of August. This project is funded by the 309 Task Force for Building Renewal.

**King Library and Nelson Physical Activity Center:** The 2022 windstorm caused roof damage to both the King Library and the Nelson Physical Activity Center. While temporary repairs were made, permanent fixes are still needed. CSC submitted both projects for emergency funding through the 309 Task Force for Building Renewal; however, due to competing priorities, we were asked to resubmit this fall. We are optimistic the 309 Task Force for Building Renewal will assist with these repairs or replacements. If we are awarded funding for these projects, we will work on bidding the projects out as quickly as possible so that we can hopefully have the work completed next summer.

**Deaeration tank replacement in the Sheaman Heating Plant:** TSP is finalizing the design for the tank replacement. Once the design is complete, the project will be bid out with the intent for work to be started after spring 2026 commencement. This tank replacement will require a portion of the Heating Plant roof to be removed and replaced. The project is funded by the 309 Task Force for Building Renewal.

**Boiler #3 replacement and Boiler #4 repair in the Sheaman Heating Plant:**

The repair to boiler #3 was completed in May, and TSP's design for the boiler #4 replacement is almost complete. The replacement of boiler #4 will likely occur after the spring 2026 commencement, as this project will require a portion of the Heating Plant roof to be removed and replaced. The project is funded by the 309 Task Force for Building Renewal.

The College has also contracted with TSP to complete a study concerning the four boilers and chillers in the Sheaman Heating Plant. This study will allow the College to make decisions regarding a phased replacement of boilers #1, #2, and #3 in the Heating Plant. This portion of the project is funded with facility fees.

**Dining Hall renovation:** The dining hall renovation is almost complete, with only a handful of items remaining. One of the items is the installation of the new exit doors to the north of the dining hall. The dining hall customer flow was changed as part of this renovation. The previous exit doors will now be the entrance, and there is a new point of sale system at that location. The previous entrance doors will be emergency exits only, and the new exit doors will be past the dish drop off station on the north side of the dining hall. Some additional updates you'll notice include new flooring, new paint, CSC and Fresh Ideas graphics installed, a new salad/soup bar station, a new allergen station created, and new heat lamps over the hot stations. This project was funded by Fresh Ideas and contingency maintenance funds.



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**Backyard project:** The Backyard project (formerly known as the Fire Pit project) kicked off with Lee Davies Architecture at the end of April. Lee Davies completed the schematic design and is working on design development this summer. We are hopeful the design development and construction documents can be completed in time to bid the project out this fall, so that the project can be completed next summer. This project was requested by the Student Senate and is being funded with student activity fees.

**Utility tunnel repair along Main Street:** The utility tunnel running north and south along the west side of Main Street requires repair. There is a degraded section of this tunnel running in front of the Sandoz Center which requires a sidewalk closure. We are working on an emergency funding request with the 309 Task Force for Building Renewal, and we are optimistic they will provide funding for this repair. We also had an engineering firm look at the tunnel to provide us with an estimate to complete the repair specifications.

**Work order process:** For non-emergency facility issues, trained individuals with Facility One access (requestors) should submit work orders as needed. Each building has two to three designated requestors.

For emergency facility issues during regular business hours, please call 308-432-6225 first, then submit a work order.

For after-hours or weekend emergencies, call the Sheaman Heating Plant at 308-432-6226. A physical facilities employee will contact the appropriate personnel to address the issue. A follow-up work order may be submitted if needed.

The following list of emergency issues is not all-inclusive:

- Electrical: power outages, exposed or damaged wiring, elevator entrapment
- Plumbing: leaking or burst pipes, sewage backup
- HVAC: loss of heating or cooling, gas leaks
- Grounds: flooding, fallen trees blocking access

**Work Order Data**

Please see below for work order data completed on campus from April 1 to June 30, 2025.

Category	Work orders submitted	Work orders open	Work orders closed	Work orders on hold	Avg. days to complete
Carpentry	266	12	252	2	6.19
Electrical	194	8	185	1	3.42
HVAC	130	4	125	1	21.5
Painting	39	9	30	0	23.7
Custodial	82	3	79	0	7.2
Grounds	150	9	141	0	8.87
Plumbing	116	5	111	0	1.99
<b>TOTAL</b>	<b>977</b>	<b>50 (5.1%)</b>	<b>923 (94.5%)</b>	<b>4 (0.4%)</b>	



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*Carpentry:* There are 3.5 full-time equivalent Repair/Maintenance personnel who are carpenters. They work on a variety of items like door and window repairs, lock repairs, keys, flooring repairs, furniture repairs, etc.

*Electrical:* There is currently one FTE Master Electrician who works with the campus electrical needs. This individual works on a variety of items like installing light fixtures, identifying electrical needs for equipment, and reviewing construction electrical plans to ensure compliance with campus electrical standards.

*HVAC:* There are two FTE Repair/Maintenance personnel who work on the campus HVAC systems. These individuals work on a variety of items like boilers, chillers, HVAC control system, fan coils for heating and cooling, and pump repairs.

*Painting:* There is one FTE Repair/Maintenance personnel who paints offices, residence hall rooms, meeting rooms, as well as hangs window blinds on campus.

*Plumbing:* There is one FTE Repair/Maintenance personnel who works with campus plumbing needs. This individual works on a variety of items like replacing toilets, faucets, water fountains, and fixing water pipe leaks.

*Custodial:* There are 27 FTE Custodian personnel. Each Custodian is assigned to a particular building or buildings. The category in the table above is for things like changing a light bulb or repairing a carpet cleaner or vacuum. These items are in addition to the Custodians' cleaning duties.

*Grounds:* There are five FTE Repair/Maintenance personnel who work on the campus grounds. This category is for things like moving office furniture and installing parking signs.

***Other Maintenance/Facility Updates:*** Several projects are ongoing. Please read below for further information.

- The doors at the east entrance of the NPAC were replaced in June.
- The NPAC weight room will receive upgraded LED lights this summer with funding provided by the 309 Task Force for Building Renewal. Once lights are installed, we will be installing new ceiling tiles.
- Rasmussen Mechanical won the bid for the Work Hall and Wing steam hot water heat station. The steam hot water heat station has been installed but there is some additional work needed to complete this project. We are working with TSP on the additional work needed requiring steam pressure reducing valves. The Maintenance staff has been utilizing hot water from other buildings to cover this building.
- Student Center has a generator mother board being replaced and two condensers for the east chiller.
- Memorial Hall has two compressors being replaced for one of the air conditioning roof top units.



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- Renovation of the cupboards in the Andrews and High Rise kitchens are almost complete.
- On July 29, J&J Flooring will complete the annual finish on the Chicoine Center competition floor.
- The dining hall furniture was returned to the dining hall from the ballroom and the dining hall is now ready to serve students this fall.
- After the ballroom served as a temporary dining hall during the summer months, new carpet will be installed starting on July 28.

### Student Affairs

CSC hosted approximately 2,000 summer camps guests in the residence halls, mainly during the month of June. A big thank you is in order for Custodial, Maintenance, and Dining Services staff.

In other Student Affairs updates, CSC Security has relocated to the Garden Level of Crites Hall, offices 012 and 013 and TimelyCare, a virtual mental health support platform, will be available for students to access for the 2025-26 academic year.

Finally, a reorganization of Crites Hall offices is underway. The intent is to strategically locate personnel in offices that align with the operational needs of their respective departments. This includes campus-based Admissions Counselors. Additionally, Health Services and Counseling will be centrally located on the third floor for improved waiting spaces and confidentiality.

### College Relations

As a reminder, CSC's Brand Book is available for designers, vendors, and campus partners to apply CSC's visual and messaging standards consistently. If you have any questions about branding or how to apply the standards, please reach out to College Relations at [collegerelations@csc.edu](mailto:collegerelations@csc.edu). As a service to campus, a Brand Kit is available:

<https://eaglescsc.sharepoint.com/sites/President/collaboration/Brand%20Kit>

Also, please be sure to continue using the CSC Digest to promote your campus event. To request an announcement, navigate to <https://www.csc.edu/collegerelations/csc-digest/request/>.

### Information Technology

It has been a productive summer for the Information Technology department.

An updated Information Security training platform has been developed. Employees will be able to refresh their training in October since it is Cyber Security Awareness Month.

Physical security of the IT offices has been enhanced with a modern door access system. This project serves as a pilot for future implementation in the residence halls and other buildings.



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IT continues to work with functional offices to implement Coursedog curriculum software and Stellic degree management software. In addition, unplanned software projects have kicked off including TimelyCare, Pharos 360 enhancements and Teamworks enhancements. The upgrade of document imaging software ImageNow is complete.

Other updates include:

- Network upgrade planning is taking place to refresh the switch and wireless network infrastructure.
- The virtual server environment was replaced and server migrations are in progress with nearly two dozen complete.
- Computers are being upgraded to Windows 11 in preparation for the Microsoft Windows 10 October end of support date.

### Conclusion

I hope the remainder of your summer is restful and relaxing. I'm eager for the academic year to begin. Soar Eagles!