

Alpena Community College Board of Trustees
125-C Besser Technical Center, 665 Johnson Street, Alpena, MI 49707 • (989) 358-7215

Notice of Regular Meeting

Meeting Date: Thursday, May 21, 2026
Meeting Time: 6:00 p.m. budget workshop; 7:00 p.m. regular meeting
Location of Meeting: Room 400, Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, Michigan, and Online Via Webex
Date of Notice: Friday, May 15, 2026

The Alpena Community College Board of Trustees will gather for its regular monthly meeting on Thursday, May 21, 2026. The meeting will start with a fiscal year 2027 budget workshop at 6:00 p.m.; the regular part of the meeting will begin at approximately 7:00 p.m. The meeting will be held in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena. The meeting will also be broadcast remotely via Webex videoconferencing software.

All citizens are invited to participate in the meeting either in person or remotely via phone, computer, or a video conferencing system. Participants should be aware that the meeting may be recorded.

Join from the meeting link:

<https://alpenacc.webex.com/alpenacc/j.php?MTID=mb89c9e1305c00049c3f30e27d1e2728f>

Join by meeting number:

Meeting number (access code): 2426 066 4306

Meeting password: Akpw4i7p2zw

Join from a video system or application:

Dial 24260664306@alpenacc.webex.com

You can also dial [173.243.2.68](tel:173.243.2.68) and enter your meeting number.

Join by phone:

+1-415-655-0003 US Toll

Access code: 2426 066 4306

Webex attendees are asked to mute their microphones except when speaking during public comment.

Alpena Community College provides access for individuals with disabilities. Individuals with a disability who need a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting can contact Jay Walterreit, Secretary of the Board of Trustees, at (989) 358-7215 at least one week prior to the meeting or as soon as possible.

All official proceedings and agendas are kept in the Office of the Board of Trustees, 125-C Besser Technical Center, on the Alpena campus, and can be viewed upon request between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday.



Denis "Jay" Walterreit
Secretary of the Board of Trustees

REGULAR MEETING AGENDA
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES
Thursday, May 21, 2026, 6:00 p.m. budget workshop; 7:00 p.m. regular meeting
400 Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of the Proposed Minutes of the April 16, 2026, Regular Meeting
- 5) Introduction of Guests and Public Comment
- 6) Communication(s)
- 7) Board Member and Subcommittee Reports
- 8) Student Report
- 9) Faculty Report
- 10) President’s Report
- 11) Action Items

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- 12) Information Items

4.184	Financial Report.....	21
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4.186	Gifts and Grants Report	26
- 13) Board Discussion
- 14) New Business
- 15) Suggested Future Agenda Items
- 16) Next Regular Meeting: Thursday, June 18, 2026, 7:00 p.m. The meeting is scheduled to be held in person in Room 400 of the Charles R. Donnelly Natural Resources Center.
- 17) Adjournment

2.982 Labor Contract with the Alpena Community College Faculty Council MEA/NEA

The current four-year contract between Alpena Community College and the Alpena Community College Faculty Council MEA/NEA expires on June 30, 2026. Negotiations for a successor contract concluded with tentative agreement with the Faculty Council, and on April 24 the union members ratified the tentative agreement. College administration is now presenting the tentative agreement to the ACC Board of Trustees for consideration.

The trustees have received periodic status updates from President MacMaster.

Following is a summary of the proposed contract changes.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the 2026-30 labor contract with the Alpena Community College Faculty Council MEA/NEA as presented.

List of Changes Made by Article and Appendix for the 2026-30 Master Agreement with the Alpena Community College Faculty Council

Article 11 renumbered Article 10

Article 13 renumbered Article 11

Article 14 renumbered Article 12

Article 12 renumbered Article 13

Article 10 renumbered Article 14

ARTICLE 2 AGREEMENT

- 2.7 Mutual Gains Commitment - Reinforces and clarifies commitment to the Mutual Gains process beyond contract negotiations – meet upon request by either party

ARTICLE 4 AGENCY STATUS

- 4.1 Membership Status and Payroll Deductions - Moves the processing authorization of the deduction of membership dues from Human Resources to the College Business Office

ARTICLE 7 EMPLOYEE RIGHTS

- 7.4 Student Opinion Surveys - Clarifies student opinion surveys within the Professional Development Portfolio, Self-Authored Assessment Plan, and Administrative Review processes.
- 7.5 Intellectual Property Rights – Clarifies and delineates College versus Employee property

ARTICLE 8 DEPARTMENTAL STRUCTURE AND CHAIRPERSON RESPONSIBILITY

- 8.1 Department Structure - Reduces departments and chairs from 6 to 5 total
- 8.1 Department Structure Department Structure - Reunifies the Math and Science departments
- 8.1 Department Structure Program Placement - Updates departments with current degree/programs
- 8.6 Responsibilities of Department Chairperson - Clarifies the expectation of the Department Chair for the summer responsibilities (4 days for summer advising and 6 additional days in consultation with CAO as needed). Incorporates a joint session to coordinate schedule builds.
- 8.7 Program Directors - Elaborates on Program Director justification and responsibilities. Addition of a standardized annual report (addition of Appendix PD/AR).

ARTICLE 9 WORKLOADS/ASSIGNMENTS, CALENDARS/SCHEDULES, DELIVERY METHODS

- Article Content Sequencing - Reorders sections within the article to flow logically based on content related to the focal points of the article (retitled)
- 9.1 Summer Teaching Notification - Clarifies the deadline of the notification and intent to teach the summer semester/sessions
- 9.1 Simulations and Clinicals - Includes Nursing simulations as 1:1 equated hours with understanding that all clinics require physical presence.
- 9.1 Physical Presence Requirements - Clarifies and refines on-campus physical presence requirements: minimum 3 contact hours of traditional or hybrid, minimum of 2 days of physical presence, all 4 office hours in person between 8-5. Long-term exceptions are limited to one semester; anything beyond is temporary and subject to CAO approval. Health-related accommodation is addressed separately under applicable laws.
- 9.1 Non-Instructional Days - Clarifies non-instructional days as required work days per the Academic Calendar (Appendix AC), including graduation. Non-attendance is treated as an absence and must be approved by the CAO.
- 9.3 Overload Distribution - Refines language for the process of overload distribution process with rotation by seniority.
- 9.3 Overload Distribution Overload - Establishes a red flag of 2x base load for quality assurance.
- 9.6 Academic Advising - Reaffirms the benefits of enforcing academic advising at the start and midpoint of program/degree completion for purposes of retention and graduation rates.
- 9.6 Summer Advising Core - Clarifies Summer Advising Core and who needs to be where for the 4 established Advising/Registration dates in June and July.
- 9.8 Professional Development - Clarifies the importance of professional development, overall institutional, and community engagement. Adoption of an annual summary of development and participation using a standardized form (addition of Appendix PD/S) to better document what is being accomplished institution-wide.
- 9.9 Faculty Mentorship - Clarifies the value of mentorship and expectations with the addition of a standardized report (Appendix FM/R).
- 9.19 Off-Campus Break Schedules - Clarifies that off-campus instruction at satellite locations follows ACC's official break schedule per the Academic Schedule (Appendix AC) in accordance with the College's schedule and published syllabus, with acceptable alternative delivery methods when conflicts arise.
- 9.20 Alternative Instructional Plans for Approved Absences - Clarifies alternative instructional plans for approved absences.
- 9.22 Summer Semester/Sessions - Establishes and clarifies Summer Semester/Sessions (12/6/6) with consistent use throughout the document.
- 9.24 Remote Access Connections - Clarifies that the number of individual student connections for remote access is at the instructor's discretion, to be determined in consultation with CAO, and reinforces that video conferencing systems are limited to 2, unless otherwise mutually agreed upon by the instructor.
- 9.24 Online Standards - Establishes an annual institutional standards index of online delivery formats using Anthology's Blackboard standards rubric (insertion of Appendix BB/RU).

- 9.24 Online Evaluation/Review - Emphasizes that the evaluation/review process of online delivery methods should be prioritized when part of the instructional load.
- 9.24 Blackboard Access - Clarifies the access and process for access to Blackboard courses by anyone other than the instructor of record.

ARTICLE 10 HOLIDAYS, BREAKS, LEAVES, ABSENCES

- Article Sequencing - Reorders and renumbers from Article 11
- 10.3 Personal Business Leave - Refines personal business leave for clarity and consistent application using hourly increments
- 10.3 Act of God Absence - Refines the Act of God Absence definition and application

ARTICLE 11 EMPLOYEE COMPENSATION

- Article Sequencing - Reorders and renumbers from Article 13
- 11.1 Salary - Updates the language of the salary schedule and determination or rate increases
- 11.1 Salary - Sustains and refines the formula – 4% (2.5-3.0) (2.0-3.25) (2.0-3.0) with 7% trigger
- 11.1 Salary - Clarifies formula calculations to not include UAAL or capital outlay project funding
- 11.4 Longevity, Overload, and Summer Pay - Adjusts longevity, overload, and summer pay by 2.5%, and again mid-contract.
- 11.4 Longevity - reduces the requirement of 8 years of service plus 4 years at the top of the scale to 8 years of service plus 2 years at the top of the scale
- 11.10 Program Director Release Time - Clarifies and refines Program Director release time per responsibilities – compensation includes summer responsibilities
- 11.11 Contract Coordinator Stipends - Revises Contract Coordinator language for generic application and for consistency of application based on special needs related to specific industry programming on a case-by-case basis, as a stipend based on volume and responsibilities
- 11.15 Additional Assignments - Provides flexibility for stipends pertaining to compensating other duties as assigned that do not meet the 3-contact-hour release time for Program Director status

ARTICLE 13 EMPLOYEE BENEFITS

- Article Sequencing - Reorders and renumbers from Article 12
- 13.1 and 13.2 Health Insurance/Hospital Medical - Updates MESSA ABC Plans references
- 13.1 Cash-in-lieu - Adjusts Cash-in-lieu by 2.5%
- 13.8 Tuition Free Courses - Adds student activity fee, technology fee, registration fee, and facilities fee for up to sixteen (16) contact hours to tuition free courses benefit
- 13.9 Payment for Advanced Training - reimbursement payments adjusted from \$125 per credit hour to \$250 per credit hour

ARTICLE 14 REVIEWS AND EVALUATIONS FOR PROFESSIONAL DEVELOPMENT

- Article Sequencing - Reorders and rennumbers from Article 10
- Throughout Article - Student Opinion Surveys - Refines the role of Student Opinion Surveys in the Evaluation/Review process for both Employee and CAO
- Throughout Article - Online delivery - Emphasizes online delivery methods as part of the evaluation/review process when part of an instructor's instructional load
- 14.3 Probationary Employee Evaluation Procedures – probationary status may be extended for a 3rd year upon recommendation of the Department and approval of the CAO

ARTICLE 15 VACANCIES AND NEW POSITIONS

- 15.1 Search Committee Membership - Established a minimum of three faculty members on all faculty search committees

ARTICLE 17 GRIEVANCE PROCEDURE

- 17.3 Step 1 and Mutual Gains - Incorporates an MGB process discussion into Step 1 and clarifies a written requirement for Step 1 for better documentation of each stage of the process

ARTICLE 19 DURATION

- Updates signatures and dates of the Agreement

APPENDIX AC – ACADEMIC CALENDAR

- Coordinates spring breaks with the greatest number of partner K-12 systems
- Moves traditional Easter break dates to newly established Winter Break in February, keeping 5th and 10th week intervals consistent with SP 26 (current semester)

APPENDIX SB – SCHEDULE BUILD (Timeline)

- Established a joint session of DC and PD in the scheduling process to avoid as many conflicts as possible through a more coordinated effort, as the schedule is built

APPENDIX SS – SALARY SCHEDULE

- Adjusts for an increase of 4% in the first year + steps
- Conceptualizes other year increases based on the formula as in the last contract + steps
- Adds equivalencies provisions for concrete and auto, similar to other non-degree provisions for technical trades

APPENDIX LP – LONGEVITY PAY

- Adjusts 2.5%

APPENDIX SL – SENIORITY LIST

- Provides updates to retirements and new hires

APPENDIX PD/AS – PROFESSIONAL DEVELOPMENT ANNUAL SUMMARY

- Provides institutional documentation of professional development and institutional/community participation overall

APPENDIX BB/RU – BLACKBOARD RUBRIC

- Provides a standardized matrix for an annual institutional index of online delivery formats

APPENDIX PD/AR – PROGRAM DIRECTOR ANNUAL REPORT

- Provides documentation of individual program director activity

APPENDIX FM/R – FACULTY MENTORSHIP REPORT

- Provides documentation of individual mentor activity

APPENDIX GR/F – GRIEVANCE REPORT FORM

- Updates Step 1 as a written statement and reflects a new MGB discussion as part of the Step 1 grievance process

2.983 Labor Contract with the Alpena Community College Educational Support Professionals MEA/NEA

The current four-year contract between Alpena Community College and the Alpena Community College Educational Support Professionals MEA/NEA expires on June 30, 2026.

Negotiations for a successor contract recently concluded with a tentative agreement, and members of the union ratified the agreement April 29, 2026. The new contract would run for four years, July 1, 2026, to June 30, 2030.

Following is a summary of provisions on which tentative agreement was reached.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the labor contract with the Alpena Community College Educational Support Professionals MEA/NEA on which tentative agreement has been reached and ratification by the union has been accomplished.

2026-2030 ESP Collective Bargaining Agreement Updates

Cover: Update to “Educational Support Professionals “
Update contract term to “2026-2030”

Table of Contents: Updated

Agreement: No change

Article 1: RECOGNITION

- A. Change from “ESP I and ESP II Divisions” to “ESP Division”
- B. Insert “substitutes” and “casual/as-needed”
 - 1. Combine 1-3 to read: “ESP shall be comprised of all of the job titles in the Division”
 - 2. Change to “...in the Division”
 - 4. b. Insert “and family illness leave as described in 4.e. below”
 - e. Insert “and family illness leave under Article 11, ABSENCES AND LEAVES”
 - 5. b. Change “time served” to “time worked”
 - 6. a. Insert sentence: “A probationary evaluation will be completed for employees after the first sixty (60) days of employment.”
 - 8. b. New language: “In certain circumstances, it may be in the College’s best interest to fill the position with a qualified internal employee, subject to the approval of the supervisors and the Director of Human Resources.”

Article 3: VACANCIES AND TRANSFERS

- A. Remove references to “divisions”
 - 1. Combine 1 and 2 to “ESP positions”
New language: "Seniority may be considered when determining the best qualified applicant."
- C. Revise language to read: “...to employees transferred to another classification position”
- E. 1. Updated language: “All employees will be evaluated on a regular cycle occurring in March of even-numbered years. New employees will be evaluated at the conclusion of their probationary period and again during the next regular evaluation cycle.”

Article 4: LAYOFF AND RECALL

- B. Remove ESP I language in B and keep ESP II language in C, but retitled as “ESP Division Layoff Procedures”
- C. 6. Rewritten: “Vacancies will be posted internally before recalling qualified employees who are eligible for recall. Vacancy postings will be sent to laid off employees within the Division. If no employee with the same job title applies, the employee will be recalled.”
- D. Change to “ESP Division”
- E. Change to “Section B”

Article 5: SENIORITY

- A. Change to “ESP Division”
 - 1. Remove language about transferring between divisions
- B. Change language to read: “The College shall provide an updated seniority list to ESP members annually in July. The Union President may request an updated list at any time.”

Article 6: COMPENSATION

- A. Remove reference to “divisions”
- E. 1. Change separate sentences to one for “ESP employees”
 - 2. Change to “Employees transferring between pay classifications within the Division”

Article 7: HOURS OF WORK AND OVERTIME

- C. Add sentence: “Changes to this shall be communicated with as much notice as possible.”
- D. Change language to “will be regularly scheduled for” and “lunch period”
Insert sentence: “Occasional deviations to this may be permitted on a limited basis, if approved by the employee’s supervisor”
- H. Change to “two (2) hours”

Article 8: HOLIDAYS

- A. Holidays are adjusted for each year of the bargaining agreement in lieu of Good Friday and Easter Monday

Article 9: VACATIONS

- A. Adjusted vacation accrual for employees hired after 06-30-2014

- 2. Removed requirement to request carry-over of vacation prior to June 1
- 3. Removed language about crediting vacation on the first day of each month
- E. New language addressing exhaustion of annual vacation leave

Article 10: GRIEVANCE PROCEDURE

- B. 1. Insert new language “If this meeting does not affect settlement within five (5) working days, then the Administration and Grievance Committee will convene to assess whether the mutual gains process is appropriate and can be used to resolve the matter. If it is deemed that the mutual gains process is not appropriate, or no resolution is reached, then the grievance...”

Article 11: ABSENCES AND LEAVES

- A. Insert language “...after one hundred eighty (180) days are accumulated, sick leave no longer accrues.”
- A. 1. Remove reference to “MPSERS”
- B. Insert “legally recognized domestic partner (per Michigan’s Earned Sick Time Act),”
- F. New language: “Employees are required to travel with an administrator on out-of-town, overnight travel. Any exceptions must be authorized by the Director of Human Resources and the Employee’s immediate supervisor.”
- I. 2. Remove “division”
- J. 4. Remove “division”

Article 13: DISCHARGE, DEMOTION AND DISCIPLINE

- B. Change to “GRIEVANCE PROCEDURE, Section C.”

Article 14: MISCELLANEOUS

- D. Change to “ESP Division”
- E. Change to “ESP Division” and “ESP unit”
- F. Remove 1 and 2
- G. Remove
- O. New language “The Human Resources Office, in consultation with the ESP bargaining unit officers, will select at least one (1) ESP bargaining unit member to serve on hiring committees for administrative positions that will have a key role in labor negotiations and/or the grievance process; the ESP committee member(s) will participate in the interview and evaluation process and will contribute to advisory recommendations regarding selection, with the understanding that final hiring decisions remain the responsibility of the Employer.”

Article 17: INSURANCE BENEFITS

- C. Cash-in-lieu of health insurance is paid quarterly
 - Family - \$338.41 per month
 - Two-Person - \$290.05 per month
 - Single - \$138.11 per month

Article 18: WAGES

- A. Only one wage scale “Hourly Wages - ESP ”
 - Year 1: 3% plus steps (wage scale included)
 - Years 2 -4: 2% -3% plus steps, based on CPI and revenue
- B. One longevity scale:
 - \$775 beyond 5 years
 - \$1300 beyond 10 years
 - \$1800 beyond 15 years
 - \$2300 beyond 20 years

New language “Employees who are terminated, laid-off, or otherwise severing employment shall not be entitled to a prorated portion of the following year’s Longevity Pay. Employees who retire shall be entitled to a prorated portion of the following year’s Longevity Pay.”
- C. New language “A \$125 per year stipend will be paid to ESP employees who have earned a Bachelor’s Degree, provided that it is not required for the position. The stipend will be paid on the first payday in September.”

Article 19: TERMINATION CLAUSE

Update date to June 30, 2030, and update the list of negotiators

Appendix A:

Update Position and Point Assignment as of April 20, 2026 -NOT COMPLETED YET!

Appendix B:

Updated Seniority List as of April 20, 2026

Appendix C:

Salary Scale Formula Example

2.984 Tuition and Fees Rate for Fiscal Year 2027

Alpena Community College receives revenue from three main sources: appropriations from the State of Michigan, a 2.5 mills assessment on properties in the Alpena Public Schools district, and tuition and fees. In recent years, revenue from state appropriations and property taxes have been limited due to downward economic influences in Michigan. In order to maintain a balanced budget, Alpena Community College looks first to managing expenses wherever feasible. Secondly, the College looks to bring in additional revenue to maintain high standards of service to students and community members.

The College is always mindful of the cost of education and its impact on students. There are a number of scholarship and grant opportunities available to students to help defray the cost of education, including a number of scholarships given annually by the ACC Foundation.

For Fiscal Year 2027, College officials are proposing to increase tuition approximately 3.75%; this modest increase is expected to partially offset level enrollment revenue projected for Fiscal Year 2027.

ACC continues to be highly affordable to students especially compared to four-year institutions, and continues to provide great value to all in Northeast Lower Michigan. ACC's costs are also competitive with similar community colleges who enjoy better property tax revenues.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the following tuition rate changes for Fiscal Year 2027 effective with Fall Semester 2026.

Tuition	From	To
In-District Tuition (per contact hour)	\$159.00	\$165.00
Out-of-District Tuition (per contact hour, applicable to students from the rest of Michigan, all other states, and foreign countries, with the exception of dual-enrolled and early college students, whose high schools are all charged In-District Tuition)	\$253.00	\$262.00

2.985 Fiscal Year 2027 Administrative Salary Schedule

An examination of the current Administrative Salary Schedule indicates that modifications are appropriate in order to maintain the competitive position of the institution for the upcoming fiscal year and to provide adjustments to the base of these respective salary schedules that are comparable to increases that other employees will receive.

In light of these conditions, modifications are proposed that will raise the respective administrative salary levels by 3.0% and give administrators a one-step increase (if available).

<u>Level</u>	<u>Positions</u>	<u>Lower End</u>	<u>Upper End</u>
A	Director of Alumni Relations; Assistant Controller/Payroll Manager; Director of Oscoda Campus; Director of Student Life Activities & Campus Housing; Simulation Lab Manager	\$60,875	\$95,212
B	Director of the Wellness Center; Director of Learning Technology; Director of Workforce Development Grants; Director of the RE-EIED Grant	\$66,894	\$102,431
C	Executive Director of ACC Foundation; Director of Admissions; Controller; Director of TRiO Talent Search; Director of Facilities Management; Director of Financial Aid; Director of Human Resources; Director of Information Technology; Director of Public Information & Marketing; Registrar; Dean of Workforce Development; Director of Nursing; Director of Institutional Research	\$78,298	\$114,309
D	Dean of Students	\$93,080	\$130,230
E	Vice Presidents	\$125,736	\$164,975
F	President	\$169,321	\$210,528

Therefore, the following resolution is proposed:

The Board of Trustees approves the proposed Administrative Salary Schedule for Fiscal Year 2027 and authorizes the president to issue contracts to all affected parties in accordance with their performance at the College.

2.986 Solar Array Fence Bids

In September 2024, Alpena Community College received a \$4.617 million grant from the Michigan Public Service Commission to develop a six-acre solar array on College property. The grant officially commenced on November 15, 2024, and scheduled to complete on August 15, 2026. A key component in the project is to install a perimeter fence around the array.

A request for proposals (RFP) was distributed to 12 contractors, posted on the ACC webpage, The Alpena News classified section, Michigan Builder’s Exchange, and SBAM website resulting in four complete bid submissions.

After careful review of all proposals and evaluating adherence to the scoring matrix, results are as follows:

Criteria	Points	Northern Fence	Straightline Fence	DK Fence	Ashby
Competitive Cost	40	25	27.5	10	38.75
Timely Completion	20	15	12.5	16.25	12.5
Durability & Compliance	30	30	27.5	27.5	18.75
References & Experience	10	7.5	0	7.5	0
Total Points	100	77.5	67.5	61.25	70
Total Bid Price		\$96,675.00	\$70,000.00	\$132,420.00	\$38,069.15

Bid award is contingent upon approval from the Michigan Public Service Commission.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves Northern Fence of Commerce Township, Michigan, as the solar array fence installation contractor at a cost not to exceed \$96,675.

2.987 Solar Array Fiber Internet Backbone Connection Bids

In September 2024, Alpena Community College received a \$4.617 million grant from the Michigan Public Service Commission to develop a six-acre solar array on the Alpena Campus. The grant officially commenced on November 15, 2024, and scheduled to complete on August 15, 2026. A key component in the project is to install fiber optic cable to transmit data from the solar array to main campus to allow for monitoring and evaluating by staff, faculty, and students in the utility-related programs.

When developing the bid specifications for the fiber backbone, College officials evaluated two approaches: (1) routing the connection through existing building-to-building fiber links, or (2) running the fiber directly back to the central hub of the campus network in the Besser Technical Center MDF room. The direct “hub and spoke” approach was selected because it minimizes intermediate connection points and improves overall reliability. In addition, the direct run supports additional fiber strands for future expansion at the solar field as program needs evolve.

In April 2026, College staff solicited competitive bids for the solar array-to-Besser-Technical-Center-MDF fiber backbone installation. The request for proposals (RFP) was distributed to four contractors, posted on the ACC webpage, The Alpena News classified section, Michigan Builder’s Exchange website, and SBAM website. ACC received bids from two vendors: Lakeshore Fiber LLC and Division 27.

Bids were evaluated using the following criteria: Competitive Cost, Timely Completion, Technical Compliance & Quality, and References & Experience.

Criteria	Points	Lakeshore Fiber	Division 27
Competitive Cost	30	25	10
Timely Completion	30	21.25	18.75
Technical Compliance & Quality	30	26.25	30
References & Experience	10	5	5
Total Points	100	77.5	63.75

After careful review of all proposals and evaluating adherence to the scoring matrix, results are as follows:

Bidder	Base Bid	College Park Apartments Lateral Alt.	Evaluated / Recommended Amount	Notes
Lakeshore Fiber LLC	\$104,281.12	Alternate #1: Deduct \$2,595 to omit CPA lateral connection	\$101,686.12	Base bid includes the CPA; College intends to omit CPA lateral via deduct alternate.
Division 27	\$232,135.75	CPA addressed as an alternate in proposal	\$232,135.75	Higher cost proposal.

Based on the evaluation and overall best value to the College, College officials recommend awarding the project to Lakeshore Fiber LLC to complete the fiber backbone installation from the solar array to the BTC-MDF.

Bid award is contingent upon approval from the Michigan Public Service Commission.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves Lakeshore Fiber, LLC, of Canton, Michigan, as the fiber installation contractor at a cost not to exceed \$101,686.12.

2.988 Power Purchase Agreement with Alpena Power Company

As mentioned earlier, Alpena Community College is currently in the final stages of completing a six-acre solar array on College property on Woodward Avenue in Alpena. One of the remaining tasks to is to contract with Alpena Power Company to purchase the energy produced by the array.

ACC officials are requesting Board of Trustees approval of a Power Purchase Agreement (PPA) with Alpena Power Company for the ACC solar array project. The PPA provides for the College, as seller, to sell to Alpena Power Company, as buyer:

- 1) The solar array's energy production. Energy payments are based on the applicable Midcontinent Independent System Operator (MISO) Day Ahead Locational Marginal Price applied to the metered energy delivered from the ACC solar facility, with amounts invoiced and settled through the PPA's monthly billing process.
- 2) The array's capacity value associated with the 1.5 MW ACC solar facility. Capacity compensation is based on the array's MISO accredited capacity value.
- 3) All Renewable Energy Credits (RECs) associated with delivered energy at \$2.00 per REC.
- 4) Alpena Power Company will assess an administrative fee of \$1.00 per MWh on energy supplied under the agreement.

The agreement is structured with an initial five-year term and includes automatic one-year renewals after the initial term unless terminated in accordance with the PPA.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the proposed Power Purchase Agreement with Alpena Power Company. The agreement will have an initial five-year term and include automatic one-year renewals after the initial term unless terminated in accordance with the Power Purchase Agreement.

2.989 Nursing Computer Labs Equipment Bids

Alpena Community College's Nursing Department is seeking approval to develop a dedicated computer lab in Van Lare Hall to support secure testing, student success, and expanded academic resources for the College community. Currently, nursing students are required to bring and utilize personal laptops for classroom testing and examinations. While this has allowed electronic testing, it has also created significant concerns related to testing security, consistency, and academic integrity.

The Nursing Department now has the opportunity to repurpose newly available space in Van Lare Hall into a dedicated computer lab utilizing funding and resources available through the ADN/BSN grant. The vision for this project is to create a modern testing and academic support environment using the success center model, furnished with appropriate desks, tables, and secured desktop computer stations designed specifically for testing and educational use.

This computer lab would provide several important benefits:

- Establish a secure and standardized testing environment for nursing students.
- Eliminate the reliance on personal student devices for examinations.
- Improve academic integrity through the use of secured computers and lockdown browsers.
- Provide additional academic space for student learning, remediation, and support services.
- Create a shared resource that can also benefit other students and programs within Van Lare Hall.
- Offer additional capacity for final examinations and campus-wide testing needs during peak academic periods.

The Nursing Department believes this project directly supports student success, accreditation expectations related to testing security and academic integrity, and the College's commitment to providing high-quality educational resources. By investing in a dedicated computer lab now, the college can proactively address current challenges while creating a long-term academic resource that benefits both nursing students and the campus community.

ACC officials created a list of equipment necessary for the project from long-time ACC vendor CDW-G. Utilizing CDW-G is advantageous because it facilitates purchases using multiple cooperative purchasing programs. These cooperative purchasing programs allow public agencies, educational institutions, and non-profits to purchase information technology hardware, software, and services, along with furniture, through pre-negotiated master contracts. The master contracts provided from these programs are all competitively bid.

- VariDESK Essential mesh chairs, black, 30 qty.
- Lenovo ThinkCentre M75q Gen 5 Ryzen 5 Pro 8500GE, 3.4 GHz, 16 GB, 30 qty.
- Lenovo ThinkVision T24-40 24" LED monitor, full HD (1080p), 30 qty.
- Spectrum Evolution rectangular table, graphite talc, 15 qty.
- Wiremold Tele-Power mounting pole, 30TP series, steel, 5 qty.

Using the co-op bid process CDW-G produced three bids; the lowest bid was\$59,812.70.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves the purchase of computer equipment and furniture for a nursing computer lab from CDW-G for a cost not to exceed \$59,812.70

4.184 Financial Report

General Fund Year-to-Year Actual Comparison through April 2026

- Property tax receipts total \$3,534,908, up \$183,647 from April 2025 due to taxable value adjustments.
- Tuition and fee revenue totals \$7,593,523, an increase of \$342,680 year-over-year, driven by higher Fall semester billable contact hours.
- State aid is consistent with last year and aligns with expected timing.
- Federal aid is lower due to timing. Last year included MPSC solar grant indirect cost recovery in April; this year's transfer from the Restricted Fund is delayed, creating a temporary variance.
- Interest income is lower than last year due to reduced interest rates and lower cash balances related to construction reimbursement timing. The Federal Reserve has reduced the federal funds rate by 0.75 basis points compared to the same period last year.
- Instructional Support expenses decreased due to internal staffing shifts and the associated benefit plan costs.
- Student Services expenses increased due to contractual wage adjustments and higher athletic waivers.
- Institutional Administration expenses increased due to filling the previously vacant Foundation Executive Director position, higher legal costs, and increased insurance premiums.
- Physical Plant expenses have risen slightly, primarily due to higher snow removal costs and contractual wage adjustments. Additional costs include the required installation of elevator door restrictors under the updated State Elevator Code.
- Activity through the first ten months shows a net income of \$2,338,439.

General Fund Comparative Income Statement Year-to-Date through April 2026

- All categories remain within acceptable ranges for this point in the fiscal year, except as noted above.

General Fund Month-to-Month Comparison through April 2026

- All Month-to-Month comparisons are tracking as expected, except as noted above.

Alpena Community College
General Fund
Year-to-Year Actual Comparison
For the Ten Months Ending April 30, 2026

Description	YTD Actual FY 2026	YTD Actual FY 2025	YTD Actual Variance
Revenue			
Property Tax	3,534,908	3,351,261	183,647
Tuition/Fees	7,593,523	7,250,843	342,680
Sales, Service, and Rent	59,803	35,155	24,648
State Aid	4,660,841	4,445,475	215,366
Federal	27,705	133,834	(106,129)
Interest	74,188	157,351	(83,163)
Other	65,299	95,389	(30,090)
Revenue	16,016,267	15,469,308	546,959
Expense			
Instruction	6,438,195	6,445,514	(7,319)
OIT	1,191,807	1,202,980	(11,173)
Instruction Support	1,235,585	1,305,542	(69,957)
Student Services	1,263,338	1,199,563	63,775
Institutional Administration	2,030,617	1,958,890	71,727
Physical Plant	1,518,286	1,447,569	70,717
Expense	13,677,828	13,560,058	117,770
Income	2,338,439	1,909,250	429,189
Net Assets - Beginning of Year	2,964,731	2,779,800	184,931
Net Assets - End of Year	5,303,170	4,689,050	614,120

Alpena Community College
Comparative Income Statement
General Fund
For the Ten Months Ending April 30, 2026

Description	FY 2026 Budget	FY 2026 YTD Actual	FY 2026 Variance	FY 2026 Complete	FY 2025 Complete
Revenue					
Property Tax	3,541,050	3,534,908	(6,142)	99.83%	99.37%
Tuition/Fees	7,321,966	7,593,523	271,557	103.71%	109.15%
Sales, Services, and Rent	29,200	59,803	30,603	204.80%	120.39%
State Aid	6,928,181	4,660,841	(2,267,340)	67.27%	65.13%
Federal	29,000	27,705	(1,295)	95.53%	461.50%
Cost Recovery	78,485	0	(78,485)	0.00%	0.00%
Interest	40,000	74,188	34,188	185.47%	393.38%
Other	105,569	65,299	(40,270)	61.85%	34.46%
Revenue	18,073,451	16,016,267	(2,057,184)	88.62%	89.43%
Expense					
Salaries	9,703,036	7,767,832	1,935,204	80.06%	83.43%
Fringe Benefits	4,649,532	3,388,645	1,260,887	72.88%	76.25%
Outside Services	1,260,208	1,048,558	211,650	83.21%	82.77%
Advertising	239,083	154,323	84,760	64.55%	62.38%
Supplies	316,850	282,294	34,556	89.09%	90.89%
Utilities	529,938	383,673	146,265	72.40%	71.45%
Telephone	25,300	20,256	5,044	80.06%	65.89%
Postage	30,000	21,709	8,291	72.36%	74.16%
Insurance	163,913	182,924	(19,011)	111.60%	108.30%
Travel & Mileage	60,054	39,082	20,972	65.08%	71.25%
Tuition Waivers and Dues	285,000	280,695	4,305	98.49%	88.72%
Library Books & Equipment	77,700	61,481	16,219	79.13%	70.94%
Other	77,000	46,356	30,644	60.20%	68.83%
Transfers	655,837	0	655,837	0.00%	0.00%
Expense	18,073,451	13,677,828	4,395,623	75.68%	78.39%

Description	FY 2026 Budget	FY 2026 YTD Actual
Income	0	2,338,439
Net Assets - Beginning of Year	2,964,731	2,964,731
Net Assets - End of Year	2,964,731	5,303,170

Alpena Community College
Month-to-Month Tracking
General Fund
For the Ten Months Ending April 30, 2026

Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	Budget
Revenue														
Property Tax	98,410	569,651	39,406	5,375	2,596	296,790	494,582	1,342,730	685,368	0	0	0	3,534,908	3,541,050
Tuition/Fees	3,831,268	232,881	(102,707)	1,781,413	1,064,082	470,549	177,393	(139)	59,344	79,439	0	0	7,593,523	7,321,966
Sales, Services, and Rent	8,193	600	935	9,365	1,348	890	9,740	755	1,088	26,889	0	0	59,803	29,200
State Aid	0	9,191	5,150	666,306	856,133	600,631	607,995	684,582	622,859	607,994	0	0	4,660,841	6,928,181
Federal	0	769	4,755	7,176	1,945	2,969	1,572	4,163	2,369	1,987	0	0	27,705	29,000
Cost Recovery	0	0	0	0	0	0	0	0	0	0	0	0	0	78,485
Interest	0	16,199	13,725	9,126	7,915	3,302	0	9,962	5,838	8,121	0	0	74,188	40,000
Other	75	80	21,643	3,446	895	18,369	375	1,820	18,365	231	0	0	65,299	105,569
Revenue	3,937,946	829,371	(17,093)	2,482,207	1,934,914	1,393,500	1,291,657	2,043,873	1,395,231	724,661	0	0	16,016,267	18,073,451
Expense														
Salaries	669,601	647,250	673,621	1,291,273	675,528	731,985	634,335	1,061,602	704,681	677,956	0	0	7,767,832	9,703,039
Fringe Benefits	318,999	302,494	313,037	476,838	309,740	315,485	300,763	422,208	316,674	312,407	0	0	3,388,645	4,649,532
Outside Services	95,012	69,861	54,658	68,802	495,738	26,485	92,345	56,255	42,203	47,199	0	0	1,048,558	1,260,208
Advertising	2,540	22,346	30,732	18,793	9,172	13,041	18,694	14,455	11,658	12,892	0	0	154,323	239,083
Supplies	3,917	12,839	74,918	20,374	14,051	9,156	18,801	105,320	9,532	13,386	0	0	282,294	316,850
Utilities	392	5,243	17,643	33,268	38,040	53,252	52,779	68,546	60,289	54,221	0	0	383,673	529,938
Telephone	1,373	1,159	910	2,328	1,545	1,928	2,324	2,435	1,418	4,836	0	0	20,256	25,300
Postage	0	0	6,265	0	2,500	5,879	3,043	300	3,662	60	0	0	21,709	30,000
Insurance	78,330	0	42,509	3,907	0	42,130	10,030	0	5,929	89	0	0	182,924	163,913
Travel & Mileage	4,423	7,187	2,795	4,876	4,105	5,384	1,027	2,248	3,006	4,031	0	0	39,082	60,054
Tuition Waivers and Dues	34,393	102,006	12,244	12,523	(518)	5,703	99,657	14,502	185	0	0	0	280,695	285,000
Library Books & Equipment	28,991	1,804	18,643	3,650	1,437	1,350	1,215	693	1,431	2,267	0	0	61,481	77,700
Other	664	9,320	8,435	1,878	2,997	3,814	11,419	4,657	2,326	846	0	0	46,356	77,000
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	655,837
Expense	1,238,635	1,181,509	1,256,410	1,938,510	1,554,335	1,215,592	1,246,432	1,753,221	1,162,994	1,130,190	0	0	13,677,828	18,073,454
Income	2,699,311	(352,138)	(1,273,503)	543,697	380,579	177,908	45,225	290,652	232,237	(405,529)	0	0	2,338,439	(3)

4.185 Personnel Report

New hires, terminations, and status changes from April 2 to May 6, 2026.

New Hires:

- Christopher Kauffman, Transferred from Adjunct – Industrial Technology to FT Faculty – Utility Technology Technician, effective 08/01/2026.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- Alex Gorton, Director of Learning Technology, effective 03/27/2026.
- Sharlene Kozlowski, ESP Health Fitness/Activities Technician, effective 05/05/2026.
- Jillian Seguin, ESP Learning Technology Technician, effective 05/07/2026.

Terminations:

- None.

Inactive:

- None.

Retirements:

- None.

Name Changes:

- None.

Position Name Changes:

- None.

4.186 Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the ACC Foundation for the month of April 2026.

Total Donors: 60

Number of Gifts: 69

New Gifts: \$30,749.00