

Proposed Minutes of the Regular Meeting
Alpena Community College Board of Trustees
Thursday, June 18, 2026
665 Johnson Street, Alpena, MI 49707

On Thursday, June 18, 2026, the Alpena Community College Board of Trustees held its regular monthly meeting in the Roger C. Bauer Board Room, 400 Natural Resources Center.

The meeting was brought to order at 6:00 p.m. by Chair John Briggs.

Trustees present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent trustees: none.

Also present in person: ACC President Dr. Don MacMaster, Board Secretary Denis “Jay” Walterreit, and Campus Safety Office Deputy Mike Lash.

After the meeting was brought to order, Trustee Townsend made a motion to go into closed session at the request of President MacMaster to conduct the president’s 2025-26 performance review; Trustee Stibitz seconded that motion. A roll call vote was taken:

Briggs: Aye
Duncan: Aye
Gentry: Aye
Hilberg: Aye
Stibitz: Aye
Stender: Aye
Townsend: Aye

Ayes: 7. Nays: 0. Motion approved. Deputy Lash secured the entrances and the closed session began.

At approximately 7:05 p.m. Trustee Townsend made a motion to end the closed session. Trustee Stender seconded the motion. A roll call vote was taken:

Briggs: Aye
Duncan: Aye
Gentry: Aye
Hilberg: Aye
Stibitz: Aye
Stender: Aye
Townsend: Aye

Ayes: 7. Nays: 0. Motion approved. Deputy Lash unlocked the elevator and invited the waiting guests to enter the board room.

Chair Briggs called for a short temporary recess to seat the audience; the regular meeting went back into session at approximately 7:16 p.m.

Pledge of Allegiance

Trustee Duncan led the Pledge of Allegiance.

Approval of Agenda

Trustee Stibitz made the motion to approve the agenda as presented. Trustee Hilberg seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes of the May 21, 2026, Regular Meeting

Trustee Gentry made the motion to approve the proposed minutes of the May 21, 2026, regular board meeting. Trustee Duncan seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person were: Reagan Voetberg, The Alpena News; Dr. Paige Gordier, ACC administration; Dr. Nick Brege, ACC administration; Adam Keyes, ACC administration; Chanda Zbytowski, ACC administration; Wesley Repke, ACC faculty; Brandon Abbott, ACC student; Corey Sarnia, ACC administration; and Brandy Johnson, Michigan Community College Association president.

No guests attended via Webex.

No public comment was given.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan submitted the following report on recent Alpena Community College Foundation activities:

The ACC Foundation has been very busy coordinating scholarships, the end of the fiscal year, and planning for the golf scramble. More specifically, we've been working on:

- Writing, designing, and sending out the Lumberjack Link newsletter for alumni and friends of Alpena Community College. Almost 2,000 printed copies will be mailed and thousands more will be emailed to those interested in what the ACC Foundation is doing to support the college and the students we both serve. Lisa Blumenthal saved is considerable money doing the layout in-house.
- Tabulating student support beyond scholarship funding that donors of the ACC Foundation have provided this fiscal year. I've calculated that the Foundation has provided over \$27,800 in textbooks, transportation costs, food

- assistance, laptop rental fees, and housing fees to keep students enrolled and moving forward in their education.
- Securing 20 hole sponsors so far for the 31st Annual Robert M. Granum Scramble for Students. With event and game sponsors, have already brought in almost \$14,000. The Scramble is July 18.
 - Building the operating and revenue budgets for the Foundation's 2027 fiscal year. Thank you to Lyn, Nick, and Kerrie for their assistance.
 - Creating a new endowed scholarship fund in memory of Sue Christine Phillips, wife of longtime ACC Foundation Trustee and ACC instructor Roger Phillips.
 - Preparing to say goodbye to ACC Director of Alumni Relations Rob Enslin, who is leaving us to join the coaching staff of Valparaiso University in Indiana. We are beyond proud of Rob and know he is on his way to a storied coaching career.
 - Working with Alpena Alcona Area Credit Union to redecorate the student commons in the Newport Center. AAACU is generously providing carpeting, electronics, and furniture to revamp the "fishbowl" and rooms behind it to make a more useful, welcoming area for students to use for recreation, study, and financial education.
 - Partnering with the family of Kristin Berles to raise money for student housing to mark the one-year anniversary of her untimely death. The family's current goal is to bulk up the fund to \$200,000 so that student housing can be provided to two students for one academic year. We are growing near to our goal.

Chair Briggs then shared a summary of the closed session to conduct the president's annual review. Briggs reported a very positive review of the president and said the trustees agreed that President MacMaster has done an excellent job instilling a sense of entrepreneurship at Alpena Community College. Additionally they praised his leadership both at the College, in organizations such as the Michigan Community College Association, and in local communities. They also praised his ability to bring in external funding resources.

Chair Briggs added the following information on the president's compensation:

- President MacMaster is currently (fiscal year 2026) in the second year of his fourth three-year contract. President MacMaster's current contract runs through June 30, 2027.
- For fiscal year 2026 President MacMaster is at Step F10 in the administrative pay scale. President MacMaster has expressed interest in being treated consistently with all of the employees and receiving the same one-step raise. A one-step raise would move President MacMaster to Step F11 for fiscal year 2027. Briggs and the trustees agreed that MacMaster be moved to Step F11 in line with all administrators.

- With a one-step raise President MacMaster’s total compensation for fiscal year 2027 would be as follows:

Salary (Category F, Step F11)	\$206,402
Longevity (25 years of service)	\$4,250
Travel in service area	\$6,000
Office expenses/other	<u>\$10,000</u>
	\$226,652

Trustee Gentry then made the motion to increase President MacMaster’s fiscal year 2027 salary to Step F11 and keep the other compensation areas the same as fiscal year 2026. Trustee Townsend seconded the motion. Ayes: 7. Nays: 0. Motion approved. Secretary Walterreit will record this action as New Business Item 2.998, President’s Fiscal Year 2027 Compensation.

Student Report

Electrical Systems Technology bachelor’s degree student Brandon Abbott briefed the trustees on his current internship working on the installation of ACC’s new solar array.

Faculty Report

Electrical Systems Technology bachelor’s degree program instructor Wesley Repke updated the trustees on the enrollment status of students in his program along with his efforts to prepare new instructional videos to replace older videos that were deleted by Webex.

President’s Report

President’s Report to the Alpena Community College Board of Trustees
June 18, 2026

Year in Review Column by ACC President Dr. Don MacMaster

The following opinion piece, written by ACC president Dr. Don MacMaster, ran in *The Alpena News* on June 6, 2026.

MacMaster reflects on last school year

By **DON MACMASTER**

Contrary to biological intuition, the end of June is the end of the year at Alpena Community College. Our new fiscal year begins July 1. Looking back, we had a very good year. Here are some highlights:

Our graduation rate among first-time full-time degree and certificate-seeking students was first among Michigan's 28 public community colleges and three tribal colleges for the fifth consecutive year.

We earned Opportunity College distinction from the Carnegie Institute, one of the top 9.8 percent of public and private colleges and universities nationwide to receive this honor and the only community college in Michigan. Carnegie devised a scoring matrix around affordability and average graduate earnings post-attendance compared to the average overall earnings in the community the college serves. Schools that scored well in both categories were named Opportunity Colleges.

ACC was honored as one of the top 200 community colleges in the U.S. by the Aspen Institute, one of only three community colleges in Michigan to receive this recognition.

The Center for Educational Performance and Information (CEPI), a state post-secondary education database, rates

Michigan community colleges over a six-year cycle on a combination of graduation rate and successful transfer to a four-year school.

Benchmarked against the other Michigan community colleges and tribal schools, CEPI rated ACC first in year two, first in year two, second in year four, fifth in year five, and fourth in year six.

We hosted Governor Gretchen Whitmer on a visit to campus. Lt. Governor Garlin Gilchrist came to campus and drove one of ACC's CDL Class A combination vehicles with air brakes on a separate visit. Senator Hoitenga and Representative Cavitt also came by to visit.

Our Utility Tech line workers won team and individual awards at the National College Line-man's Rodeo in Mitchell, South Dakota, then went out and got great jobs in their field of study.

Our Nursing department received unqualified accreditation from ACEN, the Accreditation Commission for Education in Nursing.

Our Esports team won the national championship in Rocket League competition. Forty-six of ACC's 112 student-athletes earned a 3.0 grade point average or higher with 22 posting 3.5 or above. Team GPAs:

men's cross country 3.62, Esports 3.39, women's basketball 3.18, volleyball 3.16, and baseball 3.01.

Reaghan Fitzpatrick, a 13th year Early College student and standout volleyball player, earned a 4.0 GPA.

We hosted the state history conference in September, an event that brought more than 200 history buffs from around the state to learn more about Alpena and ACC.

We provided a bucket truck for tree service experts to help the community dig out after the most recent devastating ice storm.

We hosted the awards ceremony for the Marine Advanced Technical Education (MATE) International Remote Operated Vehicles (ROV) competition, an event that brought 79 teams from 18 countries to Alpena to compete in an underwater robotics competition. ACC's Aquajacks finished third in the world in the Pioneer class, the category for two-year colleges. Thanks to the Thunder Bay National Marine Sanctuary staff for saying yes to this inspiring event.

We built apartments for 34 students to add to the capacity of 64 beds currently available on campus.

We began developing down Woodward with a six-acre solar array to benefit our 4-year Elec-

trical Systems Technology students. We landed resources to build a Next Generation Climbing Range to support our UTT line worker students with steel infrastructure. We landed a \$3.5 million federal earmark through U.S. Representative Bergman to renovate the Natural Resources Center.

We planted a small fruit orchard on the sloping high ground between the Madeline Briggs University Center and the back of MyMichigan Alpena and delighted in the flowers planted along Johnson Street and the sidewalk running between Besser Tech and Van Lare Hall. Many thanks to the Alpena Garden Club for their loving work with the flowers.

Our corrections officer training program delivered up to 15 hours of credit coursework to 286 corrections officers statewide.

The ACC Foundation offered \$233,275 in scholarship support to 193 students in FY26.

Fall semester enrollment was up 4 percent, the 1604 headcount the highest since fall 2017.

Many things have to connect at the right time in the right proportions to germinate good outcomes. At ACC we like to see things grow. With July right around the corner, we're working hard to make FY27 another good growing season.



MacMaster

Update on ACC Funding Requests

ACC staff aggressively pursue external funding opportunities to support current and future strategic initiatives. Below is a list of pending projects, their funding source, amount request, and potential likely funding date:

Strengthening Institutions Program (SIP) grant	United States Department of Labor	\$3 million/five years	10/1/2026
Congressional Directed Spending/Next Generation Climbing Range	USDA Rural Development— sponsored by Senator Gary Peters	\$2 million	FY27
Congressional Directed Spending/Distance Learning equipment, campus hardening, WCCT research project	U.S. Department of Education, FIPSE account— sponsored by Senator Elissa Slotkin and Senator Gary Peters	\$2 million	FY27
Legislatively Directed Spending Item/Next Generation Climbing Range	Sponsored by State Senator Michele Hoytenga	\$1 million	FY27
Reconnect with Momentum grant	MiLEAP	\$300,000/two years	FY27
Total		\$8.3 million	

Alpena Community College Welcomes MCCA President Brandy Johnson

Brandy became President of MCCA in December 2021. Prior to this role, she served in the Governor’s administration, first as Governor Whitmer's education policy advisor and then as a manager of the Office of Sixty by 30 within the Michigan Department of Labor and Economic Opportunity. In 2010, she founded the Michigan College Access Network and served as its Executive Director until

2019. Brandy also served as policy fellow and college access coordinator under Governor Jennifer Granholm. She was appointed by Governor Whitmer to represent Michigan on the Midwest Higher Education Compact and served on Governor Snyder's 21st Century Education Commission. She has been recognized for her leadership and advocacy by the Michigan Association of School Administrators, National College Access Network, American Association of Collegiate Registrars and Admissions Officers, as well as by the Michigan College Access Network. Brandy earned her B.A. in Political Science from Arizona State University and her M.A. in Public Policy from the Gerald R. Ford School of Public Policy at the University of Michigan.

Brandy Johnson attended the meeting and addressed the trustees with a PowerPoint presentation. She offered high praise for Dr. MacMaster's participation with the MCCA and noted several state-wide MCCA initiatives in which ACC was participating.

Action Items

2.990 Fiscal Year 2027 Proposed Budget

The following resolution was proposed by Trustee Townsend and seconded by Trustee Stender:

The Alpena Community College Board of Trustees accepts the budget as presented for Fiscal Year 2027.

Ayes: 7. Nays: 0. Motion approved.

2.991 Labor Contract with the Alpena Community College Educational Support Professionals Custodial/Maintenance MEA/NEA

The following resolution was proposed by Trustee Stibitz and seconded by Trustee Townsend:

The Alpena Community College Board of Trustees approves the 2026-30 labor contract with the Alpena Community College Educational Support Professionals Custodial/Maintenance MEA/NEA on which tentative agreement has been reached and ratification by the union has been accomplished.

Ayes: 7. Nays: 0. Motion approved.

2.992 Bids: Webex Video Conferencing Equipment Purchase

The following resolution was proposed by Trustee Gentry and seconded by Trustee Duncan:

The Alpena Community College Board of Trustees authorizes College officials to purchase video conferencing system equipment from CDW-G for a total cost not to exceed \$136,429.78.

Ayes: 7. Nays: 0. Motion approved.

2.993 Bids: Bus Transportation for Soccer, Basketball, Baseball, and Softball Teams

The following resolution was proposed by Trustee Stibitz and seconded by Trustee Stender:

The Alpena Community College Board of Trustees authorizes College officials to contract with Beyond Horizons Tour and Travel, LLC., of Mt. Pleasant, Michigan, for bus transportation for ACC athletic teams for 2026-27; estimated cost of the contract is approximately \$110,000, which is subject to change with additional games and fuel surcharges.

Ayes: 7. Nays: 0. Motion approved.

2.994 Purchase of Infant Simulator for Nursing Program

The following resolution was proposed by Trustee Stender and seconded by Trustee Townsend:

The Alpena Community College Board of Trustees approves the purchase of a Super Tory S2220 medium skin tone advanced neonatal simulator from Gaumard for a cost not to exceed \$46,145.00.

Ayes: 7. Nays: 0. Motion approved.

2.995 Policy 4042: Credit for Prior Learning (CPL) Policy — First Reading

The following resolution was proposed by Trustee Gentry and seconded by Trustee Stender:

The Alpena Community College Board of Trustees approves the new Credit for Prior Learning (CPL) Policy on first reading.

Ayes: 7. Nays: 0. Motion approved.

2.996 Deletion of Policy 4017, Policy 4018, Administrative Procedure 4517, and Administrative Procedure 4518 — First Reading

The following resolution was proposed by Trustee Gentry and seconded by Trustee Duncan:

The Alpena Community College Board of Trustees approves the deletion of Policy 4017, College Level Examination Program (CLEP) Policy, and Policy 4018, Non-Traditional Credit Evaluation Policy, from the ACC Policies & Procedures Manual.

Ayes: 7. Nays: 0. Motion approved.

2.997 Certification of MCCA Board of Directors Representatives

The following resolution was proposed by Trustee Gentry and seconded by Trustee Hilberg:

Dr. Don MacMaster is appointed to the 2026-27 MCCA Board of Directors as President Director representing Alpena Community College as of July 1, 2026.

Florence Stibitz is appointed to the 2026-27 MCCA Board of Directors as Trustee Director representing Alpena Community College as of July 1, 2026.

Teresa Duncan is appointed to the 2026-27 MCCA Board of Directors as Alternate Trustee Director representing Alpena Community College as of July 1, 2026.

Ayes: 7. Nays: 0. Motion approved.

Financial Report

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

- Property tax receipts total \$3,567,534, up \$192,521 from May 2025 due to taxable value adjustments.
- Tuition and fee revenue totals \$7,616,013, an increase of \$348,989 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 and May; this year's transfer from the Restricted Fund has not yet been finalized.
- 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 eleven months shows a net income of \$1,659,644.

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

- Salaries and fringe benefits are higher in May due to three payroll cycles in the month.
- All Month-to-Month comparisons are tracking as expected, except as noted above.

Personnel Report

New hires, terminations, and status changes from May 7 to June 1, 2026.

New Hires:

- None.

Re-Hires:

- None.

Transfers:

- Corey Sarnia #0135132, Transfer from ESP Institutional Research Engineer to Director of Institutional Research, effective 07/01/2026.

Resignations:

- None.

Terminations:

- Christopher Mundie, FT Faculty – Speech Instructor, effective 07/31/2026.
- Lauren Mantlo, Director of Learning Resources Center, effective 07/01/2026.

Inactive:

- None.

Retirements:

- Roy Smith, FT Faculty – Utility Technology Technician, effective 06/01/2026.
- Lisa Snyder, Executive Director Office of Information Technology, 07/01/2026.

Name Changes:

- None.

Position Name Changes:

- None.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the ACC Foundation for May 2025.

Total Donors:	90
Number of Gifts:	170
New Gifts:	\$32,665.99

Board Discussion

Chair Briggs reminded the trustees that there is no regular July board meeting scheduled. The next regular board meeting will be in August; Briggs noted the date of the August meeting was changed to Tuesday, August 18, 2026.

New Business

See New Business Item 2.998, President's Fiscal Year 2027 Compensation, above.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting is scheduled for Tuesday, August 18, 2026, at 7:00 p.m. Please note the date change. The meeting will be held in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center.

Adjournment

The regular meeting was adjourned at approximately 8:44 p.m.

Respectfully submitted by
Denis J. Walterreit,
Secretary of the Board of Trustees
(989) 358-7215