ROBERT M. MYERS
CAMPUS COUNSEL

e-mail: myers_robert@smc.edu

Report Transmittal

Date: November 19, 2026

To: District Planning and Advisory Committee

From: Robert M. Myers, Campus Counsel

Subject: Transmittal of Third Quarter Report on Implementation of OIR Group Recommendations

This memorandum transmits to you the 2026 third quarter report concerning implementation of the OIR Group recommendations. A copy of the report has been provided to the OIR Group and has been posted on the OIR Report webpage (https://admin.smc.edu/administration/campus-counsel/oir.php).

2026 THIRD QUARTER REPORT

RECOMMENDATION ONE: *SMCPD leadership should redouble its efforts to advise SMPD of the notification requirements relating to college related responses and document any instances where there has not been timely notification.*

Response: Agree

Next Steps: The College and the City should enter into a new Memorandum of Agreement (MOA) between their respective police departments for approval by their governing boards. The current MOA commenced on September 1, 2019, and was for a term of five years. It is automatically extended for an additional year unless either party gives 90 days' notice of its intention not to extend the MOA. Thus, the term of the current MOA is through August 31, 2026. However, the MOA provides that either party may terminate the agreement upon 90 days' written notice to the other party.

The Superintendent/President will provide at least quarterly reports to DPAC and the Board of Trustees on the progress toward negotiating a new agreement.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police; Campus Counsel

First Quarter 2026 Progress: Chief Adams drafted a new MOA for internal review, after which a copy was forwarded to the OIR Group. Upon completion of that review, the MOA was transmitted to the Santa Monica Police Department on March 18, 2026.

Second Quarter 2026 Progress: The College is awaiting a response from the City of Santa Monica. The draft agreement is being reviewed by the Santa Monica City Attorney's office.

Third Quarter 2026 Progress: The city is reviewing the MOU, and the college has reminded the SMPD Chief of the importance of getting this signed.

RECOMMENDATION TWO: *SMCPD should continue to report on the progress (or lack thereof) of any interoperability radio campaigns by RICS or any other entity.*

Response: Agree

Next Steps: The College is exploring joining the Interagency Communications Interoperability Authority (ICI) or the Los Angeles Regional Interoperable Communications (LA-RICS) System. Both systems require P25 Phase II law enforcement compatibility radios. Joining either system, would require the purchase of new radios at an estimated cost $200,000, with monthly fees of $40 dollar per radio, approximately $19,200 dollars annually.

The Superintendent/President will provide at least quarterly reports to DPAC and the Board of Trustees on the progress toward an interoperable radio system.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police

First Quarter 2026 Progress: The College is entering into an agreement with LA-RICS. Funding has been identified for the purchase of new radios, and a requisition has been submitted to the Purchasing Department. Acquisition of the new radios is anticipated by May 2026.

Second Quarter 2026 Progress: The College has acquired and deployed the new radios, going live with the new system on July 21, 2026. The system has approximately 60 mutual aid channels available for regional communication, as well as statewide communication if necessary during a major disaster. The Santa Monica Police Department (SMPD) police and traffic channels have been programmed into the College's radios. An encryption key necessary to monitor those channels in real time is needed from SMPD and should be added by mid-September, 2026.

The College redistributed the old radios to members of its emergency management team. The new radios can communicate with the old radios.

Third Quarter 2026 Progress: Completed. The radios are fully deployed.

RECOMMENDATION THREE: *SMCPD should continue to participate in joint trainings and seek additional training opportunities with SMPD on public safety-related mutual concerns.*

Response: Agree

Next Steps: The new MOA with the City (Recommendation 1) should include a yearly calendar of joint trainings.

The Superintendent/President will provide at least quarterly reports to DPAC and the Board of Trustees on the progress toward negotiating a new agreement.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police

First Quarter 2026 Progress: The draft MOA referenced in Recommendation 1 incorporates the development of an annual training plan. Additionally, joint training with the Santa Monica Police Department has already been scheduled for March and April 2026.

Second Quarter 2026 Progress: Additional joint trainings are scheduled in September and October, 2026. In addition, the SMCPD has scheduled Red Cross First Aid trainings through August 2026 to better prepare the College community for an emergency. Six SMCPD officers have attended Crime Prevention Through Environmental Design trainings to assist with campus safety surveys.

Third Quarter 2026 Progress: We are awaiting the 2027 joint training calendar with SMPD, expected in early 2027. Campus first aid/CPR trainings continued through the month of October, and classes specially scheduled for Maintenance and Operations were also conducted in October.

RECOMMENDATION FOUR: *SMCPD should increase expectations for personnel assigned to CMD intended to increase police visibility and consider creating an electronic record designed to facilitate that visibility.*

Response: Agree

Next Steps: Within 60 days, the Chief of Police will provide the Superintendent/President with a plan to address this recommendation.

Within 90 days, the Superintendent/President shall provide a summary of the plan to DPAC and the Board of Trustees. (For security reasons, the entire plan will not be publicly released.)

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police.

First Quarter 2026 Progress: A CMD workstation has been identified for officer use, and all patrol checks are documented through the automated Computer-Aided Dispatch (CAD) system. Patrol responsibilities have been expanded to encompass various campus buildings and to include staff check-ins during foot patrols. While patrol activity is currently captured through the CAD system, the Department is working with the IT Department to develop a record-keeping solution utilizing the FOB door system.

Second Quarter 2026 Progress: No update on the potential of an IT solution.

Third Quarter 2026 Progress: SMCPD is still waiting on a possible IT solution to track patrol checks. However, checks are recorded in SMCPD's computer-aided dispatch system that is not building-specific but is campus-specific. This is being used while an IT solution is developed.

RECOMMENDATION FIVE: *SMC should consider creating a computer station at its satellite campuses so that police could access cameras and other police-related databases from those locations.*

Response: Agree

Next Steps: A dedicated computer has been assigned at CMD. Campus safety officers are required to log in to the computer during their assigned shifts to ensure that all necessary computer updates have been deployed.

The Superintendent/President will provide at least quarterly reports to DPAC and the Board of Trustees confirming that the dedicated computer remains operational.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police

First Quarter 2026 Progress: Completed – Located in the D building of CMD.

Second Quarter 2026 Progress: During the DPAC discussion on April 22, 2026, reports were requested about other satellite campuses. The below is an update:

- Bundy: There is a computer lab that SMCPD can use at any time. SMCPD is looking into substation options but so far no room is readily available.
- Malibu: SMCPD personnel have several workstations available, and they are regularly used by Campus Safety Officers.

Finding dedicated workspace for College Police can be a challenge at other satellite campuses. As a result, Chief Adams is exploring alternatives to ensure access to cameras and other police information systems is readily available even when officers do not have a dedicated workstation or cannot access the facility because of ongoing police operations. These include the following:

- Under the recently approved collective bargaining agreement, all police officers will be issued District mobile devices. This creates the opportunity to use these devices for remote access.
- In addition, one or more laptops will be available for police supervisors to use in an emergency for remote access.

Third Quarter 2026 Progress: Sworn offices have been assigned district phones capable of accessing cameras from these devices.

RECOMMENDATION SIX: *SMC should develop a policy concerning when employee participation is required in investigations concerning criminal conduct occurring on campus.*

Response: Agree

Next Steps: Within 90 days, the Vice President for Human Resources and Campus Counsel will draft an Administrative Regulation to address this recommendation and present it to DPAC's Human Resources Planning Subcommittee.

The Superintendent/President will provide at least quarterly reports to DPAC and the Board of Trustees concerning progress toward adopting an administrative regulation.

Responsible Parties: Superintendent/President; Vice President for Human Resources; Campus Counsel

First Quarter 2026 Progress: The College has requested the OIR Group's assistance in drafting a policy. In response, the OIR Group provided sample policies from other organizations, which are currently under review by Campus Counsel.

Second Quarter 2026 Progress: No progress was made in the second quarter.

Third Quarter 2026 Progress: No progress was made in the third quarter.

RECOMMENDATION SEVEN: *SMC should continue to develop more proactive strategies to ensure that emergency contact information of its community remains current.*

Response: Agree

Next Steps: Within 60 days, the College shall take the following actions:

- Update its webpages to provide instructions and an easy-to-access process for updating emergency contact information for employees, students, related entities, and community members.
- Send a reminder every 60 days to employees, students, related entities, and community members to keep their contact information current.

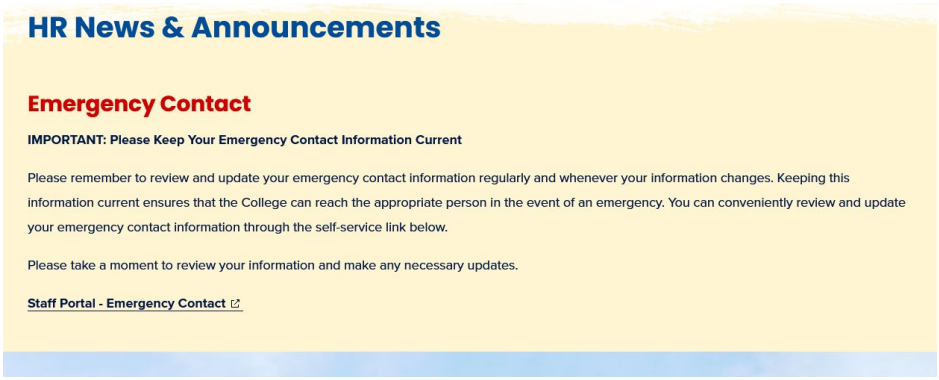
The Superintendent/President will provide at least quarterly reports to DPAC and the Board of Trustees concerning progress toward adopting an administrative regulation.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police; Vice President for Human Resources; Chief Information Officer

First Quarter 2026 Progress: Welcome memos distributed to all employees via email at the start of each semester include information encouraging staff to update their emergency contact information through a dedicated module in WebISIS.

Second Quarter 2026 Progress: Implementation is ongoing. The Welcome memoranda for the Spring 2026 semester were sent on February 17, 2026, to academic employees and classified employees and included information on updating emergency contact information. Beginning August 31, 2026, the College will send reminders to employees every 60 days. Additionally, the College will add a web link to the Human Resources webpage during the third quarter.

Third Quarter 2026 Progress: The Human Resources website has been updated to promote keeping emergency contact information updated. The following is the information provided (https://admin.smc.edu/administration/human-resources/):



An email was sent to all employees on Monday, November 2, 2026, reminding them to review and update emergency contact information regularly and whenever their information changes.

RECOMMENDATION EIGHT: *When a traumatizing event occurs on campus, in addition to providing wellness support to the campus writ large, the College should continue to proactively reach out and offer services to campus community members that were most directly impacted by the incident.*

Response: Agree

Next Steps: Within 60 days, the Dean of Health and Wellbeing will update the existing Suicide and Death Prevention and Postvention Plan and provide it to the Superintendent/President.

Within 90 days, the Superintendent/President shall provide the plan to DPAC and the Board of Trustees.

Responsible Parties: Superintendent/President; Vice President for Student Success; Dean, Health and Wellbeing

First Quarter 2026 Progress: The Dean of Health and Wellbeing has updated the plan, which is available at: Suicide Prevention and Postvention – Santa Monica College. The next step is for DPAC to review the updated plan.

The URL for the plan is: https://www.smc.edu/student-support/health-wellbeing/center-for-wellness-and-wellbeing/suicide-prevention-postvention.php

Second Quarter 2026 Progress: Dean of Health and Wellbeing presented a report to DPAC on July 22, 2026, covering services providing safety, emotional and psychological assistance. It included information on the Suicide and Death Prevention and Postvention Plan.

Third Quarter 2026 Progress: Completed. The Dean of Health and Wellbeing will continue to work with campus employees to ensure support is offered for students and employees following a traumatic event as indicated in the Suicide Prevention and Postvention Plan.

RECOMMENDATION NINE: *SMC should make it easier to locate the Workplace Violence Prevention Plan on its website.*

Response: Agree

Next Steps: The College has provided a link to the Workplace Violence Policy at the bottom of every webpage.

First Quarter 2026 Progress: Completed

RECOMMENDATION TEN: *SMC's committees devoted to emergency preparedness and school safety should publicly announce its meeting schedule through its social media platforms.*

Response: Agree

Next Steps: Within 90 days, the Safety Committee and Emergency Preparedness Committee should prepare written plans to implement this recommendation and present them to the Superintendent/President and DPAC.

Responsible Parties: Director of Safety and Risk Management; Chief of Police.

First Quarter 2026 Progress: The Safety Committee now has a dedicated webpage on the SMC website, accessible under the Risk Management section. The page provides an overview of the committee's purpose and responsibilities, outlines meeting schedules, and will serve as the repository for agendas and minutes for all future meetings.

The URL for the page is: https://admin.smc.edu/administration/business-services/risk-management/safety-committee.php

Second Quarter 2026 Progress: The page was updated to include all agenda and minutes for 2026.

Third Quarter 2026 Progress: The Safety Committee website continues to be updated with the agendas and minutes for each month's meeting.

RECOMMENDATION ELEVEN: *SMC's committees devoted to emergency preparedness and school safety should continue to prepare an annual public report and announce and prominently feature those reports on a relevant SMC webpage.*

Response: Agree

Next Steps: Currently, the Santa Monica College Police Department prepares annual security reports pursuant to the Clery Disclosure Act. The reports can be found at https://admin.smc.edu/administration/police/annual-security-report.php. Neither the Safety Committee nor the Emergency Preparedness Committee prepares an annual report. The Director of Safety and Risk Management does contribute to the annual report provided by the Superintendent/President to the Board of Trustees.

Starting in 2026, the Safety Committee and Emergency Preparedness Committee should prepare annual reports and present them to the Superintendent/President and DPAC, with a copy to the Board of Trustees.

Responsible Parties: Superintendent/President; Director of Safety and Risk Management; Chief of Police

First Quarter 2026 Progress: The Police Department, which oversees Emergency Preparedness, contributes a narrative summary to the College's overall annual report. The Emergency Preparedness Committee currently receives monthly statistical reports at its meetings, which can inform training initiatives and be incorporated into the annual report.

Second Quarter 2026 Progress: No update.

Third Quarter 2026 Progress: The Director of Safety & Risk Management provided an annual update to the Board at the end of the fiscal year 25/26.

In addition, on September 24, 2026, Chief Adams shared the annual security report with the campus community and made it available directly to students via Corsair Connect. The report is available online via the Santa Monica College Police Department website at: https://www.smc.edu/administration/police/annual-security-report.php

RECOMMENDATION TWELVE: *SMC should ensure that whenever a new approach to accountability and supervision is envisioned that it effectively conveys to line staff that the approach was initiated and/or supported by the highest levels of the institution.*

Response: Agree

Next Steps: To implement this recommendation, the Vice President for an area shall ensure that the new approach to supervision and accountability is communicated in writing to all employees and be accompanied by a meeting with affected employees to discuss the new strategy.

Responsible Parties: Area Vice Presidents

First Quarter 2026 Progress: The Superintendent/President has issued a memorandum to all Vice Presidents directing them to implement and communicate the updated accountability and supervision framework within their respective divisions. The memorandum will emphasize that the initiative has been sanctioned at the highest level of the institution and will outline expectations for Vice Presidents to cascade this messaging to their managers. Managers will, in turn, be responsible for ensuring that line staff are clearly informed of the new approach and its institutional backing.

Second Quarter 2026 Progress: A reminder of this obligation was provided to Vice Presidents as part of circulating the First Quarter Report in April, 2026.

Third Quarter 2026 Progress: A reminder of this obligation was provided to Vice Presidents as part of circulating the Second Quarter Report in August, 2026.

RECOMMENDATION THIRTEEN: *SMC should ensure that line level staff and its association leadership are advised of and provided an opportunity to provide input into any trainings intended to interpose new direction in areas of accountability and performance.*

Response: Agree

Next Steps: College management will provide a draft training plan to CSEA and affected employees for input prior to implementation.

Responsible Parties: Vice President for Human Resources.

First Quarter 2026 Progress: The Management Association president, CSEA president, Vice President for Human Resources, and Campus Counsel have met to discuss a collaborative training program that would be conducted by the CSEA and Management Association leadership with support from Human Resources.

Second Quarter 2026 Progress: Collaborative discussions have continued, resulting in the Management Association president working with the CSEA president to deliver training to the Management Association on August 19, 2026. The CSEA president was the lead presenter. In addition, the Office of Human Resources continues to work with the Management Association, Classified Professional Development Committee, and Professional Development Committee on training opportunities.

Third Quarter 2026 Progress: No update.

RECOMMENDATION FOURTEEN: *The College and the Association should negotiate a modification to the Collective Bargaining Agreement to allow more discretion on imposition of discipline for performance-related misconduct.*

Response: Agree

Next Steps: The College is currently engaged in collective bargaining negotiations with CSEA. To negotiate changes to the agreement, it is sunshining at this meeting a request to negotiate over this subject matter.

The Superintendent/President will provide at least quarterly reports to the Board of Trustees on the progress toward negotiating modifications to Article 13 of the CSEA collective bargaining agreement.

Responsible Parties: CSEA Negotiating Team

First Quarter 2026 Progress: CSEA and the District agreed to add the following provision to the Collective Bargaining Agreement currently under negotiation:

> 13.7 The parties agree to create a joint committee to be known as the Discipline Procedures Committee, composed of three (3) representatives of the California School Employees Association and three (3) management representatives. The committee will be charged with researching the Article 13 disciplinary process and alternatives (e.g., restorative justice approaches). Representatives to this committee will be named within 90 days after ratification of this Agreement and will call the first meeting no later than 120 days after ratification of this Agreement. The committee will use the consensus process to develop recommendations to improve the existing disciplinary process and will report its findings to the District-CSEA Joint Labor/Management Committee for consideration during successor contract negotiations. The committee will dissolve by general consent that the work has been accomplished or that no further progress can be made.

Second Quarter 2026 Progress: The new collective bargaining agreement was ratified by the Board of Trustees at its meeting on May 5, 2026. The Discipline Procedure Committee should meet for the first time in September/October.

Third Quarter 2026 Progress: The Discipline Procedures Committee was established and, but has not yet held its first meeting.

RECOMMENDATION FIFTEEN: *SMC should continue to ensure that when new hires are onboarded that they are not assigned a supervisor who is a family member or with whom they have a personal relationship.*

Response: Agree

Next Steps: In December 2024, the Vice President for Human Resources developed a new form to completed during the hiring process entitled "VERIFICATION OF PERSONAL RELATIONSHIPS AND HIRING OF RELATIVES" (Attachment 1). This form has been effective in disclosing family relationships.

To determine the scope of family relationships among new hires, the Vice President for Human Resources shall prepare a report by April 1, 2026, with a statistical summary from the Verification forms submitted in 2025, indicating the number of new hires with family relationships and the departments.

The Superintendent/President will provide the report to DPAC and Board of Trustees.

Responsible Parties: Superintendent/President; Vice President for Human Resources

First Quarter 2026 Progress: Information collected through the nepotism disclosure form is reviewed by Human Resources to ensure that newly hired employees are not placed under the direct supervision of a family member. This review process helps safeguard the integrity of the College's hiring and supervision practices and ensures compliance with the College's nepotism policy.

Second Quarter 2026 Progress: Data for 2025 was analyzed by the Office of Human Resources. Based on the data, no new hires reported family relationships.

Group	Number	Family Relationships Reported
Classified	21	0
Classified Temporary	24	0
Part-Time Faculty	77	0
Full-Time Faculty	1	0
Administrators	0	0

Third Quarter 2026 Progress: Completed. Based on the steps taken, no further action is required other than ongoing monitoring by the Vice President for Human Resources

RECOMMENDATION SIXTEEN: *SMC should develop protocols prohibiting leads to have family members or those with whom they have a personal relationship from working on their team.*

Response: Agree

Next Steps: Board Policy 7310 governs nepotism and will need to be amended to include leads. Under the Educational Employment Relations Act, matters relating to terms and conditions of employment are within the scope of representation. However, fundamental managerial decisions regarding the merits, necessity, or organization of public services are outside the scope of representation. Here, expanding the nepotism policy to include leads could affect promotional opportunities for classified employees, and this will need to be negotiated with CSEA. The District's negotiating team will begin this process.

The Superintendent/President will provide at least quarterly updates to the Board of Trustees on the progress of negotiations.

Responsible Parties: Superintendent/President; District's Negotiating Team

First Quarter 2026 Progress: No formal progress has been made on this recommendation to date; however, preliminary discussions have taken place with managers in Maintenance and Operations to identify potential strategies for addressing this challenge. The District intends to raise this issue with CSEA after contract negotiations conclude.

Second Quarter 2026 Progress: The District intends to raise this issue with CSEA during the Fall.

Third Quarter 2026 Progress: Because of other issues, this has not yet been raised with CSEA.

RECOMMENDATION SEVENTEEN: *SMC should develop a campus-wide Code of Civility.*

Response: Agree

Next Steps: It is recommended that DPAC develop a Code of Civility for the College.

The Superintendent/President will provide the Board of Trustees with at least quarterly updates on DPAC's progress.

Responsible Parties: Superintendent/President

First Quarter 2026 Progress: DPAC has delegated to the DPAC Human Resources Subcommittee the task to "research, summarize, and present exemplars of civility codes from other community colleges, including their related training practices, and provide an analysis of SMC's own relevant board policies to DPAC, no later than the last DPAC meeting of spring 2026."

Second Quarter 2026 Progress: The DPAC Human Resources Subcommittee issued its report to DPAC on June 1, 2026. It recommended:

> Based on the review of the policies and examples from other colleges and SMC's own existing policies, it is the recommendation of DPAC HR that:
>
> A. SMC does not need a standalone policy to address civility as civility is addressed in multiple existing SMC policies and there were no examples of standalone policies at other community colleges.
> B. SMC has the option of augmenting its current policies if more clarity or visibility is needed; *e.g.*, cross-referencing existing policies that address standards of conduct.

On July 8, 2026, DPAC adopted the following recommendation:

> Recommendation: Motion was made by Vicenta Arrizon and seconded by Jose Hernandez to forward the following recommendations to the Superintendent/ President. It was unanimously approved (Associated Students representatives were not present)
>
> - DPAC recommends that a standalone policy to address civility is not needed.

- DPAC recommends that SMC conduct a gap analysis of current training on civility, safety and wellness and propose regular engaging training sessions based on the findings.

Campus Counsel forwarded the DPAC recommendation to the OIR Group for comment. The Superintendent/President has returned DPAC's recommendation with the request for it to consider the OIR comments. If DPAC desires, the OIR Group can attend a DPAC meeting.

Third Quarter 2026 Progress: On October 27, 2026, Campus Counsel provided the DPAC co-chairs with background information on civility policies. The memorandum can be accessed at https://admin.smc.edu/administration/campus-counsel/documents/OIR-DPAC-Memo-10-27-26.pdf

RECOMMENDATION EIGHTEEN: *The College should reconsider its accountability system to ensure that appropriate disciplinary measures are taken and maintained when the conduct involves violence, threats of violence and integrity issues.*

Response: Agree

Next Steps: Within 180 days, the Vice President for Human Resources shall prepare a written report addressing Recommendations Nos. 18, 19, and 20.

Upon its completion, the Superintendent/President will provide the Board of Trustees and DPAC a copy of the report.

Responsible Parties: Superintendent/President; Vice President for Human Resources

First Quarter 2026 Progress: As noted in connection with Recommendation 14, the District and CSEA have agreed on establishing a committee to review the disciplinary process.

Second Quarter 2026 Progress: See Recommendation 14 update.

Third Quarter 2026 Progress: See Recommendation 14 update.

RECOMMENDATION NINETEEN: *The College should develop remedial interventions that are tailored to address the "root cause" of the concerning conduct.*

Response: Agree

Next Steps: Within 180 days, the Vice President for Human Resources shall prepare a written report to address Recommendations Nos. 18, 19, and 20.

Upon its completion, the Superintendent/President will provide the Board of Trustees and DPAC a copy of the report.

Responsible Parties: Superintendent/President; Vice President for Human Resources

First Quarter 2026 Progress: The Office of Human Resources has conducted a workshop with managers on workplace civility and workplace culture that challenges managers to identify concerns early by engaging in continuous communication and assessment of the work environment. The workshop was conducted by outside consultant Dr. Valyncia Raphael-Woodward.

Second Quarter 2026 Progress: In June, the Office of Human Resources facilitated a training on the evaluation and discipline process.

Third Quarter 2026 Progress: See Recommendation 20 update.

RECOMMENDATION TWENTY: *The College should consider developing restorative justice resolutions as an alternative to the traditional disciplinary process.*

Response: Agree

Next Steps: Within 180 days, the Vice President for Human Resources shall prepare a written report addressing Recommendations Nos. 18, 19, and 20.

Upon its completion, the Superintendent/President will provide the Board of Trustees and DPAC a copy of the report.

Responsible Parties: Superintendent/President; Vice President for Human Resources

First Quarter 2026 Progress: Human Resources has identified and will be scheduling an outside consultant to provide workshops to the college community on restorative justice.

Second Quarter 2026 Progress: HR is working with a consultant to provide a Conflict Resolution Training & Dialogue in October 2026. The presentation is designed to employees a structured, respectful space to voice concerns, gain confidence in having hard conversations, and learn about practical conflict resolution tools. The training was originally scheduled for Spring 2025. The timeline was pushed back to Fall 2026 in light of the challenges and changes faced by the District as it was engaged in a reduction in force process.

Third Quarter 2026 Progress: The Office of Human Resources arranged a Conflict Resolution, Civility, and Workplace Dialogue workshop led by Andres A. Ramirez. Offered on October 21, 2026, the five-hour workshop provided practical conflict-resolution strategies, listening and empathy techniques, facilitated dialogue, and scenario-based learning to strengthen workplace communication, trust, and collaborative problem-solving.

RECOMMENDATION TWENTY-ONE: *SMC should consider implementing a uniform requirement for all Maintenance and Operations employees.*

Response: Agree

Next Steps: Currently, the following provisions of the CSEA collective bargaining agreement provide:

> 11.8.2 Any District employee required to wear a uniform shall be reimbursed for the cost of the uniform and maintenance of the uniform.
>
> 11.8.3 Cost of uniform cleaning for parking enforcement officers and campus safety officers will be pro-rated at the rate of $75.00 per month and paid as part of the monthly payroll.

The District's negotiating team will begin discussions with CSEA to negotiate the effects of requiring uniforms for Maintenance and Operations employees. This will include a process for affected employees to participate in the design of uniforms and share their preferences for comfort and functionality.

Responsible Parties: Superintendent/President; District's Negotiating Team

First Quarter 2026 Progress: Because of other issues at the bargaining table, this has not yet been discussed.

Second Quarter 2026 Progress: Given the College budget challenges and the implementation of furloughs by the Board of Trustees, the College's negotiating team has not begun discussions on this recommendation.

Third Quarter 2026 Progress: No update.

RECOMMENDATION TWENTY-TWO: *Any comment suggesting that violence is an understandable response to campus conflict should be forcefully and immediately rebutted by the highest levels of campus leadership.*

Response: Agree in principle.

Context is important. For example, an inappropriate comment made by a student in the classroom may only require a response by the instructor of the class. By contrast, a response widely circulated on social media may require a different response. The College needs to be mindful that circulating a response beyond the recipients of the inappropriate comment can amplify it and give it undue attention. At the public listening sessions, College officials did respond to inappropriate comments in a manner appropriate to the meeting.

Next Steps: It is recommended that the Civility Policy recommended in Recommendation No. 17 address how to respond to inappropriate comments in public meetings.

Responsible Parties: Superintendent/President; Vice President for Human Resources

First Quarter 2026 Progress: See Recommendation No. 17.

Second Quarter 2026 Progress: See Recommendation No. 17 update.

Third Quarter 2026 Progress: See Recommendation No. 17 update.

RECOMMENDATION TWENTY-THREE: *SMC should develop a notification procedure so that KCRW leadership is promptly advised of any critical incident.*

Response: Agree

Next Steps: Following October 2024, the College addressed this concern by adding KCRW personnel to the College notification system. The actions taken in response to Recommendation No. 7 should ensure that this list remains current.

First Quarter 2026 Progress: Completed

RECOMMENDATION TWENTY-FOUR: *SMC should reach out to KCRW leadership in the aftermath of any critical incident at the CMD satellite campus.*

Response: Agree

Next Steps: The KCRW Station Manager is a College employee. Following a critical incident, the Station Manager or designee will be invited and expected to participate in post-incident meetings.

Responsible Parties: Superintendent/President; BIT Team

First Quarter 2026 Progress: On February 23, 2026, the College's Behavioral Intervention Team met with KCRW's comparable team at KCRW. The purpose of the meeting was to establish lines of communication and clarify each organization's responsibilities in responding to workplace violence incidents. The meeting was productive, and follow-up actions included extending invitations to KCRW staff to attend relevant College safety and risk mitigation trainings scheduled throughout the year, the first of which was the Spring Professional Development Day. Additionally, the Chief of Police conducts an annual safety walk with the various constituency groups at KCRW.

Second Quarter 2026 Progress: No update.

Third Quarter 2026 Progress: No update.

RECOMMENDATION TWENTY-FIVE: *CMD's safety plan should be provided to KCRW leadership and SMC should continue to offer training on the plan.*

Response: Agree

Next Steps: Within 90 days, the Chief of Police shall meet with KCRW station management and develop a training plan for KCRW related to campus security issues.

The Superintendent/President will provide at least quarterly updates to the Board of Trustees and DPAC on the training plan.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police

First Quarter 2026 Progress: See Recommendation 24.

Second Quarter 2026 Progress: KCRW staff continue to be invited to District professional development programs.

Third Quarter 2026 Progress: KCRW staff continue to be invited to District professional development programs. In addition, the Director of Safety and Risk Management will begin inviting KCRW employees to monthly on-site safety trainings.

RECOMMENDATION TWENTY-SIX: *In refining a safety plan for the CMD satellite campus, SMC should consider the unique position of KCRW personnel and any safety concerns identified.*

Response: Agree

Next Steps: The College has a services agreement with the KCRW Foundation. This agreement should be modified to specifically address the unique safety concerns of KCRW, which operates 24 hours per day.

The Superintendent/President will provide at least quarterly updates to the Board of Trustees and DPAC on progress toward modifying the agreement.

Responsible Parties: Superintendent/President

First Quarter 2026 Progress: Although no action to modify the service agreement has occurred, an ongoing dialogue with KCRW is underway. For example, on March 11, 2026, the Director of Risk Management wrote to KCRW:

> I hope you're doing well. I wanted to follow up regarding KCRW's workplace violence hazard assessment process. Our Behavioral Intervention Team (BIT) has received your online submission, and the next step is to schedule a building walk-through to complete the assessment process.
>
> I understand that Chief Adams conducts these walk-throughs for KCRW annually. However, I'd also like to offer an additional walk-through to supplement your completed hazard assessment checklist. This would be a great opportunity for us to review your findings together as we walk through the building, discuss any remaining safety considerations, and ensure your assessment aligns with SMC's overall workplace safety approach.
>
> When you're ready to move forward, just let me know, and we can set up a time that works best for you.
>
> Thank you for your continued partnership and support in strengthening campus safety. Please don't hesitate to reach out if you have any questions.

Second Quarter 2026 Progress: Negotiations on a new service agreement have not commenced.

Third Quarter 2026 Progress: Negotiations on a new service agreement have not commenced.

RECOMMENDATION TWENTY-SEVEN: *As part of its annual CMD walkthrough, SMC leadership should meet specifically with KCRW personnel to learn of any new safety concerns.*

Response: Agree

Next Steps: The KCRW Station Manager or designee will be invited and expected to participate in the annual CMD walkthrough. The Station Manager will include employee representatives in the walkthrough.

Within 30 days of the annual CMD walkthrough, the Superintendent/President shall provide a report to the Board of Trustees and DPAC on safety concerns identified.

Responsible Parties: Superintendent/President; Vice President for Student Success; Chief of Police

First Quarter 2026 Progress: See Recommendation 24.

Second Quarter 2026 Progress: The annual CMD walkthrough will take place at the beginning of the Fall Semester. However, in May, Chief Adams conducted a safety walkthrough with the administrator responsible for CMD concerning safety issues.

Third Quarter 2026 Progress: No update.

RECOMMENDATION TWENTY-EIGHT: *The College should develop a transparent and inclusive process to consideration of the recommendations.*

Response: Agree

Next Steps: This document outlines a series of action steps with regular reporting to the Board of Trustees and DPAC.

Responsible Parties: Superintendent/President

First Quarter 2026 Progress: Quarterly reports will be presented to DPAC and the Board of Trustees. The first quarterly report will be submitted by March 31, 2026.

Second Quarter 2026 Progress: The first quarter report was completed on April 15, 2026, and presented at the DPAC meeting on April 22, 2026. It was distributed to the Board of Trustees on April 22, 2026.

Third Quarter 2026 Progress: The second quarter report was completed and transmitted to DPAC on August 25, 2026. The College transmitted it to the Board of Trustees on September 1, 2026. In addition, we launched a webpage for easy access to all materials related to the OIR Report. It can be found at:

https://admin.smc.edu/administration/campus-counsel/oir.php

RECOMMENDATION TWENTY-NINE: *The College should develop an implementation plan for any accepted recommendation and report to its community regarding the plan's progress.*

Response: Agree

Next Steps: This implementation plan sets forth a series of actions to take in response to the OIR report. It includes regular reports to the College community.

In addition, the College will enter into a new contract with the OIR Group to independently assess progress on implementing its recommendations. The new contract will provide for quarterly reports to the Board of Trustees on the District's progress.

Responsible Parties: Superintendent/President

First Quarter 2026 Progress: The College entered into a new agreement with the OIR Group for the period from December 2, 2025, to June 30, 2027.

Second Quarter 2026 Progress: As noted above, implementation progress was reported to DPAC and the Board of Trustees in April, 2026. This report will also be presented to DPAC and the Board of Trustees.

Third Quarter 2026 Progress: The second quarter report was completed and transmitted to DPAC on August 25, 2026. It was transmitted to the Board of Trustees on September 1, 2026. In addition, we launched a webpage for easy access to all materials related to the OIR Report. It can be found at:

https://admin.smc.edu/administration/campus-counsel/oir.php