HOUSTON CITY COLLEGE

Office of the Chancellor

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hccs.edu

MEMORANDUM

TO: Board of Trustees **Ref:** FF25-135

FROM: Dr. Margaret Ford Fisher, Chancellor

DATE: December 19, 2025

SUBJECT: **Chief Executive Officer Reporting Requirements under Tex. Educ. Code § 51.253(c)**

Under the Texas Education Code (TEC), Section 51.253(c), the institution's Chief Executive Officer is required to submit a report at least once during each fall or spring semester to the institution's governing body and post on the institution's internet website a report concerning the reports received by employees under the TEC, Section 51.252, concerning "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, and any disciplinary actions taken under TEC, Section 51.255.

For the purposes of complying with the Chief Executive Officer's reporting requirements under TEC, Section 51.253(c), the attached summary data report[1] includes all of the required reporting information to the **Board of Trustees** for the time period of September 1, 2025 through November 30, 2025. The summary data report is categorized based on the reporting requirements under TEC, Section 51.253(c). The reports received may be applicable in multiple reporting categories, and therefore, the summary data in the categories may not add up to the totals of other categories.

The summary data report is also posted on the institution's website as per the public reporting requirements under TEC, Section 51.253(c) at **Chief Executive Officer's Report | Houston City College - HCC (hccs.edu).**

Note: Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in the Texas Education Code have been omitted for the compliance purposes of this specific report.

[1] When identifiable, duplicate reports were consolidated and counted as one report in the summary data, and confidential employee reporting is noted as a sub-set to the total number of reports received.

CEO Summary Data Report
September 1, 2025 - November 30, 2025

Texas Education Code, Section §51.252	
Number of reports received under Section §51.252	98
Number of confidential reports1 under Section §51.252	3
Number of investigations conducted under Section §51.252	18
Disposition2 of any disciplinary processes for reports under Section §51.252:	
a. Concluded, No Finding of Policy Violation	0
b. Concluded, with Employee Disciplinary Sanction	0
c. Concluded, with Student Disciplinary Sanction	0
d. **SUBTOTAL**	0
Number of reports under Section §51.252 for which the institution determined not to initiate a disciplinary process.	**98**

Texas Education Code, Section §51.255	
Number of reports received that include allegations of an employee's failure to report or who submits a false report to the institution under Section §51.255(a)	0
Any disciplinary action taken, regarding failure to report or false reports to the institution under Section **§51.255(c):**	--
a. Employee termination	--
b. Institutional intent to termination, in lieu of employee resignation	

1 "Number of confidential reports" is a sub-set of the total number of reports that were received under Section §51.252, by a confidential employee or office.

2 "Disposition" means "final result under the institution's disciplinary process" as defined in the Texas Higher Education Coordinating Board's (THECB) rules for TEC, Section §51.259 {See 19 Tex. Admin. Code Section 3.6{e) {2019)); therefore, pending disciplinary processes will not be listed until the final result is rendered.