HOUSTON COMMUNITY COLLEGE
Office of the Chancellor

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MEMORANDUM

TO: Board of Trustees **Ref:** FF25-030

FROM: Dr. Margaret Ford Fisher, Chancellor

DATE: March 21, 2025

SUBJECT: Chief Executive Officer Reporting Requirements under Tex. Educ. Code § 51.253(c) – December 1, 2024 through February 28, 2025

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 **December 1, 2024,** through **February 28, 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 Community 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

December 1, 2024 through February 28, 2025

Texas Education Code, Section 51.252	
Number of reports received under Section 51.252	**75**
Number of confidential reports[2] under Section 51.252	5
Number of investigations conducted under Section 51.252	33
Disposition[3] 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	**75**

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	--

[2] "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.

[3] "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.