

Sec. 51.253. ADMINISTRATIVE REPORTING REQUIREMENTS.

(a) *Not less than once every three months, the Title IX coordinator of a postsecondary educational institution shall submit to the institution's chief executive officer a written report on the reports received under Section 51.252, including information regarding: (1) the investigation of those reports; (2) the disposition, if any, of any disciplinary processes arising from those reports; and (3) the reports for which the institution determined not to initiate a disciplinary process, if any.*

(b) *The Title IX coordinator or deputy Title IX coordinator of a postsecondary educational institution shall immediately report to the institution's chief executive officer an incident reported to the coordinator under Section 51.252 if the coordinator has cause to believe that the safety of any person is in imminent danger as a result of the incident.*

(c) *Subject to Subsection (d), at least once during each fall or spring semester, the chief executive officer of a postsecondary educational institution shall submit to the institution's governing body and post on the institution's Internet website a report concerning the reports received under Section 51.252. The report: (1) may not identify any person; and (2) must include:*

(A) the number of reports received under Section 51.252;

(B) the number of investigations conducted as a result of those reports;

(C) the disposition, if any, of any disciplinary processes arising from those reports;

(D) the number of those reports for which the institution determined not to initiate a disciplinary process, if any; and

(E) any disciplinary actions taken under Section 51.255.

(d) If for any semester a postsecondary educational institution has fewer than 1,500 enrolled students, the chief executive officer of the institution shall submit and post a report required under Subsection (c) for that semester only if more than five reports were received under Section 51.252 during that semester.

Sec. 51.253 Administrative Report
2024-2025 School Year: Fourth Quarter (June-August)

Total Complaints Received: Three (3)

Incident One (1) Date: 6/6/2025 (Complaint received 6/16/2025)

Nature of the Report: Allegations of inappropriate workplace conduct and harassment by an employee towards another employee.

Investigation: Wednesday, 6/18/2025, an investigation was initiated. The respondent was contacted and informed of the allegations and given seven business days to respond, as per college policy. The complainant was also contacted and informed an investigation was being conducted and was asked if she wanted to add any other information to her complaint. No responses or additional information were received by the respondent or complainant.

Disposition: Based on the information received, it was determined that, while the conduct did not meet the definition of sexual harassment, as defined by the College's Employee Handbook, the

respondent did engage in conduct that made his coworker uncomfortable. The respondent was no longer employed by Galveston College, but it was recommended that an Employee Communication document be completed to document the inappropriate behavior as well as expected appropriate workplace conduct and professional interactions. The document was to be sent to the respondents' personal email address and routed to Human Resources to be placed in the personnel file.

Incident Two (2) Date: 6/11/2025 (Complaint received 6/12/2025)

Nature of the Report: Allegations of harassment by an employee towards another employee.

Investigation: Wednesday, 6/18/2025, an investigation was initiated. The respondent was contacted and informed of the allegations and given seven business days to respond, as per college policy. The complainant was also contacted and informed an investigation was being conducted and was asked if she wanted to add any other information to the complaint. No response or additional information was received by the complainant. The respondent denied the allegations of harassment and apologized for his behavior making a coworker uncomfortable.

Disposition: Based on the information received, it was determined that, while the conduct did not meet the definition of sexual harassment, as defined by the College's Employee Handbook, the respondent did engage in conduct that made his coworker uncomfortable. It was recommended that an Employee Communication document/Written Warning be completed to document the inappropriate behavior, expected workplace conduct and limiting co-worker interactions to professional discussions and conduct. The document was to be routed to Human Resources to be placed in the respondents personnel file and a copy provided to the respondent.

Incident Three (3) Date: 6/27/2025 (Complaint received 6/30/2025)

Nature of the Report: Allegations of sexual harassment by a student towards a part-time employee and student.

Investigation: Associate VP of Student Services conducted an investigation. He met with the respondent and communicated with the complainant. The respondent denied the allegations against him, but was found to have violated Math Lab policies.

Disposition: Based on the information gathered in the course of the investigation, it was determined that, while the conduct did not meet the definition of sexual harassment, as defined by the College's Title IX policy (FFDA Local), the respondent did engage in conduct that made his tutor uncomfortable and did violate Math Lab Rules. In accordance with Student Discipline and Penalties policy, the respondent was placed on a disciplinary warning and given specific terms and sanctions to abide by for the remainder of the Summer 2025 semester. He was also provided his appeal rights. The complainant was provided the results and actions from the investigation and confirmed they agreed to the terms and sanctions.