

**Title IX Coordinator Report
2023-2024 Academic Year
Third Quarter**

TO: Dr. Abel Chávez, President
FROM: Mary Scotka, Title IX Coordinator
RE: Title IX Coordinator Reporting Requirements under Tex. Educ. Code § 51.253(a)

Under the Texas Education Code, Section 51.253(b), the Title IX Coordinator must report the type of incident described in the employee's report constitutes "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251.

For the purposes of complying with the Title IX Coordinator reporting requirements under Section 51.253(a), the attached written report¹ (Appendix A, Table 1) includes all of the required reporting information to **Dr. Abel Chávez, President**, Chief Executive Officer for **Our Lady of the Lake University**, for **Third Quarter** of the **2023-2024** academic year, **August 15, 2023 through May 15, 2024**. For the purposes of complying with the Chief Executive Officer's reporting requirements under TEC, Section 51.253(c), Appendix A, Table 2 features information necessary for the Chief Executive Officer's Report to report on any disciplinary actions taken under TEC, Section 51.255.

An attached summary data report (Appendix B), based on the Title IX Coordinator's written report (Appendix A), has also been included for your review. The summary data in Appendix B 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 total number of reports received by the Title IX Coordinator that do not meet the reporting requirements in the Texas Education Code have been omitted for the compliance purposes.

Appendix A
Title IX Coordinator Report
2023-2024 Academic Year
First-Third Quarter

Table 1. Alleged Conduct Reported by Employees under TEC, Section 51.252

Report Number*	Date Received	Alleged Conduct Reported by Employees Under § 51.252	Investigation Status	Disciplinary Status
1	8/17/2023	Domestic Violence	Administrative Closure: Initial Assessment Concluded; No Jurisdiction	Disciplinary Process: Not Applicable
2*	8/24/2023	Stalking; Dating Violence	Administrative Closure: Initial Assessment Concluded; No Response from Complainant	Disciplinary Process: Not Applicable
3*	10/4/2023	Stalking	Administrative Closure: Initial Assessment Concluded; Insufficient Information to Investigate	Disciplinary Process: Not Applicable
4*	10/10/2023	Sexual Harassment	Administrative Closure: Initial Assessment Concluded; Complainant Requested Not to Investigate	Disciplinary Process: Not Applicable
5	10/23/2023	Domestic Violence	Administrative Closure: Initial Assessment Concluded; No Jurisdiction	Disciplinary Process: Not Applicable
6	10/28/2023	Sexual Assault	Administrative Closure: Initial Assessment Concluded; No Jurisdiction	Disciplinary Process: Not Applicable
7	11/8/2023	Dating Violence	Administrative Closure: Initial Assessment Concluded; No Jurisdiction	Disciplinary Process: Not Applicable
8	11/9/2023	Sexual Harassment	Administrative Closure: Initial Assessment Concluded; No Jurisdiction	Disciplinary Process: Not Applicable
9	11/16/2023	Sexual Assault	Administrative Closure: Initial Assessment Concluded; Complainant Requested Not to Investigate	Disciplinary Process: Not Applicable

Appendix B
Summary Data Report
2023-2024 Academic Year
Second Quarter

Texas Education Code, Section 51.252

Number of

⁶ “Number of investigations” is a sub-set of the total number of initial assessments that were received under Section 51.252. Title IX formal investigations are initiated when the Title IX Coordinator or Deputy Coordinator issues a written notice of the investigation and allegations to the respondent upon commencement of the Title IX Sexual Misconduct Formal Grievance Procedure, or alternatively, the Informal Resolution Process. The Formal Grievance Procedure is typically completed within 60-90 calendar days of the complaint. In the event that extenuating circumstances warrant an investigation taking longer than 90 calendar days until resolution, the reasons for the delay will be documented in the case file. A simultaneous criminal investigation is an example of a situation that may warrant a delay. Other disciplinary investigations related to sexual harassment or other sexual misconduct that is outside the scope of Title IX are initiated when the Title IX Coordinator assesses the report and determines that the incident does not constitute sexual harassment as defined by the Title IX regulations (34 CFR § 106.30) but will be addressed using the appropriate resolution process.

⁷ “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.

⁸ “No Finding of a Policy Violation” in