

## Chief Executive Officer Annual Certification to THECB

Clarendon College

for the time period of **August 2021** through **September 2022**

---

Under Texas Education Code (TEC), Section 51.258, the institution's Chief Executive Officer is required to annually certify in writing to the Coordinating Board that the institution is in substantial compliance with TEC, Title 3, Subtitle A, Chapter 51, Subchapter E-2. Per THECB Rule 3.19, this certification is made annually in October of each year.

By signing this statement, I certify that **Clarendon College** is in substantial compliance with TEC, Title 3, Subtitle A, Chapter 51, Subchapter E-2.

As evidence of the institution's compliance with Subchapter E-2:

1. The annual Chief Executive Officer Report was submitted to the institution's governing board on **October 20, 2022**.
2. A summary data report is posted on the institution's website at <https://www.clarendoncollege.edu/Resources/Admin/2022%20Coordinator's20Report-Title%20IX.pdf>

Signature of CEO: ✓



Printed Name:

Texas D Buckhaults

Date:

October 20, 2022

## Chief Executive Officer Report

TO: **Clarendon College**  
FROM: **Texas D. "Tex" Buckhaults, Chief Executive Officer**  
DATE: **October 11, 2022**  
RE: **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<sup>1</sup> includes all of the required reporting information to the **Clarendon College Board of Regents** for the time period of **August 2021** through **September 2022**. 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

<https://www.clarendoncollege.edu/Resources/Admin/2022%20Coordinator's20Report-Title%20IX.pdf>].

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.

---

<sup>1</sup> 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

[Insert beginning date for report time period] through [Insert ending date for report time period].

| Texas Education Code, Section 51.252   |          |
|--|----------|
| <b>Number of reports received under Section 51.252</b>   | <b>0</b> |
| Number of confidential reports <sup>2</sup> under Section 51.252   | 0        |
| <b>Number of investigations conducted under Section 51.252</b>   | <b>0</b> |
| Disposition <sup>3</sup> 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. <b>SUBTOTAL</b>   | <b>0</b> |
| Number of reports under Section 51.252 for which the institution determined not to initiate a disciplinary process | <b>0</b> |

| Texas Education Code, Section 51.255   |          |
|--|----------|
| <b>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)</b> | <b>0</b> |
| Any disciplinary action taken, regarding failure to report or false reports to the institution under <b>Section 51.255(c)</b> :  |          |
| a. Employee termination  |          |
| b. Institutional intent to termination, in lieu of employee resignation  | --       |

<sup>2</sup> "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 (e.g., Counseling Center, Student Health Center, Victim Advocate for Students, or Student Ombuds).

<sup>3</sup> "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 Texas Administrative Code, Section 3.6(3) (2019)]; therefore, pending disciplinary processes will not be listed until the final result is rendered.



## Title IX Coordinator Report

TO: Texas D. "Tex" Buckhaults, Chief Executive Officer  
FROM: Brad Vanden Boogaard, Clarendon College Title IX Coordinator  
DATE: October 11, 2022  
RE: Title IX Coordinator Reporting Requirements under Tex. Educ. Code § 51.253(a)

---

Under the Texas Education Code TEC, Section 51.253(a), the institution's Title IX Coordinator is required to submit a written report no less than every three months to the institution's Chief Executive Officer regarding reports received from employees who are required to report under the TEC, Section 51.252 regarding incidents of "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251.

The attached report includes information received between **[August 2021]** through **[September 2022]**.

For the purposes of complying with the Title IX Coordinator reporting requirements under Section 51.253(a), Appendix A, Table 1<sup>1</sup> of the attached report includes information regarding:

- (1) The investigation of reports received from employees;
- (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.

To assist the Chief Executive Officer in complying with the Chief Executive Officer's reporting requirements under TEC, Section 51.253(c), Appendix A, Table 2 provides information on any disciplinary actions taken under TEC, Section 51.255.

To further assist the Chief Executive Officer in complying with the Chief Executive Officer's reporting requirements under TEC, Section 51.253(c), Appendix B is included as summary of Appendix A. 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 totals of other categories.

Note: Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in TEC Sec. 51.252 have been omitted for the compliance purposes of this specific report.

---

<sup>1</sup> When identifiable, duplicate reports were consolidated into one case number and counted as one report in the summary data, and confidential employee reporting is noted by case number and as a sub-set to the total number of reports received.

## Appendix A

### Title IX Coordinator Report

[August 2021] through [September 2022]

**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 |
|---------------|---------------|---|----------------------|---------------------|
|               |               | <i>Sexual Assault</i>                                   |                      |                     |
|               |               | <i>Sexual Harassment</i>                                |                      |                     |
|               |               | <i>Dating Violence</i>                                  |                      |                     |
|               |               | <b>Confidential Employee Reporting: Sexual Assault</b>  |                      |                     |
|               |               | <i>Stalking</i>   |                      |                     |
|               |               | <i>Dating Violence</i>                                  |                      |                     |
|               |               | <i>Sexual Harassment</i>                                |                      |                     |
|               |               | <i>Sexual Assault</i>                                   |                      |                     |
|               |               | <b>Confidential Employee Reporting: Dating Violence</b> |                      |                     |
|               |               | <i>Sexual Harassment</i>                                |                      |                     |
|               |               | <i>Sexual Harassment</i>                                |                      |                     |

**Table 2. Alleged Conduct under TEC, Section 51.255(a)**

| Report Number | Date Received | Alleged Conduct Under § 51.255(a)   | Investigation Status | Disciplinary Status |
|---------------|---------------|-------------------------------------|----------------------|---------------------|
|               |               | <i>Employee's Failure to Report</i> |                      |                     |



## Appendix B

### Summary Data Report

[August 2021] through [September 2022].

| Texas Education Code, Section 51.252   |          |
|--|----------|
| <b>Number of reports received under Section 51.252</b>   | <b>0</b> |
| Number of confidential reports <sup>2</sup> under Section 51.252   | 0        |
| Number of investigations conducted under Section 51.252  | 0        |
| Disposition <sup>3</sup> 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. <b>SUBTOTAL</b>   | <b>0</b> |
| Number of reports under Section 51.252 for which the institution determined not to initiate a disciplinary process | 0        |

| Texas Education Code, Section 51.255   |          |
|--|----------|
| <b>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)</b> | <b>0</b> |
| Any disciplinary action taken, regarding failure to report or false reports to the institution under <b>Section 51.255(c)</b> :  |          |
| a. Employee termination  | --       |
| b. Institutional intent to termination, in lieu of employee resignation  | --       |

<sup>2</sup> "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.

<sup>3</sup> "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.

## Title IX Coordinator Report- Clarendon College 2022

| Report Number | Date Received | Alleged Conduct Reported by Employees Under § 51.252 | Investigation Status | Disciplinary Status |
|---------------|---------------|--|----------------------|---------------------|
| 1             | Nov 5, 2021   | 0  | 0                    | 0                   |

August – October 2021

| Report Number | Date Received | Alleged Conduct Reported by Employees Under § 51.252 | Investigation Status | Disciplinary Status |
|---------------|---------------|--|----------------------|---------------------|
| 2             | Jan 4, 2022   | 0  | 0                    | 0                   |

November – December 2021

| Report Number | Date Received | Alleged Conduct Reported by Employees Under § 51.252 | Investigation Status | Disciplinary Status |
|---------------|---------------|--|----------------------|---------------------|
| 3             | Apr 2, 2022   | 0  | 0                    | 0                   |

January-March 2022

| Report Number | Date Received | Alleged Conduct Reported by Employees Under § 51.252 | Investigation Status | Disciplinary Status |
|---------------|---------------|--|----------------------|---------------------|
| 4             | Jul 6, 2022   | 0  | 0                    | 0                   |

April-June 2022

| Report Number | Date Received | Alleged Conduct Reported by Employees Under § 51.252 | Investigation Status | Disciplinary Status |
|---------------|---------------|--|----------------------|---------------------|
| 5             | Oct 6, 2022   | 0  | 0                    | 0                   |

July – September 2022