

ADMINISTRATIVE PROCEDURE 5110 COUNSELING

A. The counseling services available in the District's counseling program include at least the following:

1. Academic counseling, in which the student is assisted by a counselor in assessing, planning, and implementing his/her immediate and long-range academic goals through the development of an education plan;
2. Career counseling, in which the student is assisted in assessing his/her aptitudes, abilities, and interests, and is advised concerning the current and future employment trends;
3. Personal counseling, in which the student is assisted with personal, family, or other social concerns, when that assistance is related to the student's education;
4. Coordination with the counseling aspects of other services to students which exist on campus, including but not limited to those services provided in programs for students with special needs, skills testing programs, financial assistance programs, and job placement services; and
5. Providing students on probation individual counseling including assisting the student in determining appropriate course enrollment.
6. Use of counseling and guidance classes taught by counselors as a means to provide counseling services.
7. Adhere to the principles set forth in Academic Senate for California Community Colleges "Role of Counseling Faculty in California Community Colleges" (2012) and "Standards and Practices for California Community College Counseling Programs" (1997)

B. Confidentiality of Counseling Information:

Information of a personal nature disclosed by a student 12 years of age or older in the process of receiving counseling from a counselor is confidential, and shall not become part of the student record without the written consent of the person who disclosed the confidential information. However, the information shall be disclosed when permitted by applicable law, including but not limited to disclosure as necessary to report child abuse or neglect; reporting to the CEO or other persons when the counselor has reason to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student or other persons living in the college community; reporting information to the CEO or other persons as necessary when the student indicates that a crime involving the likelihood of personal injury or significant or substantial property losses will or has been committed; reporting information to one or more persons specified in a written waiver by the student.

References:

Education Code Sections 72620 and 72621;
Title 5 Section 51018;
ACCJC Accreditation Standard II.C.5

Approved by the Chancellor: October 18, 2012

Revised and approved by the Chancellor: August 13, 2015