



# BOARD POLICY

No. 725

MENDOCINO - LAKE COMMUNITY COLLEGE DISTRICT

## COUNSELING AND ADVISING SERVICES

This policy defines counseling and advising services, based on “The Role of Counseling Faculty in the California Community College” as adopted by the Academic Senate for California Community Colleges, Fall 1994. Counseling and advising of Mendocino College students will be provided in accordance with this policy.

ADVISING responds to student requests for discipline-specific or service-specific information and focuses on giving students information they need to reach their stated goals. Advisors explain and clarify this information for students in a manner sympathetic to the needs and situation of the student.

As an example, advisors might assist at registration by providing information and referring students to college services; disseminate information provided by counseling staff about program requirements; or facilitate and support activities in a variety of student services programs. An Instructor advisor would provide information regarding programs, career opportunities, and course selection in their assigned discipline; refer students to services; or coordinate activities with counseling staff to supplement counseling services. Instructor advisors are expected to participate in advising activities at their own discretion, not as a matter of assignment.

Qualifications for advisors are not established by the State and are set by each district as appropriate to the nature of the duties required of the position.

COUNSELING is required when a student needs more than just discipline-specific or service-specific information. When student needs are related to the areas of goal setting, planning, and decision making, such as interpreting, recommending, or judging the appropriateness of a student’s course, program choice, assessment results, or course placement, counseling is required.

The California Education Code, Section 51018, defines the duties of a counselor as, “Academic counseling, career counseling, personal counseling, and coordination with the counseling aspects of other services to students which may exist on campus.”

State-mandated minimum qualifications for a Counselor specify a “Master’s counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational psychology, social work, career development, California license in marriage, family, and child counseling, or the equivalent”.

In addition, counselors are primary resources for conflict resolution, crisis intervention; critical incident response, retention and follow-up activities, and personal problem-solving related to education.

While Counselors may provide advising services as part of their responsibilities, an Advisor may not provide counseling services.