

# Counseling Center Records

Counseling Center records

1994-2012

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## Title Statement

Counseling Center RecordsGuide to the Counseling Center Records UA 328

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## Publication Statement

**Publisher:** Special Collections Research Center

William & Mary Special Collections Research Center  
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## Profile Description

**Creation:** This finding aid was produced using ArchivesSpace on 2025-05-15 12:36:03 -0400.

**Language Usage:** The collection description/finding aid is written in English

## Descriptive Summary

**Unit ID**

UA 328

**Unit ID**

/repositories/2/resources/3749

**Unit Date**

1994-2012

**Language**

English

**Extent**

8.00 Linear Feet

**Repository**

Special Collections Research Center

## Administrative Information

### **Conditions Governing Access:**

This collection is restricted to Special Collections Staff only. Manuscript collections and archival records may contain materials with sensitive or confidential information that is protected under federal or state right to privacy laws and regulations, such as the Virginia Public Records Act (Code of Virginia, § 42.1-76-91); and the Virginia Freedom of Information Act (Code of Virginia § 2.2-3705.5). Confidential material may include, but is not limited to, educational, medical, and personnel records. If sensitive material is found in this collection, please contact a staff member immediately. The disclosure of personally identifiable information pertaining to a living individual may have legal consequences for which the College of William and Mary assumes no responsibility.

### **Acquisition Information:**

Acc. T2008.005 and Acc. T2008.008 were transferred from the Counseling Center on 7/14/2008; Acc. T2009.011 was transferred on 7/1/2009. Acquisition information for material received after 7/13/2009 is available by consulting a Special Collections Research Center staff member.

### **Processing Information:**

Acc. 2010.281 accessioned and minimally described by Steven Bookman, University Archives Specialist, in May 2010. Acc. T2012.006 accessioned and minimally described by Steven Bookman, University Archives Specialist, in July 2012.

### **Preferred Citation:**

Counseling Center records, Special Collections Research Center, Swem Library, College of William and Mary.

## **Historical Note:**

Information about this individual or organization may be available in the Special Collections Research Center Wiki: [http://scdbwiki.swem.wm.edu/wiki/index.php/Counseling\\_Center](http://scdbwiki.swem.wm.edu/wiki/index.php/Counseling_Center).

## **Scope and Contents**

Acc. 2010.281 contains administrative files from the office of the Director of the Counseling Center from 1994-2006. Included in the files are annual reports, statistics, and budget material. Acc. T2012.006 contains annual reports and various surveys.

## **Keywords**

Correspondence  
Financial records  
Reports  
Health counseling  
College of William and Mary. Counseling Center

## **Custodial History:**

A portion of these records contain patient history files that fall under General Schedule 111 101189. Acc. T2008.005 is set for destruction on 9/1/2011. Acc. T2008.008 is set for destruction on 9/1/2012. Acc. T2009.011 is set for destruction on 9/1/2013. Acc. T2010.013 is set for destruction on 9/1/2014. Acc. T2011.005 is set for destruction on 9/1/2015. Patient files that are a part of Acc. T2012.006 is set for destruction on 9/1/2016. Acc. T2012.015 is set for destruction on 9/1/2007. Acc. T2012.008 is set for destruction on 9/1/2018. Acc. T2012.013 is set for destruction on 9/1/2019. Acc. T2012.014 is set for destruction on 9/1/2020. Acc. T2012.017 is set for destruction on 9/1/2021.

## **Arrangement of Materials:**

This collection is currently unprocessed. Please consult a staff member for assistance.

## **Description of Subordinate Components**

**Box 1****Unit ID** /repositories/2/archival\_objects/245364**Mixed Materials** 1 (Box)**Box 2****Unit ID** /repositories/2/archival\_objects/245365**Mixed Materials** 2 (Box)**Box 3****Unit ID** /repositories/2/archival\_objects/245366**Mixed Materials** 3 (Box)**Accession 2024.290 flier****Unit ID** /repositories/2/archival\_objects/615255**Unit Date** Undated**It's ok to not be ok, flier****Unit ID** /repositories/2/archival\_objects/615256**Unit Date** Undated**Mixed materials** 3 (Box)