# 11.99.99.C0.02 Co-Curricular Services to Minors

Revised: September 11, 2023
Next Scheduled Review: January 24, 2027
Revision History

## Procedure Summary

Various Texas A&M University-Corpus Christi (TAMU-CC) courses may require students to apply and practice their skills and knowledge gained by working directly with minors in different settings such as clinics, practicum, labs, tutoring sessions, counseling sessions, therapy, and others, either on the TAMU-CC campus or at off-campus locations. These services will be termed co-curricular services to minors when they are part of the student's grade requirements for the course. These co-curricular services may be one-time events or occur on a regular or irregular basis. This procedure focuses primarily on the safety and security of co-curricular services provided by TAMU-CC students to minors on a one-on-one basis, but it also covers co-curricular services involving interaction with groups of minors.

## Procedure

1. SAFETY AND SECURITY ISSUES

    1.1. All TAMU-CC students engaged in co-curricular services to minors are required to maintain liability insurance, either obtained individually or through programs offered by TAMU-CC.

    1.2. TAMU-CC students who deliver co-curricular services to minors must first undergo a security background check. Background checks may be completed through the Career and Professional Development Center or other agencies as determined by the academic unit (e.g., college, school, library) or program. The background check results must be brought to the attention of the professor sponsoring the co-curricular service and the University Police Department if any criminal history is identified.

    1.3. As appropriate to the activities and the characteristics of the minors involved, TAMU-CC students participating in the delivery of co-curricular services shall be trained in CPR procedures prior to the delivery of services.

    1.4. TAMU-CC students will not transport minors involved in co-curricular services in private vehicles.

1.5. When feasible, TAMU-CC students delivering services on campus will work with groups of minors. When individualized services are delivered on campus, teams of at least two (2) TAMU-CC students should deliver the services, if appropriate.

1.6. When working with minors, TAMU-CC students must be under the supervision of TAMU-CC faculty.

2. REQUIREMENTS INVOLVING PARENTS/GUARDIANS

2.1. Parents/guardians of minors participating in co-curricular services on campus must give written permission for their minor to participate.

2.2. Parents/guardians are responsible for remaining with their minor on campus during these services, as appropriate. When not appropriate for parents/guardians to remain in the same room with their minor, parents/guardians should remain in the near vicinity, when appropriate, to assist with any issues that may arise.

2.3. Parents/guardians will supply the university with emergency medical information and a Waiver of Liability/Consent to Treat before their minor may receive co-curricular services on campus.

3. COOPERATING AGENCIES

For co-curricular activities that occur off-campus, TAMU-CC and the cooperating agency shall have a memorandum of understanding that outlines the protocols students must follow to deliver services through the cooperating agency.

## Related Statutes, Policies, or Requirements

There are no related policies, regulations, rules, or other procedures.

This procedure supersedes:

- *11.99.99.C5, Co-curricular Services to Minors*
- *11.99.99.C5.01, Procedures for Co-curricular Services*

## Contact Office

Contact for interpretation and clarification: Provost and Vice President for Academic Affairs

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