

MINNESOTA STATE BOARD OF VOCATIONAL TECHNICAL EDUCATION

Statement of Need and Reasonableness
for Permanent Rule 3709.0350
Covering the Licensure of
Postsecondary Vocational Technical Education

Rule as Proposed:

3709.0350 Project Discover

The statutory authority for the State Board of Vocational Technical Education to promulgate these rules is contained in Minnesota Statutes section 136C.04, subd. 9 which states:

Licensure. The State Board may promulgate rules, according to the provisions of Chapter 14, for licensure of teaching, support, and supervisory personnel in postsecondary and adult vocational education. The State Board may adopt licensure rules according to Sections 14.29 to 14.36 when necessary for continuous programs approved by the Board and when the Board determines appropriate licensure standards do not exist.

* Notation

The background information presented here first appeared in a Need and Reasonableness statement for proposed permanent rules 3709.0100 to 3709.0200 published in the State Register, November 7, 1988, Vol. 13, No. 19, and again for 3709.0280 to 3709.0340, State Register, February 6, 1989, Volume 13, No. 32, and finally 3709.0230 to 3709.0260, State Register, March 20, 1989, Volume 13, No. 38. The rules listed in this statement are a continuation of the process of development of instructor licensure for new venture programs. For the purpose of clarification the information is repeated in this part.

BACKGROUND INFORMATION

The State Board of Vocational Technical Education evaluates and approves initial and annual program applications according to State Board of Education rules 3505.6100 to 3505.6400. Approximately ten to fifteen new venture programs receive approval annually. A new venture program is one which has not been previously offered within the technical institute system and represents an entirely new program to be delivered. The Office of the Attorney General advised the State Board of Vocational Technical Education that the emergency rulemaking power of the board according to sections 14.29 to 14.36 no longer was in effect. The Board, therefore, is using the permanent rule process for new venture programs since no appropriate licenses for these categories exist. Individual committees were formed for each occupational license. The committees consisted of the State Specialist of the occupational program area, the State License Revision Specialist, representatives of industry, program coordinators, and related program instructors.

GENERAL INFORMATION

The proposed permanent rules follow the format established by the revised agricultural instructor requirements adopted September 12, 1987, and the revised business and office rules adopted February 6, 1988. There are four major changes within the previous revisions and reflected within these licenses.

1. Crossover areas. The crossover areas compliment the Technical Institute systems program restructuring which began in 1986. This effort converts programs to courses and then courses to credits. Thus the license allows the holder to teach a particular program and specified courses in any program throughout the institute. The courses listed as crossovers are reasonable since they are a result of the expertise acquired via the occupational and/or educational experiences specifically required of the license holder. This is needed to remove an artificial barrier which, in the past, allowed the individual to teach only in a program. The new rules make it possible to implement the restructured programs with appropriate credentialed staff, allowing an instructor to teach specific courses anywhere within an institute.
2. Occupational experience requirements. The occupational experience requirement identifies the job titles which will be accepted to meet the licensure requirements. This specificity is needed to provide both the applicants and the hiring authority with information which will be used in making application for the license. The occupational experience requirements are reasonable because they are conceptually and functionally represented in the educational programs and in the occupations for which the programs prepare individuals. There is also an increase in the total number of occupational hours from current rule of 6000 hours to revised rule of 8000 hours. This is reasonable since credit is given for educational experiences which relate directly to the occupation in question. In addition, credit will be given for teaching experience as it relates directly to the occupation being taught. Since these substitutions allow for a total of 4000 hours of occupational experience, the increase to 8000 hours is reasonable. In addition, the increase to 8000 hours represents total increase of only one year. Since the crossover areas require more specificity which is necessary to teach individual courses throughout the institute, a greater depth and breadth of knowledge is required and is represented in the additional year of experience.
3. Recent occupational experience. There is an increase in recent occupational experience from "500 to 1000 hours in the last five years" to "2000 hours in the last five years". This increase is necessary so that individuals teaching programs and courses are knowledgeable about technical, economic and industrial changes as they relate to their specific occupational field. It is reasonable since it allows a five year time frame in which to acquire one year

or 2000 hours of experience, as well as a teaching substitution of up to 1500 hours of the 2000 required. It would be possible, therefore, to obtain the 2000 hours of occupational experience by working only four summers, or with a teaching substitution of 1500 hours acquire the remaining 500 hours in only one summer.

4. Substitution for occupational experience. This subpart is necessary as a means of allowing teachers to expand into new, modified, or restructured programs which reflect both new content area and existing content. The utilization of teaching experience in specified programs assures that only teaching experience which is conceptually related to the new, modified, or restructured program is allowed as a substitute for recent occupational experience. This recognizes specific knowledge in current programs as applicable to new programs which contain a portion of the same or similar content. 500 hours of recent occupational experience is still retained for the new licensure area to assure up to date industrial exposure to the occupation. This amount is reasonable because it can be obtained over five years and is only 12 1/2 weeks.

3709.0350 PROJECT DISCOVER

Subpart 1. May teach. Project Discover is a new offering and unique in the technical college system. Therefore, there are no appropriate crossover areas for instruction and the licensure credential is valid only within Project Discover which includes personal development, career development and applied issues.

Subpart 2. Other requirements. This refers to the general requirements as specified in 3709.0100. There are no changes in this subpart.

Subpart 3. Occupational and educational experience requirement. A combination of occupational and educational experience is required. Two years of postsecondary education is required to assure the applicant has experienced higher education as one aspect of career development. Since this program is to identify and develop personal, career, and employment skills, it is reasonable to require an instructor to have this experience. Familiarity with higher education is necessary for the applicant to assist the student with the attitudes and skills needed to enter and complete a postsecondary program.

Experience is required in at least two areas. The areas of experience focus on human resources. The program concentrates on assisting an individual to develop needed competencies and attitudes to succeed in areas the individual may choose to pursue, as well as enable that individual to appreciate and understand the available options. By requiring two areas of experience, an instructor would have a greater breadth of skills and knowledge in human resources to provide that expertise.

Interpersonal communications skills, facilitation techniques, employment and career knowledge, and people advocacy are the

knowledge and skill areas addressed in the occupation as listed. Each of these are major components of this offering and, therefore, the required occupational experiences encompassing these components are reasonable.

Twelve quarter credits are required in specific course content. The contents as listed are the major focus areas of this offering, again identifying the areas which require special skills and knowledge. To be cognizant of the special skills required when working in human resources, the formal course content is included to assure the depth of knowledge to function in this position and is, therefore, reasonable. In addition, the content may be in clock hours as well as credits which recognizes the validity of professional organizational offerings.

Twelve hours of state sponsored workshops is a requirement. This content directly familiarizes the applicant with the Project Discover curriculum and prepares the applicant to teach this content. It is readily available at sites throughout the state and is therefore reasonable.

Subpart 4. Substitutions for required experiences.

A. Item A recognizes the validity of supervised volunteer activity in specified areas. The attitudes which may be useful in teaching this program could be developed in the many advocacy programs in the State of Minnesota. Therefore, this is a reasonable substitution.

B. Workshops are readily available by state and local organizations which relate directly to the clientele this program will receive. In addition, the workshops frequently cover content useful for the Project Discover instructor. The acceptable areas are listed and remain within the program scope as a reasonable substitution.

Subpart 5. Recent occupational experience. The recency is in the same time frame as for existing licenses. There is no change. The amount of hours correspond to some existing licenses. As a new program, it is reasonable to require hours in the middle of the two extremes of 500 to 2000 hours.

Subpart 6. License conversion. Since no license is previously available, it is reasonable to convert existing instructors to this license to avoid undue hardship for staff or administrators.

The rule will be implemented using existing procedures and should not have a fiscal impact.