

9/8/92

STATE OF MINNESOTA

MINNESOTA TECHNICAL COLLEGE SYSTEM
State Board of Technical Colleges
322 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101

MEMORANDUM

TO: The Legislative Commission to Review Administrative Rules
Maryanne Hruby, Director
55 State Office Building
St. Paul, MN 55155

FROM: Georgia Pomroy, License Revision Specialist

DATE: September 2, 1992

PHONE: 297-2204

SUBJECT: Rules for Publication, *State Register*
September 8, 1992, General Studies Rules

We have attached a SONAR for an Intent to Adopt rules 3700.1200, 3700.1210, 3700.1220, 3700.1230, 3700.1240, 3700.1250, 3700.1260, 3700.1265, 3700.1270, 3700.1275, 3700.1280 to be published in the *State Register* on September 8, 1992, in accordance with Minnesota Statutes, Sections 14.231 and 14.23.

Please contact me if you have any questions.

GP:lr
SONAR

Attachment

The Legislative Commission to
Review Administrative Rules

AUG 26 1992



STATEMENT OF NEED AND REASONABLENESS

1. 3700.1200 General Studies
2. 3700.1210 General Studies, Applied Math
3. 3700.1220 General Studies, Applied Communications
4. 3700.1230 General Studies, Applied Physics
5. 3700.1240 General Studies, Applied Chemistry
6. 3700.1250 General Studies, Applied Anatomy/Physiology
7. 3700.1260 General Studies, First Aid Instructor
8. 3700.1265 General Studies, Cardio-Pulmonary Resuscitation (CPR) Instructor
9. 3700.1270 General Studies, Developmental Math
10. 3700.1275 General Studies, Developmental Reading
11. 3700.1280 General Studies, Occupational English as a Second Language

The Statutory Authority for the State Board of Technical Colleges to promulgate these rules as contained in Minnesota Statutes Section 136C.04 Subd. 9 which states:

Licensure. The state board may adopt rules according to the provisions of Chapter 14, for licensure of teaching, support, and supervisory personnel, in post-secondary and adult vocational education. When necessary for continuous programs approved by the board and when the board approves appropriate temporary standards do not exist the board may adopt appropriate temporary standards without regard to Chapter 14 and may issue temporary licenses to teaching and support personnel. A temporary license is valid up to one year and is not renewable, but a person holding a temporary license may, upon its expiration, be issued a license in accordance with standards adopted under Chapter 14. The state board may establish a processing fee for the issuance, renewal, or extension of the license.

Background Information

The technical colleges continue the process of revising existing licensure rules. General Studies licenses are a continuation of that process. Each rule had its own subcommittee consisting of State Board of Technical College staff, technical college administrators, licensed instructors, and representatives from other academic areas. Professional organizations were also involved in the health occupation areas of First Aid and CPR. The general format for the rules are as follows:

Subpart 1. May teach. Lists content or program which license-holder may teach.

Subp. 2. Other Requirements. Refers to other requirements an applicant must meet for licensure.

Subp. 3. Education and/or Occupational Experience Requirements. Specifies particular requirements that must be met in order to obtain the license listed.

3700.1200 GENERAL STUDIES

Subpart 1. Listed Here. This subpart appraises the individual of requirements that must be met elsewhere in rule and references that rule. These are the rules that are generic to all licensed instructional staff. There are no changes in these requirements.

Subp. 2. Do Not Apply. Parts 3515.0100, Subp. 25; 3515.4100; 3515.4200; 3515.4300; and 3515.4400 reference the process of committee review. The requirement for each of these licenses is academic in nature. Since the technical colleges do not have the authority to grant degrees or degree equivalencies it is reasonable and necessary not to allow the technical colleges to grant degree equivalencies through the process of committee review. Therefore committee review for this credential is no longer an option. 3515.6005 Subpart 1 is replaced by the revised rules. 3515.9920 and 3515.9941 licensure charts are replaced by the revised rules.

Subp. 3. Occupational Experience. Current rule requires General Studies personnel to validate occupational experience outside education from 1000 to 4000 hours. Frequently this experience is extremely dated and bears no relevance to the content being taught in the classroom. The original intent of requiring occupational experience was to allow an academic subject instructor an understanding of the world of work for which technical college students are educated and trained. This arbitrary and capricious rule frequently disallowed qualified personnel from teaching in the technical college system. It was reasonable and necessary to change this requirement so occupational knowledge could be obtained in another way as it applied to mathematics, chemistry, etc. taught for occupational programs. Five options were identified. Option A is a credit course which assists academic instructors with application of such content to occupational fields. Item B would allow 500 hours of experience in any of the occupational service areas. Item C is an authorized experience in which an individual would visit an occupational advisory committee, industrial sites, and occupational program classroom observation. Option D is currently in rule. There is no change in that option. Option E recognizes the validity of an approved occupational internship. All of the items listed will acquaint the academic instructor with how general studies content is applied to occupational programs. These options are more readily available, more current, and, therefore, both reasonable and necessary.

3700.1210 GENERAL STUDIES, APPLIED MATH

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. This subpart identifies for the applicant the appropriate academic credentials for this license. Item A is the same as in current rule and there are no changes in this item. Item B recognizes a baccalaureate degree with a major in science and 45 credits in math. This is a reasonable addition since many of our applicants come from science and engineering fields with a heavy emphasis in mathematics with sufficient math to teach lower division content as it applies to occupational programs.

3700.1220 GENERAL STUDIES, APPLIED COMMUNICATION

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. The educational requirements as listed are the same as in current rule. There is no change in this subpart.

3700.1230 GENERAL STUDIES, APPLIED PHYSICS

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in

this subpart.

Subp. 3. Educational Requirements. The educational requirements as listed are the same as in current rule. There is no change in this subpart.

3700.1240 GENERAL STUDIES, APPLIED CHEMISTRY

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. The educational requirements as listed are the same as in current rule. There is no change in this subpart.

3700.1250 GENERAL STUDIES, APPLIED ANATOMY/PHYSIOLOGY

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. The educational requirements as listed are the same as in current rule. There is no change in this subpart.

3700.1260 GENERAL STUDIES, FIRST AID INSTRUCTOR

**3700.1265 GENERAL STUDIES, CARDIO-PULMONARY
RESUSCITATION (CPR) INSTRUCTOR**

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. Identifies for the applicant requirements currently in rule to which all licensed instructors are subject. Exception is made for three content areas (3515.1400. items A to D.)

- A. Introduction to Vocational Teaching. This course is an overview of "how to teach" for all new instructors. Applicants meeting the criteria in Subp. 3 are already required to take content in "how to teach" as a result of the instructor training required by the listed accrediting bodies therefore it is reasonable to not require this content.
- C. Vocational Course Construction.
- D. Vocational Tests and Measurements.

Since the course curriculum and the course tests are mandated by the accrediting bodies, the instructor is not authorized to develop either curriculum or tests in CPR of First Aid. It is not reasonable or necessary to require these courses as their authorization is limited to CPR and/or First Aid.

Subp. 3. Educational Experience. The accrediting bodies listed are nationally recognized and certify instructors for these two areas. They provide the materials, the training and certification, and record maintenance. Each accrediting agency has defined procedures for instructor certification and recertification. It is therefore reasonable to recognize this as an appropriate standard. It is also necessary since the organizations are recognized by the majority of business, industry, health, military and educational organizations.

Occupational experience is not required since this skill is used by all occupational areas and the general public at large. There is no specific occupational training but rather a base of knowledge and skill training as offered by the credentialing bodies. Therefore, occupational experience as a requirement was neither reasonable or necessary.

3700.1270 GENERAL STUDIES, DEVELOPMENTAL MATH

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. This subpart Item A is essentially the same as current rule, however, it describes the minor in mathematics so that the applicant will be more clearly aware of the number of credits required. This is reasonable clarification. Item B, 1000 hours of experience teaching remedial math is the same as in current rule and there are no changes in this subpart. The other option of credits in remedial teaching Math Methods has been increased from three credits of remediation to six. This is a reasonable increase since math is to be taught on the developmental level, is the purpose of this license and education majors would have the additional teaching methods courses.

3700.1275 GENERAL STUDIES, DEVELOPMENTAL READING

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. This lists the academic requirements for this license. Item A specifies a baccalaureate degree in elementary education or special education/learning disabilities with 15 quarter credits in reading. The 15 quarter credits in reading are clearly stipulated since the function of this license is to teach remedial reading. Education or special education majors would have this content, therefore, that is a reasonable requirement. Item B, 1000 hours of experience teaching remedial reading classes remains the same as current rule. Three quarter credits are increased to six quarter credits to include general remediation techniques. This content is in K-12 degrees and is a reasonable addition to the license.

3700.1280 GENERAL STUDIES, OCCUPATIONAL ENGLISH AS A SECOND LANGUAGE

Subpart 1. May Teach. This subpart identifies for the applicant the authorization of the particular license. There is no change in this subpart.

Subp. 2. Other Requirements. This subpart identifies for the applicant requirements elsewhere. These requirements relate to initial licensure, the teacher education sequence, and renewal requirements. There are no changes in this subpart.

Subp. 3. Educational Requirements. This subpart lists for the applicant the appropriate quarter credits required for this area. The credits as listed may be in English, reading, linguistics, communications, or speech. All of these areas are applicable to teaching English as a Second Language and are, therefore, reasonable. They are also readily available. Item B, 1000 hours of teaching English as a Second Language is in current rule. There are no changes in this requirement. The quarter credits in remediation are changed from three to six since this is the function of this license. Education majors would have methods of teaching remediation. This is, therefore, a reasonable addition.

Application. Conversion of existing instructors' licenses. Remedial bi-lingual, bi-cultural, remedial-related licenses will be repealed and individuals will be converted to the general remedial reading or math area as appropriate. This is a reasonable conversion since the individuals licensed in these areas have met all the qualifications of the remediation licenses. It is not reasonable to continue bi-lingual, bi-cultural licenses since frequently an individual who is bi-lingual or bi-cultural in one language experience may need to teach individuals versed in an extremely different language from the instructor. In addition these applicants may retain and renew their bi-lingual, bi-cultural licenses as long as they are functioning within that capacity in a hiring district, thus inflicting no unusual hardship. Minnesota Rules 3515.5500 Subparts 4, 5, 6, and 7, 3515.60005 Subparts 2 and 3 and 3515.9942 are repealed as they are replaced by the revised licenses.

These rules will be implemented using current processes and will not have a fiscal impact.

:gpneed4