

STATEMENT OF NEED AND REASONABLENESS

3700.1205 General Education License

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

General Education credits which apply to the Associate of Applied Science Degree are offered by agreements between the technical colleges and individual community colleges or state universities. There are two exceptions to this process. The legislature authorized Alexandria Technical College and Hutchinson Technical College to offer general education credits within their own institutions. Licensure in the technical college system does not exist for teachers in general education categories. However, state statute requires our instructors to be licensed. Therefore, it is necessary to develop licensure for the instructors teaching general education at these two college campuses.

Subpart 1. May teach. Lists the disciplines which allow an instructor to teach in a particular assigned field.

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

Subp. 3. Educational Experience Requirement. Specifies for the applicant the specific educational requirements which must be met for licensure.

Subp. 4. Provisional Status. Indicates to an applicant how the qualifications may be met during a provisional period and the criteria which must be met to eventually attain full-time permanent licensure.

Subp. 5. Renewable. Indicates to the application the limitations of the provisional status in licensure.

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Subp. 1. May teach. This subpart appraises the individual of the educational disciplines and the subsequent assigned fields available for instruction. The categories were selected in consultation with the community college system staff and administrative staff from Hutchinson Technical College and Alexandria Technical College. A deliberate attempt was made to keep the categories limited and obvious in their disciplines. The combination chosen as appropriate designation items A through R are to be:

- C. Composition/English/Literature.
- D. Ecology/Environmental Sciences.
- I. Journalism/Mass Communication.
- L. Oral Communication/Speech.
- M. Philosophy/Religious Studies.
- O. Political Science/Law

The intent was to follow the format already being used by other higher education systems for assignment of personnel according to educational discipline. By combining like disciplines it allows greater flexibility at the local level. This is a reasonable combination since it has already been identified as appropriate in other higher education systems, and these credits are to be transferable toward a degree in other Minnesota educational systems. Since General Education is offered only at Hutchinson Technical College and Alexandria Technical College, it was appropriate to limit the number of educational disciplines available for licensure. The categories selected were chosen because of their frequent use, availability of educated staff and clarity of subject distinction. In view of the need for transferability to other systems, the designations as indicated are both necessary and reasonable.

Subp. 2. Other requirements. This subpart appraises the individual of requirements that must be met elsewhere in rule and references that rule. These rules are generic to all general studies general education staff. It references the need for a general education instructor to be familiar with the world of work for which technical college students are educated and trained. It is reasonable to have this requirement to allow an instructor who has the academic background to become cognizant of the occupational programs offered and how overall education content fits in to specific occupational programs. Five options were identified.

- Option A. A credit course which assists academic instructors with application of content to occupational fields.
- Option B. 500 hours of experience in any of the occupational service areas.
- Option C. Authorized experience in which an individual would visit an occupational advisory committee, industrial sites and observe occupational programs instruction.
- Option D. Currently in rule and there is no change in that option.
- Option E. Recognizes the validity of an approved occupational internship. All the items listed acquaint the academic instructor with how general education content is relevant to occupational programs.

The options are readily available and more current than dated occupational experiences and therefore are reasonable. Since the technical college system educates individuals for various occupations, it is reasonable to require a general education instructor to have at least a tertiary knowledge of the programs offered at a given campus.

Subp. 3. Educational Experience Requirement. The subpart indicates an applicant must have a minimum of a master's degree with a major in the assigned field or 23 credits in the assigned field. Following consultation with both technical college staff, community college system staff and state university system staff, it was determined that the credits would not be transferable unless the instructors met the same criteria as required by the state universities and the community college system. The criteria as stated in the categories described is the same as an instructor in both of those systems. Therefore, it is both reasonable and necessary to require this criteria to enable transfer ability.

Subp. 4. Provisional Status. General Education has been offered at Alexandria and Hutchinson Technical College several years. Individuals were hired and put on contract in good faith despite having no license available. To allow for unnecessary hardship a provisional license will be issued to the individuals not meeting the full-time requirement providing they have indeed been teaching at least 15 quarter credits in the assigned field within five years of the effective date of this part. They must have a baccalaureate degree or above, and an approved education plan. Application must be made within one year of the effective date of this part. This sets the parameters for individuals who are currently teaching within the system as a general education instructor but as yet cannot meet the full-time requirements.

Subp. 5. Renewable. Mandates the individual to meet the full-time requirements. According to Subpart 4 this must be done within a three year time frame. This is a reasonable provision due to the good faith hiring of these individuals. It is a necessary provision that they meet the full-time requirements within three years to be certain of the transferability of credits.

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