

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

mjc

RULE REVIEW CHECKLIST

File No. 1571 — Docket No. DS.0009.0831

DATE RECEIVED 2/10/89 — ADOPTED W/O HEARING X

REVIEW DATE 2/20/89 — EMERGENCY RULE _____

DUE DATE 2/24/89 — REVISOR APPROVED _____

APPROVED 2.22.89 mjc — REVISOR DISAPPROVED _____

DISAPPROVED _____ — FILED W/SEC. OF STATE 2/23/89

WITHDRAWN _____ — RETURNED TO AGENCY 2/23/89

✓ Rule as adopted (4 copies)

✓ Notice to Solicit Outside Information/Opinion (if applicable)
- 11-7-88 Date published in State Register
- none Comments

~~Petition for Adoption of a Rule (if applicable)~~

✓ Board's Authorizing Resolution
- 8-15-88 Date adopted

✓ Proposed Rule
- yes Revisor's Certificate

✓ Notice of Intent to Adopt Rule
- 136C.04 Statutory Authority See site
- no Small Business Statement
- no Expenditure of public money statement
- yes Signature

✓ Statement of Need and Reasonableness (if applicable)
- no Small Business Statement
- no Fees - § 16A.128

✓ Affidavit of Mailing Notice of Intent to Adopt Rule
- 11/4/88 Date 30/25 days before adoption
- OK Notice attached
- _____ ~~Copy of rule or summary attached~~

✓ Publication in State Register
- 8/15/88 Date 30/25 days before adoption

_____ 180-day deadline from:
- N/A Effective date of law requiring rule (14.12) (both rules)
- 12-6-88 end of comment period (§ 14.26) (rules without hearing)
- _____ ~~effective date of statutory authority (§ 14.29) (emergency rules)~~

✓ Resolution Adopting
- 12/13/88 Date adopted

✓ Findings of Fact, Conclusions & Order Adopting
- 12/14/88 Date

_____ ~~Written requests, submissions or comments~~

✓ Declaration of attorney
- Cam Nelson Name of SAAG representing agency

✓ ~~Notice of Submission to Atty. Gen. (if applicable)~~ Memo

_____ ~~Aff. of Mailing Notice to Atty. Gen. (if applicable)~~

SF-00006-05 (4/86)

STATE OF MINNESOTA

Office Memorandum

DEPARTMENT : ATTORNEY GENERAL

DATE : February 23, 1989

TO : H. CAMILLA NELSON
Special Assistant Attorney General

FROM : MARTHA J. CASSERLY
Special Assistant
Attorney General

PHONE : 6-6839

SUBJECT : In the Matter of the Adopted Rule Relating to the Postsecondary Vocational Teaching Licenses: Emerging Occupations

The above-referenced rule has been approved as to its legality by the Attorney General on February 22, 1989.

Enclosed is the agency's copy of the approved rule. This office has already filed two copies with the Secretary of State who will forward one copy to the Revisor of Statutes. The fourth is being retained by this division of the Attorney General's Office for its records.

Also enclosed are any petitions, requests, submission or comments received by the agency and any extra copies of documents which the agency submitted to the Attorney General.

In order for a permanent rule without a hearing to become effective, your agency must publish a notice of adoption in the State Register in accoradance with Minn. Stat. § 14.27. An emergency rule becomes effective five working days after approval by the Attorney General; however, the agency must publish a notice in the State Register in accordance with Minn. Stat. § 14.34.

If you have any questions in this regard, please contact me.

MJC:klk
Enclosures

cc: Maryanne Hruby
Executive Director
Legislative Commission to Review
Administrative Rules

William Brown
Chief Administrative Law Judge
Office of Administrative Hearings

AG Copy

State Board of Vocational Technical Education

Adopted Permanent Rules Relating to Postsecondary Vocational Teaching Licenses: Emerging Occupations

Rules as Adopted

3709.0100 GENERAL REQUIREMENTS.

Subpart 1. **Listed or referred to here.** An applicant for a license under this chapter must meet the following requirements in addition to the requirements for a particular license:

A. 2,000 hours of occupational experience within five years just before application for licensure; and

B. the total number of substituted hours cannot exceed 4,000 hours.

Subp. 2. **Requirements elsewhere.** To get a license to teach under this chapter, an applicant must comply with parts 3515.0100 to 3515.1100, 3515.1300 to 3515.4400, and 3515.5000. Parts 3515.9920 to 3515.9942 do not apply.

3709.0110 ELECTRONIC SERVICE/SALES REPRESENTATIVE.

Subpart 1. **May teach.** A teacher who has an electronic service/sales representative license may teach in the electronic service/sales program and may also teach courses in:

A. selling techniques; and

B. basic troubleshooting electronic-based equipment.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in electronic-based applications as follows:

A. a minimum of 2,000 hours in commercial or industrial sales and installation, maintenance or troubleshooting equipment; and

B. a minimum of 2,000 hours in customer needs analysis including equipment determination and selection, hardware configuration, product presentation, and demonstration

or account management.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, or C for up to 4,000 hours of occupational experience required under subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required in subpart 3, item A.

A. A bachelor's or higher degree in applied electrical engineering may be substituted for 4,000 hours.

B. An associate degree in electronics or electronic service/sales may be substituted for 2,000 hours.

C. A diploma in electronics or electronic service/sales may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in electronics or electronic service/sales. Two hours of teaching equal one hour of occupational experience. An applicant cannot substitute for the 2,000 hours of experience required under subpart 3, item A.

3709.0120 LOCKSMITHING TECHNICIAN.

Subpart 1. **May teach.** A teacher who has a locksmithing license may teach in the locksmithing program and may also teach courses in locksmithing: systems and placement planning, lock and key identification, retail application, life safety codes, master keying, automotive, application for retailing, and internal and external controls.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** The applicant must hold a Certified Professional Locksmith (CPL) certification and have verified occupational experience of 8,000

hours as a locksmith.

Subp. 4. **Substitution for occupational experience requirement.** An applicant may substitute the following education from an accredited postsecondary institution for up to 2,100 hours of occupational experience required under subpart 3.

A. An associate degree in locksmithing may be substituted for 2,000 hours.

B. A diploma in a two-year locksmithing program may be substituted for 2,100 hours.

C. The completion of courses or clock hours for credit in locksmithing may be substituted.

One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in locksmithing. Two hours of teaching equal one hour of occupational experience.

3709.0130 SECURITY MANAGEMENT.

Subpart 1. **May teach.** A teacher who has a security management license may teach in the security management program and may also teach courses in security: contemporary issues, legal ethical issues, and principles of physical security.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in a manager or supervisory position in plant protection or security in an industrial, institutional, governmental, public utility, corporate, or retail setting, exclusive of general law enforcement.

Subp. 4. **Substitution for occupational experience.** The applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours of the occupational experience required in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in criminal justice, criminology, security, or law enforcement may be substituted for 4,000 hours.

B. An associate degree in criminal justice, security management, or law enforcement may be substituted for 2,000 hours.

C. A diploma in security management or law enforcement may be substituted. A two-year program equals 2,100 hours; a one-year program equals 1,050 hours.

D. The completion of courses or clock hours for credit in security, emergency procedures, or substance use and abuse may be substituted. One clock hour of instruction equals one clock hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in industrial security or security management. Two hours of teaching equal one hour of occupational experience.

3709.0140 FIRE TECHNOLOGY AND ADMINISTRATION.

Subpart 1. **May teach.** A teacher who has a fire technology and administration license may teach in the fire technology and administration program and courses in firefighting.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational

experience as a career firefighter, volunteer firefighter, or paid on-call firefighter with a minimum of 2,000 of the 8,000 hours as a fire officer. The experience must be verified by the chief fire executive.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours of occupational experience as a firefighter required in subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required as a fire officer.

A. a bachelor's or higher degree in fire science, fire protection engineering, fire administration, or fire department management may be substituted for 4,000 hours.

B. An associate degree in firefighting may be substituted for 2,000 hours.

C. A two-year diploma in firefighting may be substituted for 2,100 hours.

D. Completion of courses or clock hours for credit in fire service, fire administration, fire department management, fire safety and engineering technology, fire protection engineering, or fire department management may be substituted. One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience as a licensed instructor at an accredited postsecondary institution or at a military setting may be substituted for up to 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in a firefighter I or II course. Two hours of student contact equal one hour of occupational experience as a firefighter. An applicant cannot substitute for the 2,000 hours of experience required as a fire officer.

3709.0150 PREPARATION FOR SMALL BUSINESS OWNERSHIP.

Subpart 1. **May teach.** A teacher who has a preparation for small business ownership license may teach in the preparation for small business ownership program and may also teach courses in:

A. marketing principles;

B. principles of advertising;

C. entrepreneurship;

D. managerial accounting;

E. business math;

F. computer applications for small business management; and

G. introduction to small business management.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience as a working proprietor or managerial level employee responsible for, and making decisions based on, sources and use of capital.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours required under subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in marketing, business, finance, or accounting may be substituted for 4,000 hours.

B. An associate degree in advertising preparation for small business ownership, small business management, business, marketing, accounting, retailing, fashion merchandising, hospitality management, manufacturing management, sales, finance, or insurance may be substituted for 2,000 hours.

C. A diploma in advertising, fashion merchandising, professional and industrial sales, hotel motel management, general merchandising and retail sales, business to business

telemarketing, marketing management, preparation for small business ownership, small business management, international marketing, sporting goods sales and management, financial services marketing, supermarket marketing and management, and hardware and home center management may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

D. The completion of courses or clock hours for credit in business, marketing, distributive education, finance, or accounting may be substituted.

One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Postsecondary teaching experience in small business management, accounting, practical business management, sales and marketing, business management, or computer applications for small business management may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. Two hours of teaching equal one hour of occupational experience.

3709.0160 ACTIVITY DIRECTOR ASSISTANT.

Subpart 1. **May teach.** A teacher who has an activity director/assistant license may teach in the activity director/assistant program.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have an associate degree or higher and 6,000 hours of occupational experience including at least 4,000 hours as an activity director in adult day care, long-term care, or senior citizen housing. The remaining 2,000 hours may be as any of the following: human services technician for the mentally retarded, activity director/assistant, social

worker, community center program director for seniors, or as a counselor in adult day care, long-term care, or senior citizen housing.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during this five-year period. The teaching must be in activity director, activity director assistant, or recreational therapy programs. Two hours of teaching equals one hour of occupational experience.

3709.0170 FRANCHISE RESTAURANT MANAGEMENT.

Subpart 1. **May teach.** A teacher who has a franchise restaurant management license may teach in the franchise restaurant management program and may also teach courses in:

A. food service purchasing and inventory control;

B. food sanitation and safety;

C. food service management skills; and

D. food service accounting.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** The applicant must have 8,000 hours verified occupational experience in management that includes supervision in an operation with at least ten employees. A minimum of 4,000 hours must be in franchise restaurant management of which 2,000 hours must be as a general or unit manager or owner.

Subp. 4. **Substitution for occupational experience.** The applicant may substitute the education described in item A, B, or C for up to 4,000 hours of the occupational experience required in subpart 3. The applicant cannot substitute for the 4,000 hours of experience in franchise restaurant management. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in business or home

economics may be substituted for 4,000 hours.

B. An associate degree in business or food service may be substituted for 2,000 hours.

C. A diploma in a business or food service program may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in foods, diet technician, or small business management. Two hours of teaching equal one hour of occupational experience.

3709.0180 OCCUPATIONAL SKILLS.

Subpart 1. **May teach.** A teacher who has an occupational skills license may teach in the occupational skills program.

Subp. 2. **Other requirements.** Part 3709.0100, subpart 1, does not apply. The applicant must meet the requirements in part 3709.0100, subpart 2.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have a bachelor's or higher degree in education, social work, psychology, counseling, mental health, vocational rehabilitation, physical therapy, occupational therapy, speech pathology, or vocational evaluations. The applicant must have the equivalent of 20 quarter credits or clock hours covering vocational coordination techniques, introduction to the exceptional learner, assessment of the special learner, and curriculum modification for the special learner; and 1,500 hours of occupational experience outside of teaching. In addition, the applicant must have 200 hours of experience with direct responsibility for the handicapped or disabled, that may include teaching in courses or programs designed to assist the handicapped or disabled.

3709.0190 PROFESSIONAL NANNY.

Subpart 1. **May teach.** A teacher who has a professional nanny license may teach in the professional nanny program and may also teach principles and theory of child development.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have:

A. two years or more of education from an accredited postsecondary institution in professional nanny or child development and 6,000 hours of occupational experience as a nanny or child care provider within the client's environment having responsibility for educational, physical, social, and psychological development of the child or children; or

B. a bachelor's or higher degree in consumer homemaking, family life, elementary education, child psychology, early childhood education, home economics, child development or professional nanny and 4,000 hours as a nanny or child care provider within the client's environment having responsibility for educational, physical, social, and psychological development of the child or children.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during this five-year period. The teaching must be in professional nanny programs. Two hours of teaching equal one hour of the occupational experience required in part 3709.0100, subpart 1, item A.

3709.0200 ARTIFICIAL INTELLIGENCE TECHNICIAN.

Subpart 1. **May teach.** A teacher who has an artificial intelligence technician license may teach in the artificial intelligence technician program and may also teach programming in artificial intelligence languages.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience**

requirement. An applicant must have a combination of:

A. two years or more of postsecondary education from an accredited institution in engineering, computer science, electronics, chemistry, physics, or mathematics; and

B. 6,000 hours of verified occupational experience in engineering, programming, or electronics technology with a minimum of 500 hours programming artificial intelligence.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The only substitution allowed for the 500 hours of programming artificial intelligence required under subpart 3, item B, is teaching programming artificial intelligence. Otherwise, the teaching of any programming may be substituted. Two hours of teaching equal one hour of occupational experience.

3709.0210 VIBROACOUSTICS TECHNOLOGY.

Subpart 1. **May teach.** A teacher who has a vibroacoustics technology license may teach in the vibroacoustics technology program and may also teach courses in vibration and acoustics, introduction to electronics, and statistical applications.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in testing and measuring of both acoustics and mechanical vibrations.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the experience described in item A, B, or C for up to 4,000 hours of the occupational experience described in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in engineering or applied physics may be substituted for 4,000 hours.

B. An associate degree in vibroacoustics technology may be substituted for 2,000 hours.

C. A diploma or certificate in vibroacoustics technology may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required in part 3700.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in vibroacoustics specific technology. Two hours of teaching equal one hour of occupational experience.

3709.0220 PLASTIC COMPOSITES TECHNOLOGY.

Subpart 1. **May teach.** A teacher who has a plastic composites technology license may teach in the plastic composites technology program and may also teach courses in polymer: chemistry, materials, applications, and composites. Composites: technology, tooling, moldmaking, repair, and manufacturing.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in polymer composites. This experience must be in at least two of the following: research and development, design, formulations, and manufacturing.

Subp. 4. **Occupational experience substitution.** The applicant may substitute the experience described in items A, B, or C for up to 4,000 hours of occupational experience described in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in materials science, polymer chemistry, chemical or mechanical engineering, or applied physics may be substituted for 4,000 hours.

B. A bachelor's degree in an engineering field not

listed in item A or an associate degree in plastic composites technology may be substituted for 2,000 hours.

C. A diploma or certificate in plastic composites technology may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting in plastic composites technology may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in plastic composites technology. Two hours of teaching equal one hour of occupational experience.

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

FEB 23 1989

Joan Anderson Growe

Secretary of State

10:10 AM

APPROVED AS TO FORM AND LEGALITY

February 22 1989

HUBERT H. HUMPHREY, III
ATTORNEY GENERAL

BY MJ Cassidy

SPECIAL ASSISTANT ATTORNEY GENERAL

Georgia, 2 page 335

State of Minnesota

STATE REGISTER

Department of Administration—Documents Division



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Department of Transportation

Petition of the County of Beltrami for a Variance from State Aid Standards for Design Speed

NOTICE IS HEREBY GIVEN that the County Board of the County of Beltrami has made a written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from minimum standards for a resurfacing project on C.S.A.H. 32 between C.S.A.H. 31 and the junction of T.H. 72 2.0 miles north of the city of Blackduck (length 5.056 miles).

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9914 adopted pursuant to *Minnesota Statutes* Chapter 161 and 162, so as to permit a design speed of 37 MPH on a sag vertical curve (Engineer's station 165 + 71 to 169 + 71) instead of the required minimum design speed of 40 MPH.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota, 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 8 August 1988

Leonard W. Levine
Commissioner

State Board of Vocational Technical Education

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Governing the Licensure of Postsecondary Vocational Technical Teachers in Marketing, Service, Agriculture, and Business and Office, Technical, and Trade and Industrial Occupations

NOTICE IS HEREBY GIVEN that the State Board of Vocational Technical Education is seeking information or opinions from outside the agency in preparing to amend Chapter Thirty Five Fifteen: Rules for licensure of postsecondary vocational technical education teachers and specifically Activity Director Assistant, Franchise Restaurant Management, Textile and Apparel Occupations, and Professional Nanny (Service occupations); Area Agriculture Coordinator (Agriculture occupations); Advanced Business Communications (Business and Office occupations); Productivity Technician, Supervisory Management, Electronic Service/Sales Representative, Computerizing Small Business, Business to Business Telemarketing, Quality and Productivity Management (Marketing occupations); Artificial Intelligence, Environmental Specialist, Laser Electro Optics Technology, Metallurgical Technology, Telecommunications Systems Technician, Vibracoustics Technology, Automated Systems Technology, Automated Manufacturing Technology, Computer Aided Printed Circuit Technician, Audio Recording Specialist (Technical occupations); Collision and Property Damage Appraisal, Electronic Desktop Publishing, Security Management, Locksmithing Technician, Diesel Fuel Injection Specialist, Neon and Sign Fabrication, Plastics Composite Technology, Electric Utility Technician (Trade and Industrial occupations); Fire Technology and Administration (Fire Service occupations). The promulgation of these rules is authorized by *Minnesota Statutes* 136C.04, subd. 9, and 125.185, subd. 4.

The State Board of Vocational Technical Education requests information and opinions concerning the subject matter of the rules. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally.

Written statements should be addressed to:

Ms. Glenda Moyers
State Board of Vocational Technical Education
522 Capitol Square Bldg.
550 Cedar Street
St. Paul, MN 55101
(612) 296-6517

Ms. Georgia Pomroy
State Board of Vocational Technical Education
520 Capitol Square Bldg.
550 Cedar Street
St. Paul, MN 55101
(612) 296-0680

Oral statements will be received during regular business hours over the telephone at (612) 296-0680 and in person at the above address.

All statements of information and opinions shall be accepted until 4:30 p.m., Thursday, September 22, 1988. Any written material received by the State Board of Vocational Technical Education shall become part of the rulemaking record to be submitted to the Attorney General or administrative law judge in the event that the rule is adopted.

Deputy Director
State Board of Vocational
Technical Education

State Contracts and Advertised Bids

Pursuant to the provisions of Minn. Stat. § 14.10, an agency must make reasonable effort to publicize the availability of any services contract or professional and technical services contract which has an estimated cost of over $2,000.

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over $10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

Commodities contracts with an estimated value of $15,000 or more are listed under the Procurement Division, Department of Administration. All bids are open for 7-10 days before bidding deadline. For bid specifics, time lines, and other general information, contact the appropriate buyers whose initials appear in parentheses next to the commodity for bid, by calling (612) 296-6152.

Department of Administration: Materials Management Division

Contracts and Requisitions Open for Bid

Call 296-2600 for information on a specific bid, or to request a specific bid.

Commodity: Reshape Judson Mine
Contact: Juanita Steffen 612-297-3830
Bid due date at 2pm: August 17
Agency: IRR&RB
Deliver to: Calumet
Requisition #: 43000 09852

Commodity: Microcomputer systems—rebid
Contact: Mary Jo Bruski 612-296-3772
Bid due date at 2pm: August 17
Agency: Community College
Deliver to: Fergus Falls
Requisition #: 27142 49036 01

Commodity: Bus
Contact: Bernie Vogel 612-296-3778
Bid due date at 2pm: August 17
Agency: Academy for the Blind
Deliver to: Faribault
Requisition #: 37001 90138 01

Commodity: Shoes, canvas, athletic & casual
Contact: Dale Meyer 612-296-3773
Bid due date at 2pm: August 17
Agency: Various
Deliver to: Various
Requisition #: Price Contract

Commodity: Uniform fabric
Contact: Linda Parkos 612-296-3725
Bid due date at 2pm: August 18
Agency: Public Safety
Deliver to: St. Paul
Requisition #: 07500 51624

Commodity: Purchase of Ricoh FT5590 or Pitney Bowes M750 only
Contact: Teresa Ryan 612-296-7556
Bid due date at 2pm: August 18
Agency: Agriculture
Deliver to: Minneapolis
Requisition #: 04133 91403

Commodity: Drug analyzer
Contact: Joseph Gibbs 612-296-3750
Bid due date at 2pm: August 18
Agency: Public Safety
Deliver to: St. Paul
Requisition #: 07300 50761

Commodity: Beverage concentrate & dispensing system
Contact: Ann Wefald 612-296-2546
Bid due date at 2pm: August 18
Agency: Oak Terrace Nursing Home
Deliver to: Minnetonka
Requisition #: Price contract

Commodity: Crushed rock salt
Contact: Jim R. Johnson 612-296-3779
Bid due date at 2pm: August 19
Agency: Transportation
Deliver to: Various
Requisition #: Price contract

Commodity: Laboratory analysis of air monitored & bulk samples
Contact: Jim R. Johnson 612-296-3779
Bid due date at 2pm: August 19
Agency: Transportation Employee Relations Departments
Deliver to: St. Paul
Requisition #: Price contract

Commodity: Xerox memorywriter maintenance contract
Contact: Don Olson 612-296-3771
Bid due date at 2pm: August 22
Agency: Various
Deliver to: Various
Requisition #: Price contract

Commodity: Packed columns
Contact: Brenda Thielen 612-296-9075
Bid due date at 2pm: August 22
Agency: Natural Resources
Deliver to: St. Paul
Requisition #: 26000 50524

CERTIFICATE OF THE STATE OF MINNESOTA
STATE BOARD OF VOCATIONAL TECHNICAL EDUCATION

AUTHORIZING RESOLUTION FOR ADOPTION OF A RULE WITHOUT A PUBLIC HEARING

I, Patricia A. Allinder, do hereby certify that I am a member and the President of the State Board of Vocational Technical Education, a Board duly authorized under the laws of the State of Minnesota, and that the following is a true, complete, and correct copy of a resolution adopted at a meeting of the State Board of Vocational Technical Education, duly and properly called and held on the 13th day of December, 1988, that a quorum was present, and that a majority of those present voted for the resolution which has not been rescinded or modified.

"RESOLVED, that the rules relating to Postsecondary Licensure Criteria, for emerging occupations, rules 3709.0100 to 3709.0220 for Electronic Service/Sales Representative, Locksmithing Technician, Security Management, Fire Technology and Administration, Preparation for Small Business Ownership, Activity Director Assistant, Franchise Restaurant Management, Occupational Skills, Professional Nanny, Artificial Intelligence Technician, Vibroacoustics Technology, and Plastic Composites Technology are approved and adopted, pursuant to authority vested in the State Board of Vocational Technical Education by Minnesota Statutes 136C.04, Subdivision 9. Helen Henrie, the Deputy Director of the State Board of Vocational Technical Education, is authorized to sign the Findings of Fact, conclusions and order adopting the rule and further is authorized to modify the rule if necessary to obtain the approval of the rule by the Attorney General and to perform the necessary acts to provide that the rule shall have the force and effect of law."

IN WITNESS WHEREOF, I have hereunto subscribed my name this 13th day of December, 1988.

Patricia A. Allinder

Officer of the Board

T. B. Daniel

Attest by one other Board member

State Board of Vocational Technical Education

Proposed Permanent Rules Relating to Postsecondary Vocational Teaching Licenses: Emerging Occupations

Rules as Proposed (all new material)

3709.0100 GENERAL REQUIREMENTS.

Subpart 1. **Listed or referred to here.** An applicant for a license under this chapter must meet the following requirements in addition to the requirements for a particular license:

A. 2,000 hours of occupational experience within five years just before application for licensure; and

B. the total number of substituted hours cannot exceed 4,000 hours.

Subp. 2. **Requirements elsewhere.** To get a license to teach under this chapter, an applicant must comply with parts 3515.0100 to 3515.1100, 3515.1300 to 3515.4400, and 3515.5000. Parts 3515.9920 to 3515.9942 do not apply.

3709.0110 ELECTRONIC SERVICE/SALES REPRESENTATIVE.

Subpart 1. **May teach.** A teacher who has an electronic service/sales representative license may teach in the electronic service/sales program and may also teach courses in:

A. selling techniques; and

B. basic troubleshooting electronic-based equipment.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in electronic-based applications as follows:

A. a minimum of 2,000 hours in commercial or industrial sales and installation, maintenance or troubleshooting equipment; and

B. a minimum of 2,000 hours in customer needs analysis including equipment determination and selection, hardware configuration, product presentation, and demonstration

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or account management.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, or C for up to 4,000 hours of occupational experience required under subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required in subpart 3, item A.

A. A bachelor's or higher degree in applied electrical engineering may be substituted for 4,000 hours.

B. An associate degree in electronics or electronic service/sales may be substituted for 2,000 hours.

C. A diploma in electronics or electronic service/sales may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in electronics or electronic service/sales. Two hours of teaching equal one hour of occupational experience. An applicant cannot substitute for the 2,000 hours of experience required under subpart 3, item A.

3709.0120 LOCKSMITHING TECHNICIAN.

Subpart 1. **May teach.** A teacher who has a locksmithing license may teach in the locksmithing program and may also teach courses in locksmithing: systems and placement planning, lock and key identification, retail application, life safety codes, master keying, automotive, application for retailing, and internal and external controls.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** The applicant must hold a Certified Professional Locksmith (CPL) certification and have verified occupational experience of 8,000

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or account management.

Subp. 4. Substitution for occupational experience. An applicant may substitute the education described in item A, B, or C for up to 4,000 hours of occupational experience required under subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required in subpart 3, item A.

A. A bachelor's or higher degree in applied electrical engineering may be substituted for 4,000 hours.

B. An associate degree in electronics or electronic service/sales may be substituted for 2,000 hours.

C. A diploma in electronics or electronic service/sales may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. Occupational recency substitution. Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in electronics or electronic service/sales. Two hours of teaching equal one hour of occupational experience. An applicant cannot substitute for the 2,000 hours of experience required under subpart 3, item A.

3709.0120 LOCKSMITHING TECHNICIAN.

Subpart 1. May teach. A teacher who has a locksmithing license may teach in the locksmithing program and may also teach courses in locksmithing: systems and placement planning, lock and key identification, retail application, life safety codes, master keying, automotive, application for retailing, and internal and external controls.

Subp. 2. Other requirements. The applicant must meet the requirements in part 3709.0100.

Subp. 3. Occupational experience requirement. The applicant must hold a Certified Professional Locksmith (CPL) certification and have verified occupational experience of 8,000

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hours as a locksmith.

Subp. 4. **Substitution for occupational experience requirement.** An applicant may substitute the following education from an accredited postsecondary institution for up to 2,100 hours of occupational experience required under subpart 3.

A. An associate degree in locksmithing may be substituted for 2,000 hours.

B. A diploma in a two-year locksmithing program may be substituted for 2,100 hours.

C. The completion of courses or clock hours for credit in locksmithing may be substituted.

One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in locksmithing. Two hours of teaching equal one hour of occupational experience.

3709.0130 SECURITY MANAGEMENT.

Subpart 1. **May teach.** A teacher who has a security management license may teach in the security management program and may also teach courses in security: contemporary issues, legal ethical issues, and principles of physical security.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in a manager or supervisory position in plant protection or security in an industrial, institutional, governmental, public utility, corporate, or retail setting, exclusive of general law enforcement.

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Subp. 4. Substitution for occupational experience. The applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours of the occupational experience required in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in criminal justice, criminology, security, or law enforcement may be substituted for 4,000 hours.

B. An associate degree in criminal justice, security management, or law enforcement may be substituted for 2,000 hours.

C. A diploma in security management or law enforcement may be substituted. A two-year program equals 2,100 hours; a one-year program equals 1,050 hours.

D. The completion of courses or clock hours for credit in security, emergency procedures, or substance use and abuse may be substituted. One clock hour of instruction equals one clock hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. Occupational recency substitution. Teaching experience at an accredited postsecondary institution may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in industrial security or security management. Two hours of teaching equal one hour of occupational experience.

3709.0140 FIRE TECHNOLOGY AND ADMINISTRATION.

Subpart 1. **May teach.** A teacher who has a fire technology and administration license may teach in the fire technology and administration program and courses in firefighting.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational

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experience as a career firefighter, volunteer firefighter, or paid on-call firefighter with a minimum of 2,000 of the 8,000 hours as a fire officer. The experience must be verified by the chief fire executive.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours of occupational experience as a firefighter required in subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required as a fire officer.

A. a bachelor's or higher degree in fire science, fire protection engineering, fire administration, or fire department management may be substituted for 4,000 hours.

B. An associate degree in firefighting may be substituted for 2,000 hours.

C. A two-year diploma in firefighting may be substituted for 2,100 hours.

D. Completion of courses or clock hours for credit in fire service, fire administration, fire department management, fire safety and engineering technology, fire protection engineering, or fire department management may be substituted. One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience as a licensed instructor at an accredited postsecondary institution or at a military setting may be substituted for up to 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in a firefighter I or II course. One hour of student contact equals one hour of occupational experience as a firefighter. An applicant cannot substitute for the 2,000 hours of experience required as a fire officer.

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3709.0150 PREPARATION FOR SMALL BUSINESS OWNERSHIP.

Subpart 1. **May teach.** A teacher who has a preparation for small business ownership license may teach in the preparation for small business ownership program and may also teach courses in:

A. marketing principles;

B. principles of advertising;

C. entrepreneurship;

D. managerial accounting;

E. business math;

F. computer applications for small business management; and

G. introduction to small business management.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience as a working proprietor or managerial level employee responsible for, and making decisions based on, sources and use of capital.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours required under subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in marketing, business, finance, or accounting may be substituted for 4,000 hours.

B. An associate degree in advertising preparation for small business ownership, small business management, business, marketing, accounting, retailing, fashion merchandising, hospitality management, manufacturing management, sales, finance, or insurance may be substituted for 2,000 hours.

C. A diploma in advertising, fashion merchandising, professional and industrial sales, hotel motel management, general merchandising and retail sales, business to business

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telemarketing, marketing management, preparation for small business ownership, small business management, international marketing, sporting goods sales and management, financial services marketing, supermarket marketing and management, and hardware and home center management may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

D. The completion of courses or clock hours for credit in business, marketing, distributive education, finance, or accounting may be substituted.

One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Postsecondary teaching experience in small business management, accounting, practical business management, sales and marketing, business management, or computer applications for small business management may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. Two hours of teaching equal one hour of occupational experience.

3709.0160 ACTIVITY DIRECTOR ASSISTANT.

Subpart 1. **May teach.** A teacher who has an activity director/assistant license may teach in the activity director/assistant program.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have an associate degree or higher and 6,000 hours of occupational experience including at least 4,000 hours as an activity director in adult day care, long-term care, or senior citizen housing. The remaining 2,000 hours may be as any of the following: human services technician for the mentally retarded, activity director/assistant, social

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worker, community center program director for seniors, or as a counselor in adult day care, long-term care, or senior citizen housing.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during this five-year period. The teaching must be in activity director, activity director assistant, or recreational therapy programs. Two hours of teaching equals one hour of occupational experience.

3709.0170 FRANCHISE RESTAURANT MANAGEMENT.

Subpart 1. **May teach.** A teacher who has a franchise restaurant management license may teach in the franchise restaurant management program and may also teach courses in:

A. food service purchasing and inventory control;

B. food sanitation and safety;

C. food service management skills; and

D. food service accounting.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** The applicant must have 8,000 hours verified occupational experience in management that includes supervision in an operation with at least ten employees. A minimum of 4,000 hours must be in franchise restaurant management of which 2,000 hours must be as a general or unit manager or owner.

Subp. 4. **Substitution for occupational experience.** The applicant may substitute the education described in item A, B, or C for up to 4,000 hours of the occupational experience required in subpart 3. The applicant cannot substitute for the 4,000 hours of experience in franchise restaurant management. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in business or home

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economics may be substituted for 4,000 hours.

B. An associate degree in business or food service may be substituted for 2,000 hours.

C. A diploma in a business or food service program may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in foods, diet technician, or small business management. Two hours of teaching equal one hour of occupational experience.

3709.0180 OCCUPATIONAL SKILLS.

Subpart 1. **May teach.** A teacher who has an occupational skills license may teach in the occupational skills program.

Subp. 2. **Other requirements.** Part 3709.0100, subpart 1, does not apply. The applicant must meet the requirements in part 3709.0100, subpart 2.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have a bachelor's or higher degree in education, social work, psychology, counseling, mental health, vocational rehabilitation, physical therapy, occupational therapy, speech pathology, or vocational evaluations. The applicant must have the equivalent of 20 quarter credits or clock hours covering vocational coordination techniques, introduction to the exceptional learner, assessment of the special learner, and curriculum modification for the special learner; and 1,500 hours of occupational experience outside of teaching. In addition, the applicant must have 200 hours of experience with direct responsibility for the handicapped or disabled, that may include teaching in courses or programs designed to assist the handicapped or disabled.

3709.0190 PROFESSIONAL NANNY.

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Subpart 1. **May teach.** A teacher who has a professional nanny license may teach in the professional nanny program and may also teach principles and theory of child development.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have:

A. two years or more of education from an accredited postsecondary institution in professional nanny or child development and 6,000 hours of occupational experience as a nanny or child care provider within the client's environment having responsibility for educational, physical, social, and psychological development of the child or children; or

B. a bachelor's or higher degree in consumer homemaking, family life, elementary education, child psychology, early childhood education, home economics, child development or professional nanny and 4,000 hours as a nanny or child care provider within the client's environment having responsibility for educational, physical, social, and psychological development of the child or children.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during this five-year period. The teaching must be in professional nanny programs. Two hours of teaching equal one hour of the occupational experience required in part 3709.0100, subpart 1, item A.

3709.0200 ARTIFICIAL INTELLIGENCE TECHNICIAN.

Subpart 1. **May teach.** A teacher who has an artificial intelligence technician license may teach in the artificial intelligence technician program and may also teach programming in artificial intelligence languages.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience**

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requirement. An applicant must have a combination of:

A. two years or more of postsecondary education from an accredited institution in engineering, computer science, electronics, chemistry, physics, or mathematics; and

B. 6,000 hours of verified occupational experience in engineering, programming, or electronics technology with a minimum of 500 hours programming artificial intelligence.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The only substitution allowed for the 500 hours of programming artificial intelligence required under subpart 3, item B, is teaching programming artificial intelligence. Otherwise, the teaching of any programming may be substituted. Two hours of teaching equal one hour of occupational experience.

3709.0210 VIBROACOUSTICS TECHNOLOGY.

Subpart 1. **May teach.** A teacher who has a vibroacoustics technology license may teach in the vibroacoustics technology program and may also teach courses in vibration and acoustics, introduction to electronics, and statistical applications.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in testing and measuring of both acoustics and mechanical vibrations.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the experience described in item A, B, or C for up to 4,000 hours of the occupational experience described in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in engineering or applied physics may be substituted for 4,000 hours.

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B. An associate degree in vibroacoustics technology may be substituted for 2,000 hours.

C. A diploma or certificate in vibroacoustics technology may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required in part 3700.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in vibroacoustics specific technology. Two hours of teaching equal one hour of occupational experience.

3709.0220 PLASTIC COMPOSITES TECHNOLOGY.

Subpart 1. **May teach.** A teacher who has a plastic composites technology license may teach in the plastic composites technology program and may also teach courses in polymer: chemistry, materials, applications, and composites. Composites: technology, tooling, moldmaking, repair, and manufacturing.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in polymer composites. This experience must be in at least two of the following: research and development, design, formulations, and manufacturing.

Subp. 4. **Occupational experience substitution.** The applicant may substitute the experience described in items A, B, or C for up to 4,000 hours of occupational experience described in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in materials science, polymer chemistry, chemical or mechanical engineering, or applied physics may be substituted for 4,000 hours.

B. A bachelor's degree in an engineering field not

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listed in item A or an associate degree in plastic composites technology may be substituted for 2,000 hours.

C. A diploma or certificate in plastic composites technology may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting in plastic composites technology may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in plastic composites technology. Two hours of teaching equal one hour of occupational experience.

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Office of the Revisor of Statutes

Administrative Rules

TITLE: Proposed Permanent Rules Relating to Postsecondary Vocational Teaching Licenses: Emerging Occupations

AGENCY: State Board of Vocational Technical Education

MINNESOTA RULES: Chapter 3709

The attached rules are approved for publication in the State Register

Richard J. Sands
Senior Assistant Revisor

DEPARTMENT OF THE STATE BOARD OF VOCATIONAL TECHNICAL EDUCATION

In the Matter of the Proposed Adoption of the Rules of the State of Minnesota Governing Permanent Rules Relating to Instructor Licenses for Emerging Occupations, 3709.0100 to 3709.0220

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING

Notice is hereby given that the State Board of Vocational Technical Education intends to adopt the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in Minnesota Statutes, Section 14.22 to 14.28. The statutory authority to adopt the rules is Minnesota Statutes 136c.04, Subdivision 9.

All persons have 30 days until 4:30 p.m., Tuesday, December 6, 1988, in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, Sections 14.131 to 14.20.

Comments or written requests for a public hearing must be submitted to either:

Glenda Moyers, Supervisor
Minnesota Technical Institute System
101 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: (612) 296-5707

Georgia Pomroy, License Revision Specialist
Minnesota Technical Institute System
101 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: (612) 296-0680

The proposed rule may be modified if the modifications are supported by data and views submitted to the agency and do not result in a substantial change in the proposed rule as noticed.

A copy of the proposed rule is attached to this notice.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Glenda Moyers or Georgia Pomroy at the above address and phone, upon request.

If no hearing is required, upon adoption of the rule, the rule and the required supporting documents will be submitted to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or wish to receive a copy of the adopted rule must submit the written request to either:

Glenda Moyers
Minnesota Technical Institute System
101 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
(612) 296-5707

Georgia Pomroy
Minnesota Technical Institute System
101 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
(612) 296-0680

November 4, 1988
(Date)

Helen Henrie
Helen Henrie, Deputy Director
Minnesota Technical Institute System

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MINNESOTA STATE BOARD OF VOCATIONAL TECHNICAL EDUCATION

Statement of Need and Reasonableness for Permanent Rules 3709.0100 to 3709.0200 Covering the Licensure of Postsecondary Vocational Technical Education

Rules as Proposed

3709.0100 General Requirements
3709.0110 Electronic Service/Sales Representative
3709.0120 Locksmithing
3709.0130 Security Management
3709.0140 Fire Technology and Administration
3709.0150 Preparation for Small Business Ownership
3709.0160 Activity Director Assistant
3709.0170 Franchise Restaurant Management
3709.0180 Occupational Skills
3709.0190 Professional Nanny
3709.0200 Artificial Intelligence Technician
3709.0210 Vibroacoustics Technology
3709.0220 Plastic Composites Technology

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.

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. This makes 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 education 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 an 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. It would be possible, therefore, to obtain the 2000 hours of occupational experience by working only four summers.

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.

I. 3709.0100 General Requirements

Subpart 1. Listed or referred to here. This subpart informs the applicant of the general requirements for licensure under 3709.0100.

A. Indicates to the applicant the total number of occupational recency hours required within the five years preceding the application for licensure.

B. Indicates to the applicant the total number of hours that may be used for substitution of occupational acquaintance.

Subpart 2. Requirements elsewhere. Identifies for the applicant current licensure rules which still apply except when superseded by proposed rules 3709.0110 to 3709.0220. Deletes reference to the current 3515. charts.

II. 3709.0110 to 3709.0220 specifies requirements for each individual license as follows:

Subpart 1. May teach. Lists programs and courses which license holder may teach.

Subpart 2. Other requirements. Refers to the other requirements as listed in 3709.0100, subp. 1 and subp. 2.

Subpart 3. Occupational area requirements. Specifies number of hours and specific occupational areas acceptable for instructor licensure in the specific occupational program.

Subpart 4. Substitution for occupational experience. Degrees, diplomas, or coursework is identified which enable the applicant to substitute specific educational experience for designated number of occupational hours.

Subpart 5. Substitution for recent occupational experience. Identifies relevant current teaching experience which can substitute for a portion of the recency requirement of 3709.0100, subp. 1, item A.

3709.0110 ELECTRONIC SERVICE/SALES REPRESENTATIVE

This is a new venture program for which there is no existing license.

Subpart 1. May teach. Items A and B. This specifies the Electronic Service and Sales Representative program and two very specific courses: selling techniques and troubleshooting computer based equipment. On the basis of the occupational experience requirement, it can be assumed that the instructor would have the expertise to teach these two subjects.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Occupational experience requirement. The occupational hours of 8000 hours are consistent with the other new, revised permanent licenses in 3700.0200 Agricultural occupations, and 3700.0300 Business and Office occupations.

A. Minimum of 2000 hours in commercial or industrial and installation and maintenance or troubleshooting equipment. In order to teach both the sales and service and have a minimal amount of knowledge regarding the equipment the individual is selling, it is reasonable to require an individual to have at least one year experience in a combination of these activities. The field has changed sufficiently in recent years, that an Electronic Sales Representative must know how to troubleshoot the equipment.

B. 2000 hours in customer needs analysis, including determination and selection of equipment, hardware/software configurations, product presentation and demonstration, or account management. It is reasonable to require that a teacher of the identified program and courses have the skills, knowledge and attitudes necessary to teach students how to interface with customers in marketing, presenting and selecting the equipment that is going to be used. This is necessary since the instructor is preparing students for jobs as field representatives and hardware or software vendors. Marketing, presentation and selection of equipment are the major components of the occupations. The remaining 4000 hours in this occupational experience requirement may be substituted out by education or a combination of A and B, adding to the depth of knowledge necessary to teach this program.

Subpart 4. Substitution for occupational experience. This follows the format in the revised licenses which list the educational substitutions for a particular occupational experience. Notwithstanding the substitution, they are not able to substitute the 2000 hours of experience required in subp. 3A. In order to teach sales and troubleshooting of electronic equipment, the minimum of 2000 hours in both areas is necessary to teach the content of the program. This requirement is needed since the program prepares students not only as sales representatives but as individuals who troubleshoot this equipment as well. These substitutions can be allowed for anything beyond the 2000 hours or the 2000 hours required in the customer areas. A bachelor's degree in computer science or applied electrical engineering would allow the candidate knowledge of the products that are going to be distributed and presented, hardware and software products, how they configurate, and expose the applicant to electronics and electronic equipment. This is also true of an associate degree in electronics or electronic service and sales. The associate degree and diploma in electronics or electronic service and sales would give the candidate knowledge of the electronics involved in computer service and if the degree or diploma happen to be in service and

sales they would have both components of the program. It is, therefore, reasonable to assume these degrees would be appropriate to the content that will be taught in the program.

Subpart 5. Occupational recency substitution. This is consistent with the previously revised licenses. The teaching must be specifically in electronics or electronic service and sales allowing for up-to-date information and exposure to the most recent equipment utilized in the field, as well as selling techniques. This is reasonable since both components are taught within this program.

3709.0120 LOCKSMITHING TECHNICIAN

Subpart 1. May teach. This indicates to the applicant the program in which the individual may teach, as well as specific locksmithing content which might be applicable in other programs. In no case is anything allowed as a crossover area which does not relate directly to locksmithing knowledge and expertise.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Occupational experience requirement. The applicant must hold a certified professional locksmithing certificate. To obtain that certificate an individual must have a combination of education and experience to allow them to pass certification examinations. This is reasonable since the locksmithing program encourages their students to take an examination which leads to Certified Professional Locksmiths (C.P.L.). This certification constitutes credentialing for prospective employers. The examination is available within Minnesota several times a year. In addition to that, an individual must have 8000 hours of experience as a locksmith. This is needed to obtain experience with conventional locks, as well as with electronic alarms, card and code systems. This is reasonable since the instructor must have the ability to prepare individuals to install and repair locks, make or duplicate keys and select, repair and install electronic security devices such as code systems.

Subpart 4. Substitution for occupational experience. No bachelor's degree is available in locksmithing. The associate degree, the diploma and the completion of courses for credit are specifically within locksmithing. This is reasonable because the content within the associate degree or diploma is the same or essentially the same as that offered within this program.

Subpart 5. Occupational recency substitution. To remain consistent with previously revised licenses, teaching experience in locksmithing may be substituted for 1500 hours of the occupational experience recency. This is the only program available which has content used as a working locksmith, conventional alarms and electronic security systems. The candidate would still have to obtain 500 hours of recency within the last five years. This is reasonable since the applicant has

five years in which to obtain this recency.

3709.0130 SECURITY MANAGEMENT

Security management is a new venture program for which n permanent licensure rule exists. The format followed is consistent with previously revised licenses.

Subpart 1. May teach. The crossover areas are very specific to the content in the security program and specific to the occupational and/or educational experience required of this candidate. This experience would assume expertise to teach within the security parameters as listed.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Occupational experience. The occupational experience requirement is 8000 hours which is consistent with the general format of the revised licenses. The level of experiences is on the managerial or supervisory level to assure that the individual will have the necessary component of experience to teach management in security. This is reasonable since the program does not specifically train security guards, but rather supervision and management of security and security guards. It is reasonable to not incorporate law enforcement; i.e., police, because this is not law enforcement which involves arresting activities.

Subpart 4. Substitution for occupational experience. This subpart is consistent with previously revised licenses allowing up to 4000 hours of occupational experience substitution. The bachelor's degree substitution, the associate degree substitution and the diplomas are specifically in security management and associate or bachelor's degree in criminal justice. Criminal justice and law enforcement are reasonable as applicable substitutions, not because of the criminal justice or law enforcement material in this level of education, but rather for the security components which appear within the criminal justice and law enforcement programs. The completion of courses for credit relate specifically to the areas which are relevant within security administration. In this instance, security, emergency procedures or substance use and abuse are allowed since these are all a part of the security program and, therefore, reasonable.

Subpart 5. Occupational recency substitution. Consistent with previously revised licenses. Allows teaching substitution for occupational recency. Recognizes an individual teaching industrial security or security management would be up-to-date on current methods and practices within the field. Since only 1500 or the 2000 hours is allowed, it assures that the candidate must have been in the field for at least 500 hours in the last five years. This is reasonable since it does allow five years in which to obtain this experience.

3709.0140 FIRE TECHNOLOGY AND ADMINISTRATION

Subpart 1. May teach. This license allows the individual to teach in the fire technology and administration program as well as to teach courses in firefighter. This is reasonable since firefighter courses are incorporated throughout the fire technology and administration program. This person is cognizant of the firefighter course content and application of skills, knowledge, and attitudes required in this content since the occupational experience in subp. 3 requires this background.

Subpart 2. Listed here. Refers to the general requirements as specified in 3700.0100.

Subpart 3. Occupational experience requirement. The occupational experience as well as the substitutions allowed are as a firefighter and officer. This is reasonable since the individual will have met the national fire standard as set by the National Fire Protection Association. This association sets the standards for the skills, knowledge and training required of firefighters, including code enforcement, public fire safety, arson investigation and officer training. The years which are required by a fire officer assures experience in supervision of firefighters. This is reasonable since a portion of the program content is in supervision, or at a level above a firefighter involving reports, records and supervisory techniques.

Subpart 4. Substitution for occupational experience. The substitutions allowed by this subpart are consistent with the previous revised licenses in Business and Office and in Agricultural Occupations. The substitution is not allowed for the 2000 hours or one year of experience required as a fire officer since that particular experience relates directly to supervisory techniques as explained in subp. 3. The degrees as listed in item A, bachelor's degree or higher relate directly to the occupation of Fire Technology and Administration. The degrees as listed were Fire Science, Fire Protection Engineering, Fire Administration, and Fire Department Management. The associate degree as listed was in Firefighting only. The two year diploma was in firefighting only. In addition, completion of courses for credit were allowed providing the courses that were completed related directly to Fire Service, Fire Administration, Fire Department Management, Fire Safety or Fire Engineering Technology and Fire Protection Engineering or Fire Department Management. This is a reasonable substitution since all listed areas contain firefighting: technology, administration, management, or safety which relate directly to the program's content.

Subpart 5. Occupational recency substitution. The substitution in this subpart is teaching Firefighter I and II. This is reasonable since the standard for the courses is set by the National Fire Protection Association and is current fire protection practice.

3709.0150 PREPARATION FOR SMALL BUSINESS OWNERSHIP

Preparation for Small Business Ownership is a license that was promulgated under emergency rule for new venture programs. Since the emergency rule is no longer in effect, it is necessary to promulgate a

new permanent rule.

Subpart 1. May teach. Follows the format that has been set by previously revised licenses. A teacher having a Preparation for Small Business Ownership license may teach in the Preparation for Small Business Ownership program and may also teach marketing principles, advertising, entrepreneurship, managerial accounting, business math and computer applications for small business. This is reasonable since these courses are part of the program and the criteria specified in subp. 3 would require an applicant to be cognizant of the content.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Occupational experience requirement. This subpart lists the experience required for Preparation for Small Business Ownership license. The experience must be as a working proprietor or manager with decisions based on sources and use of capital. This is necessary since an individual who has owned, operated, or managed a small business including decisions based on sources and use of capital would have managed, advertised and marketed their business.

Subpart 4. Substitution for occupational experience. This subpart describes in detail the education which is acceptable as substitution for up to 4000 hours of occupational experience. This substitution again is consistent with that in previously revised licenses. This is reasonable since the education described remains in areas which reflect the content of the program. These areas are business, finance, accounting, retailing or merchandising. All contain content reflected in the program such as marketing, advertising, accounting, financial management and entrepreneurship.

Subpart 5. Occupational recency substitution. The occupational recency is consistent with previously revised licenses. Teaching experience is allowed for up to 1500 hours of the occupational recency. This is reasonable since the teaching experience listed is only in programs which relate directly to the content taught in the program, and listed crossover areas. The applicant must still obtain 500 hours of occupational recency within the prior five years.

3709.0160 ACTIVITY DIRECTOR/ASSISTANT

Subpart 1. May teach. There are no crossovers for this license. This is reasonable since the content is not utilized in other technical institute programs at this time.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Educational and Occupational experience. The applicant is required to hold an associate degree or higher. This is reasonable since the applicant must comply with the regulations set by the National Certification Council for Activity Professionals. The projected implementation date for the regulation is 1989. The applicant must have 4000 hours of experience as an activity director

in adult day care, long term care or senior citizen housing. This is reasonable since the majority of graduates will be trained for and work in these environments. 2000 hours of experience is allowed in peripheral areas which also utilize these services. These are reasonable requirements since the instructor must teach courses in volunteer experiences, activity techniques, issues of aging, as well as the human relations and communication techniques required in the described environment. In addition, this combination of educational and occupational experiences meets the recommendations established by the certifying board.

Subpart 4. Occupational recency substitution. The teaching substitutions as listed directly correspond to content within the program and follow the precedent set by revised adopted licenses. This is reasonable since the substitutions are in teaching within this program or in recreational therapy. Recreational therapy is a primary component of this program.

3709.0170 FRANCHISE RESTAURANT MANAGEMENT

Subpart 1. May teach. The crossover content is only in specific food service areas. It is reasonable to assume an applicant knowledgeable in this content area as a result of the experience described in subp. 3.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Occupational experience requirements. The experience required in this subpart is reasonable since it is in franchise restaurant management which is the program's primary content. Responsibility for a minimum of 10 employees is required to assure experience at an appropriate level and within an acceptable restaurant environment. It is reasonable to require this type and level of experience enabling the candidate to acquire the knowledge and skills to teach franchise restaurant management, personnel management, customer relations, as well as content of marketing, advertising and maintenance.

Subpart 4. Substitution for occupational experience. The educational substitutions allowed are business, home economics or food service. This is reasonable since each of the educational experiences contain several components which are part of the education offered in the franchise restaurant management program.

Subpart 5. Occupational recency substitution. The teaching experience substitution are from food or business programs since these two areas correspond to the program content. The applicant would also have current exposure to the food industry or business world via advisory committees, industrial visits and student placement.

3709.0180 OCCUPATIONAL SKILLS

Subpart 1. May teach. There are no crossover areas allowed in the Occupational Skills program since the program content itself is not offered in any other technical institute program.

Subpart 2. Other requirements. The applicant must meet the requirements in 3709.0100, subp. 2. 3709.0100, subp. 1 does not apply.

Subpart 3. Educational and occupational experience requirement. The educational experience required in this particular license is specific in areas such as social work, psychology and counseling. The population which enters the occupational skills program are within the classification known as "vulnerable adults." It is reasonable to require an applicant to have the knowledge and attitudes taught within the described degrees since the students will be within the "vulnerable adult" category. The degrees contain subject matter in the areas of mentally retarded, physically disabled and aged populations. The content requires that an individual must be cognizant of the learning abilities of such an individual, as well as the physical abilities of the individual. 20 quarter credits vocational coordination techniques has been added in order to assure that the applicant will have the skills necessary to enable them to assist the student in obtaining employment and in dealing with the complexities that are implied in the activity. Content in introduction to the assessment of the special learner, curriculum modifications of the special learner are included since that is what is necessary for the instructor to appropriately teach the student described. 1500 hours of occupational experience is required outside of teaching to assure that the applicant for this license has at least been exposed at some time to the world of work. In addition, the applicant must have some experience of actually working with the handicapped or disabled. The work experience is reasonable since it requires only 1500 hours and is not specific. The applicant would thus have the experience of seeking and keeping a job allowing for the understanding of the needs associated with that activity. The experience with the handicapped or disabled is reasonable so the instructor will have had an opportunity to work with the student population he or she will serve.

Subpart 4. Substitution for occupational experience. There is no substitution for occupational experience.

Subpart 5. Occupational recency substitution. This subpart does not apply since recency is not a requirement for this license. The primary focus of occupational skills is to teach the student how to apply for a job, what skills are necessary in applying for a job, how to take a bus, how to live and how to generally take care of himself both at home and in the work environment. This is reasonable since the specific occupational area will be taught in a separate program and does not come under the jurisdiction of this license.

3709.0190 PROFESSIONAL NANNY

Subpart 1. May teach. The crossover area for Professional Nanny license is limited to principles and theory of child development.

This is reasonable since it is consistent with the educational and occupational experience requirement in subp. 3.

Subpart 2. Other Requirements. This refers to the general requirements as specified in 3709.0100.

Subpart 3. Educational and occupational experience requirement. There is a combination of both educational and occupational experience required in this license. It is reasonable to require educational experience to assure the applicant is cognizant of child development theories relating to the educational, physical, social and psychological development of a child. The degrees listed provide this content. The occupational experience occurs within the client's environment as a nanny or child care provider. This is reasonable since this is the occupational area in which the students will be trained and later employed.

Subpart 4. Substitution of occupational experience. The substitution is consistent with recently revised licenses. The substitution is teaching experience in a professional nanny program. This is a reasonable substitution since the subject matter, practicum experience, and advisory committees provide the instructor with current information and needs of the professional nanny profession.

3709.0200 ARTIFICIAL INTELLIGENCE TECHNICIAN

Subpart 1. May Teach. This subpart follows the precedent set by the revised permanent rules 3700.0200 Agriculture occupations and 3700.0300 Business and Office occupations, which list specific courses which the license holder may teach anywhere in the technical institute system. Artificial Intelligence Languages are listed as crossovers. This is reasonable since this individual must have 500 hours occupational experience specifically in programming artificial intelligence and will be the only licenses within the technical institute system with this knowledge and skill requirement.

Subpart 2. Other requirements. Refers to general requirements as specified in 3700.0100

Subpart 3. Educational and occupational experience requirement. Item A requires 2 years of postsecondary education in specific science fields. The fields listed were selected for their foundation for defining problems, problem solving and recognition of concepts behind problems. This is reasonable to enable the instructor to have the critical analytical and teaching skills to teach computer programming and specifically programming artificial intelligence. It is reasonable also since the areas of study are readily available in the educational institutions within this state.

Item B defines the three areas of occupational experience which relate directly to the course content with 500 hours devoted to programming artificial intelligence. This is a reasonable requirement which implies a working knowledge of the languages used within the program. The total of 6000 hours, as well as the two years of education are reasonable since they equal the 8000 hour precedent set in existing

permanent rules 3700.0200 and 3700.0300.

Subpart 4. Substitution for occupational recency experience. This subpart substitutes for occupational recency according to the ratio set in the revised rules. The substitution is allowed only in teaching programming and in artificial intelligence programming only for the 500 hours of occupational experience programming artificial intelligence. This is reasonable since 40% of the program is characterized by programming courses and specifically artificial intelligence programming. Since artificial intelligence is a relatively new field, this recency can only be substituted by actual artificial intelligence programming instruction.

3709.0210 VIBROACOUSTICS

Subpart 1. May teach. This subpart allows an individual to teach in the vibroacoustics technology program, vibration and acoustics, introduction to electronics and statistical applications. The courses are in the first year of the two year program. It is reasonable to assume an applicant who has the experience described in subp. 3 would have knowledge sufficient to teach that content.

Subpart 2. Other requirements. Refers to the general requirements as specified in 3700.0100.

Subpart 3. Occupational experience requirement. An applicant must have experience in testing and measurements of both acoustics and mechanical vibrations for the skills and knowledge needed to teach the program of vibroacoustics technology. This is a reasonable requirement since the coursework is in acoustics and measurement of vibrations, descriptive statistics and application, electromechanical devices and predictive maintenance of vibrations instrumentation. The experience described requires knowledge and skills in all of these areas.

Subpart 4. Substitution for occupational experience. The ratio of hour substitution follows the precedent set by previous adopted rules. The engineering or applied physics degrees are specific to the program content to be taught. The associate degree or diploma in vibroacoustics is the exact core content of the program. It is, therefore, reasonable to assume these individuals would be cognizant of the basic knowledge and skills as taught in this program.

Subpart 5. Occupational recency substitution. This follows the precedent of previously adopted rules. It recognizes the validity of teaching current program content and interaction with industry as valid recent experience. This is reasonable since the teaching is limited to vibroacoustics. This continues to maintain 500 hours of occupational recency with the prior five years required in current 3515 rules.

3709.0220 PLASTICS COMPOSITES

Subpart 1. May teach. This subpart follows the format and precedent set by previously adopted rules. The specific courses are

only in polymer and are reasonable in view of the criteria described in subp. 3. The experience required identifies polymer and composites expertise.

Subpart 2. Other requirements. Refers to general requirements as specified in 3700.0100.

Subpart 3. Occupational experience requirement. Total number of hours of occupational hours required are the same as established in previously revised rule. The experience is required in at least two areas of polymer technology. This is reasonable to allow the depth and breadth of knowledge required to teach all of the plastic composites program which includes research, processing and manufacturing.

Subpart 4. Substitution for occupational experience. This subpart follows the precedent set by previously revised licenses. The degrees in materials science, polymer chemistry, chemical and mechanical engineering and applied physics are reasonable since they contain courses directly applicable to the program content. Other engineering degrees receive less hours of substitution since the content would not be specific to polymers or composites. It is reasonable to allow some substitution, however, since physics, materials, hydraulics, pneumatics, algebra, chemistry and mechanical drawing are part of these degrees and the plastic composites program.

Subpart 5. Substitution for occupational recency. Teaching experience substitution is allowed in plastic composites technology and is reasonable since the laboratory and advisory committee experience requires and allows up-to-date knowledge and skills in plastic composites technology.

In the Matter of the Proposed Adoption of the Rule of the State of Minnesota, State Board of Vocational Technical Education Governing Licensure Criteria: Postsecondary Vocational Technical Education Minnesota Rules 3709.0100 to 3709.0220

AFFIDAVIT OF MAILING THE NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING AND CERTIFICATE

STATE OF MINNESOTA]
] ss.
COUNTY OF RAMSEY]

LeAnn R. VanDorsten, being sworn says:

I hereby certify that the list of persons and associations who have requested, pursuant to Minnesota Statutes, sections 14.14, subdivision 1a and 14.22 or 14.30, that their names be placed on the State Board of Vocational Technical Education rulemaking mailing list is accurate, complete and current as of this 4th day of November, 1988.

That on the 4th day of November, 1988, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notice of Intent to Adopt A Rule Without a Public Hearing by depositing in the State of Minnesota Central Mail System for United States mailing, a copy thereof, with postage prepaid, to all persons and associations on the aforementioned mailing list.

LeAnn R. VanDorsten
[Name]

Executive I
[Title]

Subscribed and sworn to before me
this 4th day of November, 1988.

Caroline E. Wisniewski

20109920.FRM

CAROLINE E. WISNIEWSKI
NOTARY PUBLIC-MINNESOTA
DAKOTA COUNTY
MY COMMISSION EXPIRES MARCH 28, 1991

Same as front

Mailing List for ~~Director and Assistant Director~~

~~July 27, 1988~~

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17 1. Cabinet and Education Specialists (see attached list with addressees marked in pink)

36 2. Directors

62 3. Assistant Directors

20 4. Adult Extension Directors

85 5. ~~Permanent~~ Rule Making Mailing List (see attached)

24 6. General Advisory Committee (see attached)

244 ~~agriculture licensure committee~~

Use this mailing list for 3704.0100 to 3704.0220

Envelope
36
62
20
19
24
221

14
3

= Mailing list

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[illegible]	6-0668	Bev S.
Anderson, Robert M.	7-1051	
Anzevino, Joy	6-3753	
[illegible]	6-0672	Eileen S.
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Berger, Elaine	6-5709	
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[illegible]	6-0122	Linda T.
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[illegible]	6-7501	Linda N.
[illegible]	6-7451	Kathy W.
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Exley, Peg	7-1412	
Flood, Joan	6-9598	Abby G.
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Froke, Craig	6-0673	Kathy D.
Gabor, Carol	7-3797	Lisa J.
[illegible]	7-2720	Carol A.
Graba, Joseph P.	6-3995	Caroline W.
Grenfell, Abby	7-1476	
Griffin, Phyllis	6-9599	
Groesbach, Sherene	6-9446	Kathy W.
Gustafson, Greg	6-0317	
Hanson, Monica	6-2430	
Henrie, Helen	7-4575	
Hoskyn, James	6-7577	Elda K.
Hylleated, Jan	6-9443	JoAnn S.
Jeffrey, Lisa	6-3755	
Johnson, Margaret	6-2423	
[illegible]	6-2421	Karen K.
Joyce, Michelle	6-3753	
Justice, Pat	6-9595	
Kedrowski, Karen	6-7590	
Kiefer, Kirby	6-9452	Alice S.
Kleis, Diane	6-3756	
Klinkenberg, Elda	6-6580	
Kortus, Carol	6-3393	
[illegible]	6-8113	Peg E.
McGilvrey, Judy	6-9451	Cindy S.
Mehle, Sharon	6-2355	
Mercer, John	6-4202	Marlene S.
Miller, Barbara	6-2421	
Mostrom, Kathy	6-9449	Kendra B.
[illegible]	6-9444	Kathy W.
Murrey, John	6-2337	Abby G.
Naughton, Teri	6-5263	Carol K.
Neudahl, Linda	7-1477	

SP & Craig Mercer

Name	Ph.#	Secy.
Newton, Florence	6-9591	
Oliver, Craig	6-0662	Jan W.
[illegible]	6-0663	Barb P.
[illegible]	7-1482	Barb T.
Pandey, Kumar	6-7678	
[illegible]	6-8028	Linda N.
Pedersen, Greg	7-1483	Carol S.
Pederson, Kathy	6-9472	Donna S.
[illegible]	6-3298	Mary Alice R.
Peterson, Barb	7-1475	
[illegible]	6-9445	JoAnn S.
Piskura, Adam	6-9442	Alice S.
[illegible]	6-7486	
Powroy, Georgia	6-3929	Cindy S.
[illegible]	6-3597	Dorothy S.
Rego-Rhodes, Lynda	7-1484	Diane K.
Reed, Mary Alice	6-8029	
Roman, Bret	6-8135	
Rosenwinkel, Howard	7-3791	Donna S.
Ross, Yvonne	6-1867	Barb M.
Rostomily, Ken	6-3092	Joy A.
Scanlon, Eileen	7-2658	
[illegible]	6-7482	
Schmidt, Sharon	6-0443	Carol K.
Schultz, Shirley	6-6580	
Segl, Carol	7-3995	
Senn, Darla	6-6580	
Shirvani, Tony	6-9092	
Sklenar, Cindy	6-0680	
Smith, Alice	6-1412	
Smith, Dorothy	6-0681	
Smith, JoAnn	6-7403	
Sommerdorf, Marlene	6-4202	
Sommers, Joy	7-3792	Lisa J.
Sonnick, Becky	6-5708	
Spencer, Peg	6-8555	Dorothy S.
Stater, Florence	6-0667	Diane K.
[illegible]	6-9600	Margaret J.
Stolpman, Kate	6-4291	Barb M.
Stroman, Donna	6-3388	
Sullivan, Jack	6-0664	Abby G.
Swanson, Beverly	7-1116	
Tauer, Linda	6-1419	
[illegible]	6-0666	Lisa J.
Thoemke, Barb	7-1478	
[illegible]	6-3471	Joy A.
VanDorsten, LeAnn	6-3938	
Wade, Elizabeth	7-3996	
[illegible]	6-2165	Margaret J.
[illegible]	6-0669	
Walters, Woody	7-4016	Alice S.
Wangen, Nancy	6-3321	Angela C.
Weersma, Kathy	6-5707	
[illegible]	7-4154	Lisa J.
Williams, Laureen	7-1478	
Wisniewski, Caroline	6-3995	
Wood, Ann	6-9590	Barb M.
Zeches, Sue	6-0345	

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(Licensure)

3/24/88

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Minnesota Rules: Amendments and Additions

NOTICE: How to Follow State Agency Rulemaking in the *State Register*

The ***State Register*** is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the ***State Register.*** Published every Monday, the ***State Register*** makes it easy to follow and participate in the important rulemaking process. Approximately 75 state agencies have the authority to issue rules. Each agency is assigned specific ***Minnesota Rule*** chapter numbers. Every odd-numbered year the ***Minnesota Rules*** are published. This is a ten-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Proposed and adopted emergency rules do not appear in this set because of their short-term nature, but are published in the ***State Register.***

If an agency seeks outside opinion before issuing new rules or rule amendments, it must publish a NOTICE OF INTENT TO SOLICIT OUTSIDE OPINION in the ***Official Notices*** section of the ***State Register.*** When rules are first drafted, state agencies publish them as **Proposed Rules,** along with a notice of hearing, or notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the ***State Register.*** After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the ***State Register*** as **Adopted Rules.** These final adopted rules are not printed in their entirety in the ***State Register,*** only the changes made since their publication as **Proposed Rules.** To see the full rule, as adopted and in effect, a person simply needs two issues of the ***State Register,*** the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the ***Minnesota Guidebook to State Agency Services.***

The ***State Register*** features partial and cumulative listings of rules in this section on the following schedule: issues 1-13 inclusive; issues 14-25 inclusive; issue 26, cumulative for issues 1-26; issues 27-38 inclusive; issue 39, cumulative for 1-39; issues 40-51 inclusive; and issue 52, cumulative for 1-52. An annual subject matter index for rules appears in August. For copies of the ***State Register,*** a subscription, the annual index, the ***Minnesota Rules*** or the ***Minnesota Guidebook to State Agency Services,*** contact the Minnesota Documents Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-652-9747 and ask for "Documents."

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Proposed Rules

Pursuant to Minn. Stat. §§ 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing, as long as the agency determines that the rules will be noncontroversial in nature. The agency must first publish a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register.* The notice must advise the public:

1. **that they have 30 days in which to submit comment on the proposed rules;**
2. **that no public hearing will be held unless 25 or more persons make a written request for a hearing within the 30-day comment period;**
3. **of the manner in which persons shall request a hearing on the proposed rules; and**
4. **that the rule may be modified if the modifications are supported by the data and views submitted.**

If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

Pursuant to Minn. Stat. §§ 14.29 and 14.30, agencies may propose emergency rules under certain circumstances. Proposed emergency rules are published in the *State Register* and, for at least 25 days thereafter, interested persons may submit data and views in writing to the proposing agency.

State Board of Vocational Technical Education

Proposed Permanent Rules Relating to Postsecondary Vocational Teaching Licenses: Emerging Occupations

Notice of Intent to Adopt a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the State Board of Vocational Technical Education intends to adopt the above-entitled rule without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes,* Section 14.22 to 14.28. The statutory authority to adopt the rules is *Minnesota Statutes* 136c.04, Subdivision 9.

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." ADOPTED RULES SECTION — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

All persons have 30 days until 4:30 p.m., Tuesday, December 6, 1988, in which to submit comment in support of or in opposition to the proposed rule or any part or subpart of the rule. Comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for comment, and any change proposed.

Any person may make a written request for a public hearing on the rule within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, Sections 14.131 to 14.20.

Comments or written requests for a public hearing must be submitted to either:

Glenda Moyers, Supervisor
Minnesota Technical Institute System
101 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: (612) 296-5707

Georgia Pomroy, License Revision Specialist
Minnesota Technical Institute System
101 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: (612) 296-0680

The proposed rule may be modified if the modifications are supported by data and views submitted to the agency and do not result in a substantial change in the proposed rule as noticed.

A copy of the proposed rule is attached to this notice.

A Statement of Need and Reasonableness that describes the need for and reasonableness of each provision of the proposed rule and identifies the data and information relied upon to support the proposed rule has been prepared and is available from Glenda Moyers or Georgia Pomroy at the above address and phone, upon request.

If no hearing is required, upon adoption of the rule, the rule and the required supporting documents will be submitted to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or wish to receive a copy of the adopted rule must submit the written request to either:

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Rules as Proposed (all new material)

3709.0100 GENERAL REQUIREMENTS.

Subpart 1. **Listed or referred to here.** An applicant for a license under this chapter must meet the following requirements in addition to the requirements for a particular license:

A. 2,000 hours of occupational experience within five years just before application for licensure; and

B. the total number of substituted hours cannot exceed 4,000 hours.

Subp. 2. **Requirements elsewhere.** To get a license to teach under this chapter, an applicant must comply with parts 3515.0100 to 3515.1100, 3515.1300 to 3515.4400, and 3515.5000. Parts 3515.9920 to 3515.9942 do not apply.

3709.0110 ELECTRONIC SERVICE/SALES REPRESENTATIVE.

Subpart 1. **May teach.** A teacher who has an electronic service/sales representative license may teach in the electronic service/sales program and may also teach courses in:

A. selling techniques; and

B. basic troubleshooting electronic-based equipment.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in electronic-based applications as follows:

A. a minimum of 2,000 hours in commercial or industrial sales and installation, maintenance or troubleshooting equipment; and

B. a minimum of 2,000 hours in customer needs analysis including equipment determination and selection, hardware configuration, product presentation, and demonstration or account management.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, or C for up to 4,000 hours of occupational experience required under subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required in subpart 3, item A.

A. A bachelor's or higher degree in applied electrical engineering may be substituted for 4,000 hours.

B. An associate degree in electronics or electronic service/sales may be substituted for 2,000 hours.

C. A diploma in electronics or electronic service/sales may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in electronics or electronic service/sales. Two hours of teaching equal one hour of occupational experience. An applicant cannot substitute for the 2,000 hours of experience required under subpart 3, item A.

3709.0120 LOCKSMITHING TECHNICIAN.

Subpart 1. **May teach.** A teacher who has a locksmithing license may teach in the locksmithing program and may also teach courses in locksmithing: systems and placement planning, lock and key identification, retail application, life safety codes, master keying, automotive, application for retailing, and internal and external controls.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** The applicant must hold a Certified Professional Locksmith (CPL) certification and have verified occupational experience of 8,000 hours as a locksmith.

Subp. 4. **Substitution for occupational experience requirement.** An applicant may substitute the following education from an accredited postsecondary institution for up to 2,100 hours of occupational experience required under subpart 3.

A. An associate degree in locksmithing may be substituted for 2,000 hours.

B. A diploma in a two-year locksmithing program may be substituted for 2,100 hours.

C. The completion of courses or clock hours for credit in locksmithing may be substituted.

One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in locksmithing. Two hours of teaching equal one hour of occupational experience.

3709.0130 SECURITY MANAGEMENT.

Subpart 1. **May teach.** A teacher who has a security management license may teach in the security management program and may also teach courses in security: contemporary issues, legal ethical issues, and principles of physical security.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in a manager or supervisory position in plant protection or security in an industrial, institutional, governmental, public utility, corporate, or retail setting, exclusive of general law enforcement.

Subp. 4. **Substitution for occupational experience.** The applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours of the occupational experience required in subpart 3. The education must be from an accredited postsecondary institution.

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A. A bachelor's or higher degree in criminal justice, criminology, security, or law enforcement may be substituted for 4,000 hours.

B. An associate degree in criminal justice, security management, or law enforcement may be substituted for 2,000 hours.

C. A diploma in security management or law enforcement may be substituted. A two-year program equals 2,100 hours; a one-year program equals 1,050 hours.

D. The completion of courses or clock hours for credit in security, emergency procedures, or substance use and abuse may be substituted. One clock hour of instruction equals one clock hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in industrial security or security management. Two hours of teaching equal one hour of occupational experience.

3709.0140 FIRE TECHNOLOGY AND ADMINISTRATION.

Subpart 1. **May teach.** A teacher who has a fire technology and administration license may teach in the fire technology and administration program and courses in firefighting.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience as a career firefighter, volunteer firefighter, or paid on-call firefighter with a minimum of 2,000 of the 8,000 hours as a fire officer. The experience must be verified by the chief fire executive.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours of occupational experience as a firefighter required in subpart 3. The education must be from an accredited postsecondary institution. An applicant cannot substitute for the 2,000 hours of experience required as a fire officer.

A. a bachelor's or higher degree in fire science, fire protection engineering, fire administration, or fire department management may be substituted for 4,000 hours.

B. An associate degree in firefighting may be substituted for 2,000 hours.

C. A two-year diploma in firefighting may be substituted for 2,100 hours.

D. Completion of courses or clock hours for credit in fire service, fire administration, fire department management, fire safety and engineering technology, fire protection engineering, or fire department management may be substituted. One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Teaching experience as a licensed instructor at an accredited postsecondary institution or at a military setting may be substituted for up to 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in a firefighter I or II course. Two hours of student contact equal one hour of occupational experience as a firefighter. An applicant cannot substitute for the 2,000 hours of experience required as a fire officer.

3709.0150 PREPARATION FOR SMALL BUSINESS OWNERSHIP.

Subpart 1. **May teach.** A teacher who has a preparation for small business ownership license may teach in the preparation for small business ownership program and may also teach courses in:

A. marketing principles;

B. principles of advertising;

C. entrepreneurship;

D. managerial accounting;

E. business math;

F. computer applications for small business management; and

G. introduction to small business management.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience as a working proprietor or managerial level employee responsible for, and making decisions based on, sources and use of capital.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the education described in item A, B, C, or D for up to 4,000 hours required under subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in marketing, business, finance, or accounting may be substituted for 4,000 hours.

B. An associate degree in advertising preparation for small business ownership, small business management, business, marketing, accounting, retailing, fashion merchandising, hospitality management, manufacturing management, sales, finance, or insurance may be substituted for 2,000 hours.

C. A diploma in advertising, fashion merchandising, professional and industrial sales, hotel motel management, general merchandising and retail sales, business to business telemarketing, marketing management, preparation for small business ownership, small business management, international marketing, sporting goods sales and management, financial services marketing, supermarket marketing and management, and hardware and home center management may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

D. The completion of courses or clock hours for credit in business, marketing, distributive education, finance, or accounting may be substituted.

One clock hour of instruction equals one hour of occupational experience. One quarter credit equals 20 hours of occupational experience. One semester credit equals 30 hours of occupational experience.

Subp. 5. **Occupational recency substitution.** Postsecondary teaching experience in small business management, accounting, practical business management, sales and marketing, business management, or computer applications for small business management may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. Two hours of teaching equal one hour of occupational experience.

3709.0160 ACTIVITY DIRECTOR ASSISTANT.

Subpart 1. **May teach.** A teacher who has an activity director/assistant license may teach in the activity director/assistant program.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have an associate degree or higher and 6,000 hours of occupational experience including at least 4,000 hours as an activity director in adult day care, long-term care, or senior citizen housing. The remaining 2,000 hours may be as any of the following: human services technician for the mentally retarded, activity director/assistant, social worker, community center program director for seniors, or as a counselor in adult day care, long-term care, or senior citizen housing.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during this five-year period. The teaching must be in activity director, activity director assistant, or recreational therapy programs. Two hours of teaching equals one hour of occupational experience.

3709.0170 FRANCHISE RESTAURANT MANAGEMENT.

Subpart 1. **May teach.** A teacher who has a franchise restaurant management license may teach in the franchise restaurant management program and may also teach courses in:

A. food service purchasing and inventory control;

B. food sanitation and safety;

C. food service management skills; and

D. food service accounting.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** The applicant must have 8,000 hours verified occupational experience in management that includes supervision in an operation with at least ten employees. A minimum of 4,000 hours must be in franchise restaurant management of which 2,000 hours must be as a general or unit manager or owner.

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Subp. 4. **Substitution for occupational experience.** The applicant may substitute the education described in item A, B, or C for up to 4,000 hours of the occupational experience required in subpart 3. The applicant cannot substitute for the 4,000 hours of experience in franchise restaurant management. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in business or home economics may be substituted for 4,000 hours.

B. An associate degree in business or food service may be substituted for 2,000 hours.

C. A diploma in a business or food service program may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in foods, diet technician, or small business management. Two hours of teaching equal one hour of occupational experience.

3709.0180 OCCUPATIONAL SKILLS.

Subpart 1. **May teach.** A teacher who has an occupational skills license may teach in the occupational skills program.

Subp. 2. **Other requirements.** Part 3709.0100, subpart 1, does not apply. The applicant must meet the requirements in part 3709.0100, subpart 2.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have a bachelor's or higher degree in education, social work, psychology, counseling, mental health, vocational rehabilitation, physical therapy, occupational therapy, speech pathology, or vocational evaluations. The applicant must have the equivalent of 20 quarter credits or clock hours covering vocational coordination techniques, introduction to the exceptional learner, assessment of the special learner, and curriculum modification for the special learner; and 1,500 hours of occupational experience outside of teaching. In addition, the applicant must have 200 hours of experience with direct responsibility for the handicapped or disabled, that may include teaching in courses or programs designed to assist the handicapped or disabled.

3709.0190 PROFESSIONAL NANNY.

Subpart 1. **May teach.** A teacher who has a professional nanny license may teach in the professional nanny program and may also teach principles and theory of child development.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** The applicant must have:

A. two years or more of education from an accredited postsecondary institution in professional nanny or child development and 6,000 hours of occupational experience as a nanny or child care provider within the client's environment having responsibility for educational, physical, social, and psychological development of the child or children; or

B. a bachelor's or higher degree in consumer homemaking, family life, elementary education, child psychology, early childhood education, home economics, child development or professional nanny and 4,000 hours as a nanny or child care provider within the client's environment having responsibility for educational, physical, social, and psychological development of the child or children.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution for 1,500 of the 2,000 hours required under part 3709.0100, subpart 1, item A, if the teaching is done during this five-year period. The teaching must be in professional nanny programs. Two hours of teaching equal one hour of the occupational experience required in part 3709.0100, subpart 1, item A.

3709.0200 ARTIFICIAL INTELLIGENCE TECHNICIAN.

Subpart 1. **May teach.** A teacher who has an artificial intelligence technician license may teach in the artificial intelligence technician program and may also teach programming in artificial intelligence languages.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Educational and occupational experience requirement.** An applicant must have a combination of:

A. two years or more of postsecondary education from an accredited institution in engineering, computer science, electronics, chemistry, physics, or mathematics; and

B. 6,000 hours of verified occupational experience in engineering, programming, or electronics technology with a minimum of 500 hours programming artificial intelligence.

Subp. 4. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial setting may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during

the five-year period. The only substitution allowed for the 500 hours of programming artificial intelligence required under subpart 3, item B, is teaching programming artificial intelligence. Otherwise, the teaching of any programming may be substituted. Two hours of teaching equal one hour of occupational experience.

3709.0210 VIBROACOUSTICS TECHNOLOGY.

Subpart 1. **May teach.** A teacher who has a vibroacoustics technology license may teach in the vibroacoustics technology program and may also teach courses in vibration and acoustics, introduction to electronics, and statistical applications.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in testing and measuring of both acoustics and mechanical vibrations.

Subp. 4. **Substitution for occupational experience.** An applicant may substitute the experience described in item A, B, or C for up to 4,000 hours of the occupational experience described in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in engineering or applied physics may be substituted for 4,000 hours.

B. An associate degree in vibroacoustics technology may be substituted for 2,000 hours.

C. A diploma or certificate in vibroacoustics technology may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting may be substituted for 1,500 of the 2,000 hours required in part 3700.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in vibroacoustics specific technology. Two hours of teaching equal one hour of occupational experience.

3709.0220 PLASTIC COMPOSITES TECHNOLOGY.

Subpart 1. **May teach.** A teacher who has a plastic composites technology license may teach in the plastic composites technology program and may also teach courses in polymer: chemistry, materials, applications, and composites. Composites: technology, tooling, moldmaking, repair, and manufacturing.

Subp. 2. **Other requirements.** The applicant must meet the requirements in part 3709.0100.

Subp. 3. **Occupational experience requirement.** An applicant must have 8,000 hours of verified occupational experience in polymer composites. This experience must be in at least two of the following: research and development, design, formulations, and manufacturing.

Subp. 4. **Occupational experience substitution.** The applicant may substitute the experience described in items A, B, or C for up to 4,000 hours of occupational experience described in subpart 3. The education must be from an accredited postsecondary institution.

A. A bachelor's or higher degree in materials science, polymer chemistry, chemical or mechanical engineering, or applied physics may be substituted for 4,000 hours.

B. A bachelor's degree in an engineering field not listed in item A or an associate degree in plastic composites technology may be substituted for 2,000 hours.

C. A diploma or certificate in plastic composites technology may be substituted. A one-year program equals 1,050 hours. A two-year program equals 2,100 hours.

Subp. 5. **Occupational recency substitution.** Teaching experience at an accredited postsecondary institution or at an industrial or military setting in plastic composites technology may be substituted for 1,500 of the 2,000 hours required in part 3709.0100, subpart 1, item A, if the teaching is done during the five-year period. The teaching must be in plastic composites technology. Two hours of teaching equal one hour of occupational experience.

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CERTIFICATE OF THE

STATE BOARD OF VOCATIONAL TECHNICAL EDUCATION

AUTHORIZING RESOLUTION

I, Donald C. Ingram, do hereby certify that I am a member and the president of the State Board of Vocational Technical Education, a board duly authorized under the laws of the State of Minnesota, and that the following is a true, complete and correct copy of a resolution adopted at a meeting of the State Board of Vocational Technical Education duly and properly called and held on the 15 day of August 1988, that a quorum was present, and that a majority of those present voted for the resolution which has not been rescinded or modified.

"RESOLVED, that Helen Henrie, Deputy State Director of the State Board of Vocational Technical Education is hereby granted the authority and directed to sign and to give the Notice of the Board's Intent to Adopt a rule without a public hearing governing licensure of postsecondary vocational technical education teachers and specifically Activity Director Assistant, Franchise Restaurant Management, Textile and Apparel Occupations, and Professional Nanny (Service occupations); Area Agriculture Coordinator (Agriculture occupations); Advanced Business Communications (Business and Office occupations); Productivity Technician, Supervisory Management, Electronic Service/Sales Representative, Computerizing Small Business, Business to Business Telemarketing, Quality and Productivity Management (Marketing occupations); Artificial Intelligence, Environmental Specialist, Laser Electro Optics Technology, Metallurgical Technology, Telecommunications Systems Technician, Vibracoustics Technology, Automated Systems Technology, Automated Manufacturing Technology, Computer Aided Printed Circuit Technician, Audio Recording Specialist (Technical occupations); Collision and Property Damage Appraisal, Electronic Desktop Publishing, Security Management, Locksmithing Technician, Diesel Fuel Injection Specialist, Neon and Sign Fabrication, Plastics Composite Technology, Electric Utility Technician (Trade and Industrial occupations); Fire Technology and Administration (Fire Service occupations) to all persons who have registered their names with the Board for that purpose and publish the Notice and rule in the *State Register*, and to perform any and all acts incidental thereto."

IN WITNESS WHEREOF, I have hereunto subscribed my name this 15 day of August 1988.

Donald C. Ingram
(Officer of the Board)

Donna Anderson
Attest by one other Board Member

20109910

STATE OF MINNESOTA
DEPARTMENT OF VOCATIONAL TECHNICAL EDUCATION

In the Matter of the Proposed Adoption of the Rule of the State of Minnesota Governing Postsecondary Vocational Teaching Licenses, Emerging Occupations Rules 3709.0100 to 3709.0220

FINDINGS OF FACT, CONCLUSIONS, AND ORDER ADOPTING RULE WITHOUT PUBLIC HEARING

Notice of the State Board of Vocational Technical Education intent to adopt the above-entitled rule was published in the *State Register* on November 7, 1988, and was sent by United States mail to all persons on the list maintained by the agency pursuant to Minnesota Statutes, sections 14.14, subdivision 1a and 14.22 on November 4, 1988. The statement of need and reasonableness was prepared before the notice of intent to adopt a rule without a public hearing was mailed to all persons on the rulemaking mailing list and published in the *State Register* and was available to the public.

All persons were given the opportunity to submit comment on the rule for 30 days after notice of the proposed rulemaking. No requests for a public hearing on the rule were received by the agency.

No comments on the rule were received by the agency. No requests for submission to the Attorney General were received by the agency.

Based on the comments and evidence in the record before the agency, I find the following:

The above-captioned rule is needed and reasonable.

NOW, THEREFORE, IT IS ORDERED that the rules identified as 3709.0100 to 3709.0220 Postsecondary Vocational Teaching Licenses, Emerging Occupations are adopted this 14th day of December, 1988, pursuant to authority vested in the State Board of Vocational Technical Education by Minnesota Statutes, section 136C.04, Subdivision 9.

Helen Henrie 12/14/88

Helen Henrie Date
Deputy Director
State Board of Vocational Technical Education

20109930.FRM

In the Matter of the Adoption of the Rule of the State of Minnesota, Board of Vocational Technical Education Governing 3709.0100 to 3709.0220, Postsecondary Vocational Instructor Licensure, For Emerging Occupations and Agriculture Occupations 3700.0270 to 3700.0280

DECLARATION OF COUNSEL

I, H. CAMILLA NELSON, Special Assistant Attorney General, do hereby declare that I have examined the above captioned rule, and the supporting rulemaking record, and that, based on my examination, the Administrative Procedure Act and Minnesota Rules, chapter 2010 have been followed. Any exceptions are listed below. For Attorney General billing purposes, the four-digit docket client code is 0831.

H. Camilla Nelson
Special Assistant Attorney General

Dated: February 10, 1989

COUNSEL

STATE OF MINNESOTA
Board of Vocational Technical Education

Office Memorandum

TO: Marti Casserly
Office of the Attorney General

FROM: Georgia Pomroy, License Revision Specialist

DATE: February 10, 1989

PHONE: 296-3929

SUBJECT: Review of Documents

Enclosed is a copy of the following documents for your review and declaration by Assistant Attorney General's Office, S. Camilla Nelson:

1. Register copy - Notice of Solicitation of Outside Opinion

June 13, 1988, p 2719

3709.0150	Preparation for Small Business Ownership
3709.0180	Occupational Skills
3700.0270	Specialty Crop Management
3700.0275	Poultry Production Management

August 15, 1988, p 355

3700.0280	Area Ag Program Coordinator
3709.0110	Electronic Service/Sales Representative
3709.0120	Locksmithing Technician
3709.0130	Security Management
3709.0140	Fire Technology and Administration
3709.0160	Activity Director Assistant
3709.0170	Franchise Restaurant Management
3709.0200	Artificial Intelligence Technician
3709.0210	Vibroacoustics Technology
3709.0220	Plastic Composites Technology

2. Authorizing Resolution for Proposed Rules
June 14, 1988

3709.0150	Preparation for Small Business Ownership
3709.0180	Occupational Skills
3700.0270	Specialty Crop Management
3700.0275	Poultry Production Management

August 15, 1988
Agriculture

3700.0280	Area Ag Program Coordinator
3709.0110	Electronic Service/Sales Representative
3709.0120	Locksmithing Technician
3709.0130	Security Management
3709.0140	Fire Technology and Administration
3709.0160	Activity Director Assistant

RECEIVED
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ATTORNEY GENERAL'S OFFICE
515 TRANSPORTATION BLDG.
ST. PAUL, MN 55155

3709.0170	Franchise Restaurant Management
3709.0200	Artificial Intelligence Technician
3709.0210	Vibroacoustics Technology
3709.0220	Plastic Composites Technology

3. Copy of Proposed Rules
Agriculture
3700.0100 to 3700.0265 and 3700.0290 (not adopted)
3700.0270 to 3700.0280
Emerging Occupations
3709.0100 to 3709.0220

4. Notice of Intent to Adopt a Rule Without Public Hearing as Mailed
Agriculture licenses
3700.0100 to 3700.0290
3700.0100 to 3700.0265 and 3700.0290 (not adopted)
Emerging Occupations
3709.0100 to 3709.0220

5. Statement of Need and Reasonableness
Agriculture
3700.0270 to 3700.0280
Emerging Occupations
3709.0100 to 3709.0220

6. Affidavit of Mailing
Agriculture
3700.0100 to 3700.0290
3700.0100 to 3700.0265 and 3700.0290 (not adopted)
Emerging Occupations
3709.0100 to 3709.0220

7. Register Copy of Intent to Adopt
October 24, 1988
Agriculture 3700.0100 to 3700.0290
3700.0100 to 3700.0265 and 3700.0290 (not adopted)
November 7, 1988
Emerging Occupations 3709.0100 to 3709.0220

8. Copies of Rule as Adopted
Agriculture 3700.0270 to 3700.0280
Emerging Occupations 3709.0100 to 3709.0220

9. Resolution to Adopt
December 13, 1988
Agriculture 3700.0270 to 3700.0280
Emerging Occupations 3709.0100 to 3709.0220

10. Findings of Fact - Conclusions of Law

11. Declaration by Attorney General - February 10, 1989

Enclosures