

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

AUG 28 1991

Office of the Revisor of Statutes

Administrative Rules

Richard J. Sands
Senior Assistant Revisor
296-2798

700 State Office Building
100 Constitution Avenue
St. Paul, MN 55155-1297

August 26, 1991

Ms. Georgia Pomroy
Technical Colleges Board
First Floor
Capitol Square Building
St. Paul, MN 55101

RE: File No. 1898

Dear Ms. Pomroy:

Enclosed are stripped copies of your proposed rules as published in the State Register. The copy shows the text of the rules as you proposed them with the stricken text deleted and the underscoring removed.

If your emergency rules or rules adopted without public hearing are adopted without modification, please submit the required number of copies of this document to the Attorney General for final approval. If these rules are to be modified, please use this copy to indicate the modifications you wish to make. Our office will then input the changes, approve the document as to form, and provide you with copies to submit to the Attorney General.

If your rules are adopted after public hearing without modification, please submit one copy of this document to our office for final approval as to form. If these rules are to be modified, please use this copy to indicate the modifications you wish to make. Our office will input the changes, approve the document as to form, and provide you with copies.

Very truly yours,

Richard J. Sands

STATE OF MINNESOTA

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

OFFICE MEMORANDUM

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

FROM: Georgia Pomroy, License Revision Specialist

DATE: August 21, 1991

PHONE: 297-2204

SUBJECT: Rules for Publication, *State Register*
Monday, August 26, 1991

We have attached a SONAR for an Intent to Adopt rules 3700.0910, Presidents in Districts Operating a Technical College, to be published in the *State Register* on Monday, August 26, 1991, in accordance with Minnesota Statutes, Sections 14.231 and 14.23.

Please contact me if you have any questions.

GP:lrv
SONAR.ADM

Attachment

NEED AND REASONABLENESS

ADMINISTRATIVE LICENSURE

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

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

BACKGROUND INFORMATION

The first revised president's license (formerly called director) was adopted on November 21, 1988. This second revision is in response to the changes which have occurred in the technical college system since that time. In 1991, the technical college system made a commitment to reduce administrative units within the system. Campaign 2001 has, as one of its goals, the reduction of campuses within the system to 22 administrative units, with one administrative head (college president) per unit.

Other changes include the authority to issue Associate of Applied Science degrees, new partnerships with the community college and state university systems, and restructuring of the programs offered in the technical colleges by changing to courses and ultimately to credit-based courses.

3700.0910 PRESIDENTS IN DISTRICTS OPERATING A TECHNICAL COLLEGE

Subpart 1. Must have a president. Retains, moves and makes editorial modification in previous 3700.0901, subpart 1. Editorial changes director to president and institute to college representing changes in terms used during the past two and one-half years. There are no substantive changes in this subpart.

Subpart 2. President's responsibilities. This subpart has been moved from 3700.0901, subpart 2. There are no changes in this subpart.

Subpart 3. Licensure requirement.

A. Education. This item increases the educational level required from a baccalaureate degree to a master's degree. There are several reasons why this is necessary. The academic level for postsecondary institution presidents in the State of Minnesota is a doctorate degree. The state

university system and community college system both require a doctorate at the president's level. Inter-system cooperation is attempting to assist in transferability of credits from one system to another.

The technical colleges also have moved from programs to a credit-based content receiving authorization to award Associate of Applied Science degrees.

It is necessary to upgrade the level of academic preparation of our highest administrative positions in order to move toward academic parity acknowledging the close relationship between the community colleges and the state university system. In awarding degrees at the technical colleges we are aligned more closely with the collegiate model. It is therefore reasonable to upgrade the academic level of our top administrators to a minimum of a master's degree.

This subpart retains the required credits in effective supervision and requires Philosophy of Vocational Education and educational law (school law) on renewal. There is no change in this requirement. Educational Tests and Measurements, Methods of Instruction, Course Construction, and Instructional Supervision, as well as additional credits, have been eliminated. This is reasonable since this position is a multi-campus administrator or large campus administrator dealing with many external functions. Each campus has an on-site administrator or vice presidents handling the day to day operations including instructional supervision and thus minimizes the need for the over-all president to be directly responsible for that level of activity. The credits which were required in addition to the bachelor's degree represented in the previous rule are reduced as a result of the increased academic preparation in a master's degree. Therefore this is reasonable. Content in strategic planning is an added requirement for this level of administration. The individual must be the over-all manager and long-term planner for either multiple campuses or a very large college setting. It is reasonable therefore to require this individual to have had experience in strategic planning.

Item B requires 8000 hours of administrative supervisory or managerial level experience in education, business, industry, government, or social services with 3000 of the 8000 hours within five years before the date of application. Emphasis in this license is placed upon level of management skills rather than vocational technical experience as in previous rule. This individual will direct and manage the various functions within the colleges without doing the "hands on" or day to day operations. This individual will interface more directly with the community, business and industry than has been evident in past practices. There will be a need for this individual to assess the current and future needs of the community and demonstrate the ability to confront difficult choices as well as commitment in providing opportunities and encouragement for the technical college system. Community involvement, commitment, sensitivity to working in diverse cultures and competence in management are all reasonable requirements for this license. The assumption is that requiring 8000 hours at this level the individual would have the skills, knowledge and attitudes required to take on a large or multi-campus facility.

Finally, there is a requirement of 2000 hours of occupational experience outside education. The primary focus of the technical college system is education for employment. In order to assure that our top administrator has had experience in the world of employment outside of education it is reasonable to require a minimum of one year of such experiences.

There is an overlap period prior to repealing 3700.0901. This is a reasonable overlap since individuals

may already be in the process of gathering the necessary courses and experience to acquire the present license. In order to avoid undue hardship, an applicant will be able to request licensure on the basis of 3700.0901 or the new rule, 3700.0910.

This rule will be implemented using current processes and will have no fiscal impact.

Georgia, please see pg 1547. -G

The Minnesota

State Register

Department of Administration—Print Communications Division



Rules edition
Published every Monday
(Tuesday if Monday is a holiday)

Monday 7 January 1991

Volume 15, Number 28

Pages 1529-1556

Teachers Retirement Association

Notice of Regular Meeting

The Board of Trustees, Minnesota Teachers Retirement Association will hold a meeting on Thursday, January 24, 1990, at 9:30 a.m. in Suite 500, Gallery Building, 17 W. Exchange Street, St. Paul, MN to consider matters which may properly come before the Board.

State Board of Technical Colleges

Notice of Intent to Solicit Outside Opinion Regarding Proposed Rules Governing the Rules for Licensure of Postsecondary Technical Education Personnel

NOTICE IS HEREBY GIVEN that the State Board of Technical Colleges is seeking information or opinions from sources outside the agency in preparing to amend Chapter Thirty-Five: Rules for Licensure of Vocational Technical Education Personnel and specifically in administrative licensure rules. The adoption of these rules is authorized by *Minnesota Statutes* § 136C.04, subd. 9. and 125.185 subd. 4.

The State Board of Technical Colleges requests information and comments concerning the subject matter of these rules. Interested or affected persons may submit written statements of information or comment orally. Written comments should be addressed to:

Mr. Francisco Trejo
State Board of Technical Colleges
100 Capitol Square Bldg.
550 Cedar Street
St. Paul, MN 55101
(612) 296-9446

Ms. Georgia Pomroy
State Board of Technical Colleges
100 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 or in person at the above address.

All statements of information and comments shall be accepted until 4:30 p.m. Thursday, February 7, 1991. Any written material received by the State Board of Technical Colleges shall become part of the record to be submitted to the Attorney General or Administrative Law Judge in the event the rule is adopted.

Helen Henrie, Deputy Chancellor
State Board of Technical Colleges

Department of Transportation

Program Management Division

Office of Motor Carrier Safety and Compliance

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rule Governing the Loading and Unloading of Petroleum Transports

NOTICE IS HEREBY GIVEN that the State of Minnesota, Department of Transportation, is seeking information or opinions from sources outside the agency in preparing to propose the amendment of the rule governing the loading and unloading of petroleum transports. Specifically, the department is considering an amendment to *Minnesota Rules*, part 8850.8050 that would change the driver's obligations during loading and unloading of anhydrous ammonia and propane. The adoption of the rule is authorized by *Minnesota Statutes*, section 221.031, which requires the commissioner of transportation to prescribe rules for the operation of motor carriers.

The State Department of Transportation requests information and opinions concerning the subject matter of the rule. An unofficial proposed draft of the amendment is available upon request. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements or requests should be addressed to:

Ward Briggs
Office of Motor Carrier Safety and Compliance
151 Livestock Exchange Building
100 Stockyard Road
South St. Paul, MN 55075

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CERTIFICATE OF THE

STATE BOARD OF TECHNICAL COLLEGES

AUTHORIZING RESOLUTION FOR RULE WITHOUT A PUBLIC HEARING

I, F. B. Daniel, do hereby certify that I am a member and the President of the State Board of Technical Colleges, 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 Technical Colleges duly and properly called and held on the 8th day of January 1991 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 Chancellor of the State Board of Technical Colleges is hereby granted the authority and directed to sign and to give the Notice of Board's Intent to Adopt a rule without a public hearing governing Postsecondary Vocational Licensure of personnel for administrative licensure rules 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 8th day of January 1991.

F. B. Daniel
President
State Board of Technical Colleges

Attest by one other Board Member

9910ADM

STATE BOARD OF TECHNICAL COLLEGES

In the Matter of the Proposed Adoption of the Rules of the State of Minnesota, State Board of Technical Colleges, Governing Administrative rules, 3700.0910

NOTICE OF INTENT TO ADOPT A RULE WITHOUT A PUBLIC HEARING

(1) Notice is hereby given that the State Board of Technical Colleges 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.

(2) All persons have 30 days until 4:30 p.m., Thursday, September 26, 1991, 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. (3) 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. (4) 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. (6) 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. (7) If a public hearing is required, the agency will proceed pursuant to Minnesota Statutes, Sections 14.131 to 14.20.

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

M. Robert Babcock, Supervisor
State Board of Technical Colleges
314 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: 612-296-1867

Georgia Pomroy, License Revision Specialist
State Board of Technical Colleges
322 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: 612-297-2204

(8) 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.

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

(12) 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 M. Robert Babcock or Georgia Pomroy at the above address and phone, upon request.

(9) 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 M. Robert Babcock or Georgia Pomroy at the above-mentioned address.

Helen Henrie
Helen Henrie, Deputy Chancellor
State Board of Technical Colleges

Date: 8/8/91

20109915.FRM

In the Matter of the Proposed Adoption of the Rule of the State of Minnesota, State Board of Technical Colleges Governing Licensure Criteria: Postsecondary Vocational Technical Education, Minnesota Rules 3700.0910, Administrative Rules

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

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 Technical Colleges rulemaking mailing list is accurate, complete and current as of this 22nd day of August, 1991.

That on the 22nd day of August, 1991, 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 for Administrative Rules 3700.0910, Presidents in Districts Operating a Technical College, 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 22 day of August, 1991.

Barbara M. Peterson

9920.ADM

BARBARA M. PETERSON
NOTARY PUBLIC - MINNESOTA
RAMSEY COUNY
My Commission Expires Oct. 21, 1991

Mailing List for Presidents licensure rule

August 21, 1991

"Rules as Proposed"

1.	Presidents	39
2.	Vice Presidents	51
3.	Customized Training Administrators	29
4.	Permanent Rule Making Mailing List	51
5.	Special Committee Members (see attached)	3
		173
6.	State Board staff (see attached Organizational chart)	17
		190

TITLE	FIRST NAME	LAST NAME	TECHNICAL COLLEGE	ADDRESS	CITY, STATE, ZIP	PHONE
Mr.	Terry	Lemer	Albert Lea Technical College	2200 Tech Drive	Albert Lea, MN 56007	(507) 373-0656
Mr.	Frank	Starke	Alexandria Technical College	1601 Jefferson	Alexandria, MN 56308	(612) 762-0221
Mr.	Dave	Sayre	Anoka Technical College	1355 West Highway 10	Anoka, MN 55303	(612) 427-1880
Mr.	John	Gedker	MN Riverland Tech. College	1900 Eighth Ave. N.W.	Austin, MN 55912	(507) 433-0600
Mr.	Mel	Salberg	Bemidji Technical College	Roosevelt and Grant	Bemidji, MN 56601	(218) 759-3200
Mr.	Craig	Oliver	Brainerd/Staples Reg'l TC	300 Quince	Brainerd, MN 56401	(218) 828-5344
Mr.	David	Schroeder	Dakota County Tech. College	1300 E 145TH ST	Rosemount, MN 55068	(612) 423-8301
Mr.	Dennis	Hopman	Detroit Lakes Tech. College	Highway 34 East	Detroit Lakes, MN 56501	(218) 847-1341
Dr.	Harold	Erickson	Duluth Technical College	2101 Trinity Road	Duluth, MN 55811	(218) 722-2801
Mr.	Jerry	Folstrom	East Grand Forks Tech College	Highway 220 North	East Grand Forks, MN 56721	(218) 773-3443
Dr.	Harold	Hoghaug	Eveleth Technical College	Highway 53	Eveleth, MN 55734	(218) 744-3302
Mr.	Don	Olson	MN Riverland Tech. College	1255 SW Third St.	Faribault, MN 55021	(507) 334-3965
Ms.	Sharon	Grossbach	Hennepin Technical College	9200 Flying Cloud Dr.	Eden Prairie, MN 55344	(612) 944-2222
Dr.	Ronald	Carter	Hennepin Technical College	1820 North Xenium Lane	Plymouth, MN 55441	(612) 559-3535
Mr.	John	Lobben	Hennepin Technical College	1820 North Xenium Lane	Plymouth, MN 55441	(612) 559-3535
Mr.	Marty	Patterson	Hennepin Technical College	9000 Brooklun Blvd.	Brooklyn Park, MN 55445	(612) 425-3800
Mr.	Gerald	Stuhr	Hibbing Technical College	2900 E. Beltline	Hibbing, MN 55746	(218) 262-6688
Mr.	Richard	Lennes	Hutchinson Technical College	Two Century Avenue	Hutchinson, MN 55350	(612) 587-3636
Mr.	John	Votca	Mankato Technical College	1920 Lee Blvd.	Mankato, MN 56001	(507) 625-3441
Mr.	Harvey	Rucker	Minneapolis Technical College	1415 Hennepin Ave.	Minneapolis, MN 55403	(612) 370-9400
Mr.	Nate	Johnson	Moorhead Technical College	1900 28th Ave. South	Moorhead, MN 56560	(218) 236-6277
Dr.	Bill	Warner	Northeast Metro Tech. College	3300 Century Ave. No.	White Bear Lake, MN 55110	(612) 770-2351
Mr.	Eugene	Biever	Pine Technical College	1100 Fourth St.	Pine City, MN 55063	(612) 629-6764
Mr.	Ed	Dunn	Red Wing Technical College	Hwy 58 & Pioneer Road	Red Wing, MN 55066	(612) 388-8271
Mr.	Don	Supalla	MN Riverland Tech. College	1926 College Vw Rd SE	Rochester, MN 55904-8299	(507) 285-8616
Mr.	Marlin	Wacholz	MN Riverland Tech. College	1926 College Vw Rd SE	Rochester, MN 55904-8299	(507) 287-1901
Mr.	Ralph	Knapp	Southwestern Tech. College	Highway 212 West	Granite Falls, MN 56241	(612) 564-4511
Dr.	Larry	Barnhardt	St. Cloud Technical College	1540 Northway Drive	St. Cloud, MN 56303	(612) 252-0101
Dr.	Donovan	Schwichtenberg	St. Paul Technical College	235 Marshall Avenue	St. Paul, MN 55102	(612) 221-1300
Ms.	Sally	Rappe	Brainerd/Staples Reg'l TC	Airport Road	Staples, MN 56479	(218) 894-1168
Dr.	Stanley	Edin	Brainerd/Staples Reg'l TC	Airport Road	Staples, MN 56479	(218) 894-1168
Mr.	Gene	Christiaansen	STC-Canby	1011 First St. West	Canby, MN 56220	(507) 223-7252
Mr.	Richard	Pooley	STC-Granite Falls	Highway 212 West	Granite Falls, MN 56241	(612) 564-4511
Mr.	Dennis	Finstad	STC-Jackson	401 West Street	Jackson, MN 56143	(507) 847-3320
	VACANT		STC-Pipestone	North Hiawatha	Pipestone, MN 56164	(507) 825-5471
Dr.	Orley	Gunderson	Thief River Fls Tech. College	Highway One East	Thief River Falls, MN 56701	(218) 681-5424
Mr.	Lowell	Rasmussen	Wadena Technical College	405 SW Colfax	Wadena, MN 56482	(218) 631-3530
Mr.	Ron	Erpelding	Willmar Technical College	P.O. Box 1097	Willmar, MN 56201	(612) 235-5114
Mr.	Cliff	Korkowski	Winona Technical College	1250 Homer Road	Winona, MN 55987	(507) 454-4600

TITLE	FIRST NAME	LAST NAME	TECHNICAL COLLEGE	ADDRESS	CITY, STATE, ZIP	PHONE
Mr.	Charles	Van Wey	Albert Lea Technical College	2200 Tech Drive	Albert Lea, MN 56007	(507) 373-0656
Mr.	Kevin	Kopischke	Alexandria Technical College	1601 Jefferson	Alexandria, MN 56308	(612) 762-0221
Mr.	Ron	Svedjan	Anoka Technical College	1355 West Highway 10	Anoka, MN 55303	(612) 427-1880
Mr.	John	Drees	MN Riverland Tech. College	1900 Eighth Avenue NW	Austin, MN 55912	(507) 433-0600
Ms.	Mary	Eaton	Bemidji Technical College	905 Grant Ave SE	Bemidji, MN 56601	(218) 751-4137
	VACANT		Brainerd Technical College	300 Quince Street	Brainerd, MN 56401	(218) 828-5344
Mr.	Bob	Jarvi	Dakota County Tech. College	1300 145th Street East	Rosemount, MN 55068	(612) 423-8301
Mr.	Keith	Gilbertson	Detroit Lakes Tech. College	Highway 34 East	Detroit Lakes, MN 56501	(218) 847-1341
Mr.	Rodger	Palmer	Duluth Technical College	2101 Trinity Road	Duluth, MN 55811	(218) 722-2801
Mr.	Galen	Cariveau	East Grand Forks Tech College	Highway 220 North	East Grand Forks, MN 56721	(218) 773-3443
Mr.	George	Walters	Eveleth Technical College	Highway 53	Eveleth, MN 55734	(218) 744-3302
Mr.	Don	Olson	MN Riverland Tech. College	1255 Southwest Third	Faribault, MN 55021	(507) 334-3965
Mr.	Jim	Swanson	Hennepin Technical College	9200 Flying Cloud Dr.	Eden Prairie, MN 55347	(612) 944-2222
Ms.	Shirley	Johnson	Hennepin Technical College	9000 Brooklyn Blvd.	Brooklyn Park, MN 55445	(612) 425-3800
Mr.	Jim	Rossbach	Hennepin Technical College	1820 North Xenium	Minneapolis, MN 55441	(612) 559-3535
Ms.	Charlotte	Skibicki	Hibbing Technical College	2900 East Beltline	Hibbing, MN 55746	(218) 262-6688
Mr.	George	Halonen	Hutchinson Technical College	Two Century Avenue	Hutchinson, MN 55350	(612) 587-3636
Mr.	Dan	Kocer	Mankato Technical College	1920 Lee Boulevard	Mankato, MN 56001	(507) 625-3441
Ms.	Ruth	Schultz	Minneapolis Technical College	1415 Hennepin Avenue	Minneapolis, MN 55403	(612) 370-9400
Ms.	Rose	Andersen	Moorhead Technical College	1900 28th Ave So.	Moorhead, MN 56560	(218) 236-6277
Ms.	Judy	Rodine	Northeast Metro Tech. College	3300 Century Avenue	White Bear Lake, MN 55110	(612) 770-2351
Ms.	Jerelyn	Delak	Pine Technical College	1100 Fourth Street	Pine City, MN 55063	(612) 629-6764
Mr.	David	Anderson	Red Wing Technical College	1826 Pioneer Road	Red Wing, MN 55066	(612) 388-8271
Ms.	Jeanne	Brownback	MN Riverland Tech. College	1926 College View Rd SE	Rochester, MN 55904-8299	(507) 285-8631
Ms.	Jan	Wilson	MN Riverland Tech. College	1926 College View Rd SE	Rochester, MN 55904-8299	(507) 285-8631
Mr.	Doug	Parr	MN Riverland Tech. College	1926 College View Rd SE	Rochester, MN 55904-8299	(507) 285-8631
Mr.	Bob	Larson	St. Cloud Technical College	1540 Northway Drive	St. Cloud, MN 56303	(612) 252-0101
Ms.	Linda	Thedens	St. Paul Technical College	235 Marshall Ave	St. Paul, MN 55102	(612) 221-1330
Mr.	Ray	Gildow	Staples Technical College	Airport Road	Staples, MN 56479	(218) 894-1168
Mr.	Roger	Fransen	STC-Canby	1011 First Street W	Canby, MN 56220	(507) 223-7252
Ms.	Carolyn	Fransen	STC-Canby	1011 First Street W	Canby, MN 56220	(507) 223-7252
Ms.	Carol	Rikke	STC-Granite Falls	Highway 212 West	Granite Falls, MN 56241	(612) 564-4511
Mr.	Harlan	Lidke	STC-Jackson	401 West Street	Jackson, MN 56143	(507) 847-3320
Mr.	Larry	Schemmel	STC-Pipestone	North Hiawatha	Pipestone, MN 56164	(507) 825-5471
Mr.	Bob	Bollesen	Thief River Fls Tech College	Highway One East	Thief River Falls, MN 56701	(218) 681-5424
Mr.	Jerry	Neff	No Cen Partnership/Wadena TC	405 Colfax Ave SW	Wadena, MN 56482	(218) 631-3530
Mr.	Jim	Baymler	Wadena Technical College	405 Colfax Ave SW	Wadena, MN 56482	(218) 631-3530
Mr.	Roger	Iverson	Willmar Technical College	Box 1097	Willmar, MN 56201	(612) 235-5114
Mr.	Ken	Maddux	Winona Technical College	1250 Homer Road	Winona, MN 55987	(507) 454-4600

29
28

TITLE	FIRST NAME	LAST NAME	TECHNICAL COLLEGE	ADDRESS	CITY, STATE, ZIP	PHONE
Mr.	Darrel	Schwartz	Albert Lea Technical College	2200 Tech Drive	Albert Lea, MN 56007	(507) 373-0656
Mr.	Donald	Bluhm	Alexandria Technical College	1601 Jefferson	Alexandria, MN 56308	(612) 762-0221
Mr.	John	Phillips	Alexandria Technical College	1601 Jefferson	Alexandria, MN 56308	(612) 762-0221
Mr.	Larry	Shellito	Alexandria Technical College	1601 Jefferson	Alexandria, MN 56308	(612) 762-0221
Mr.	Douglas	Derr	Anoka Technical College	1355 West Hwy 10	Anoka, MN 55303	(612) 427-1880
Ms.	Gerrie	Driessen	Anoka Technical College	1355 West Hwy 10	Anoka, MN 55303	(612) 427-1880
Mr.	Ron	Svedjan	Anoka Technical College	1355 West Hwy 10	Anoka, MN 55303	(612) 427-1880
Mr.	Barry	Baker	MN Riverland Tech. College	1900 8th Ave NW	Austin, MN 55912	(507) 433-0600
Mr.	Rick	Casey	MN Riverland Tech. College	1900 8th Ave NW	Austin, MN 55912	(507) 433-0600
Mr.	John	Gedker	MN Riverland Tech. College	1900 8th Ave NW	Austin, MN 55912	(507) 433-0600
Mrs	Jane	Rosenberg	MN Riverland Tech. College	1900 8th Ave NW	Austin, MN 55912	(507) 433-0600
Mr.	Tom	Langan	Bemidji Technical College	Roosevelt & Grant	Bemidji, MN 56601	(218) 751-4137
Mr.	Dennis	Sullivan	Bemidji Technical College	Roosevelt & Grant	Bemidji, MN 56601	(218) 751-4137
Dr.	Harold	Erickson	Brainerd Technical College	300 Quince	Brainerd, MN 56401	(218) 828-5344
Mr.	Kevin	Kopischke	Brainerd Technical College	300 Quince	Brainerd, MN 56401	(218) 828-5344
Ms.	Dorothy	Dodds	Dakota County Tech. College	1300 E 145th St	Rosemount, MN 55068	(612) 423-8301
Mr.	Bob	Jarvi	Dakota County Tech. College	1300 E 145th St	Rosemount, MN 55068	(612) 423-8301
Mr.	Jerry	Johnson	Dakota County Tech. College	1300 E 145th St	Rosemount, MN 55068	(612) 423-8301
Mr.	Robert	Dobrenksi	Detroit Lakes Tech. College	Highway 34 East	Detroit Lakes, MN 56501	(218) 847-1341
Mr.	Doyle	Cossin	Duluth Technical College	2101 Trinity Road	Duluth, MN 55811	(218) 722-2801
Ms.	Judy	Neppel	East Grand Forks Tech College	Highway 220 No	East Grand Forks, MN 56721	(218) 773-3443
Mr.	Joe	Dennie	Eveleth Technical College	Highway 53	Eveleth, MN 55734	(218) 744-3302
Mr.	Donald T.	Olson	MN Riverland Tech. College	1255 SW Third St	Faribault, MN 55021	(507) 334-3965
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Mr.	George	Halonen	Hutchinson Technical College	Two Century Avenue	Hutchinson, MN 55350	(612) 587-3636
Mr.	Ronald	Jonas	Hutchinson Technical College	Two Century Avenue	Hutchinson, MN 55350	(612) 587-3636
Mr.	Duane	Bucholz	Mankato Technical College	1920 Lee Blvd	Mankato, MN 56001	(507) 625-3441
Mr.	Les	Schneider	Mankato Technical College	1920 Lee Blvd	Mankato, MN 56001	(507) 625-3441
Dr.	Mary	Charles	Minneapolis Technical College	1415 Hennepin Ave	Minneapolis, MN 55403	(612) 370-9400
Mr.	Joe	Zetah	Minneapolis Technical College	1415 Hennpine Ave	Minneapolis, MN 55403	(612) 370-9400
Mr.	Paul	Molick	Moorhead Technical College	1900 28th Ave So	Moorhead, MN 56560	(218) 236-6277
Mr.	Fred	Boggs	Northeast Metro Tech. College	3300 Century Ave	White Bear Lake, MN 55110	(612) 770-2351
Mr.	Earl	Brunberg	Northeast Metro Tech. College	3300 Century Ave	White Bear Lake, MN 55110	(612) 770-2351
Mr.	Chuck	Devore	Northeast Metro Tech. College	3300 Century Ave	White Bear Lake, MN 55110	(612) 770-2351
Mr.	Jeff	Larson	Northeast Metro Tech. College	3300 Century Ave	White Bear Lake, MN 55110	(612) 770-2351
Ms.	Judy	Rodine	Northeast Metro Tech. College	3300 Century Ave	White Bear Lake, MN 55110	(612) 770-2351
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Mr.	Garland	Kotek	Pine Technical College	1100 Fourth St.	Pine City, MN 55063	(612) 629-6764
Mr.	Ed	Dunn	Red Wing Technical College	Hwy 58 & Pioneer Rd	Red Wing, MN 55066	(612) 388-8271
Mr.	Don	Supalla	MN Riverland Tech. College	1926 College View Rd E	Rochester, MN 55904-8299	(507) 285-8631
Ms.	Dorothy	Bray	St. Cloud Technical College	1540 Northway Dr	St. Cloud, MN 56303	(612) 252-0101
Mr.	Robert	Larson	St. Cloud Technical College	1540 Northway Dr	St. Cloud, MN 56303	(612) 252-0101
Mr.	Fred	Town	St. Cloud Technical College	1540 Northway Dr	St. Cloud, MN 56303	(612) 252-0101
Mr.	Milo	Loken	St. Paul Technical College	235 Marshall Ave	St. Paul, MN 55102	(612) 221-1300
Mr.	Peter	Merila	St. Paul Technical College	235 Marshall Ave	St. Paul, MN 55102	(612) 221-1300
Ms.	Linda	Thedens	St. Paul Technical College	235 Marshall Ave	St. Paul, MN 55102	(612) 221-1300
Mr.	Bruce	Nelsen	Staples Technical College	Airport Road	Staples, MN 56479	(218) 894-1168
Mr.	Vern	Treat	Thief River Fls Tech College	Highway One East	Thief River Falls, MN 56701	(218) 681-5424
Mr.	Jim	Baymler	Wadena Technical College	405 SW Colfax Ave	Wadena, MN 56482	(218) 631-3530
Mr.	Kenneth	Carlson	Wadena Technical College	405 SW Colfax Ave	Wadena, MN 56482	(218) 631-3530
Mr.	Roger	Iverson	Willmar Technical College	PO Box 1097	Willmar, MN 56202	(612) 235-5114
Mr.	George	Lapatka	Willmar Technical College	PO Box 1097	Willmar, MN 56202	(612) 235-5114
Mr.	Jim	Johnson	Winona Technical College	1250 Homer Road	Winona, MN 55987	(507) 454-4600

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Mailing to Rule Making List
T.C. Adm (all) Pres
Agency Adm (all) VP
Cust Trng.

ADMINISTRATIVE COMMITTEE

Gene Biever, President
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Customized Administrator dup.
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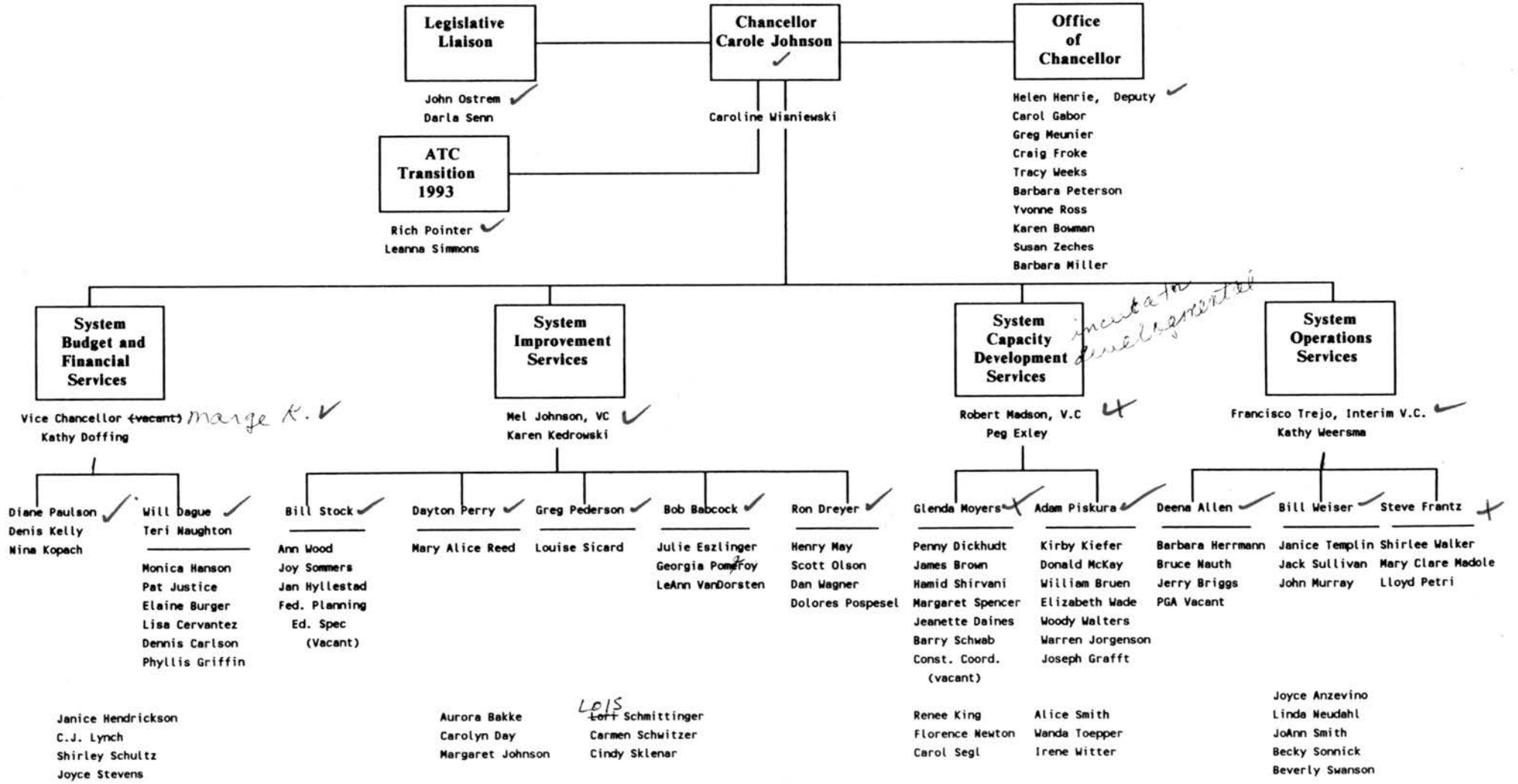
June 27, 1991

MINNESOTA STATE BOARD OF TECHNICAL COLLEGES
Minnesota Technical College System
Minnesota Technical College System Central Office



May 1, 1990
Rule Making Mailing List for
people to comment on
proposed rules and adopted rules

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St. Paul Tech Coll - Room 309
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5/10/91 - SBVTE STAFF WHO WANT TO BE ON LIST FOR RECEIVING RULES IN RULE-MAKING PROCESS

Jan Hyllested

Glenda Moyers

Bob Madson

~~JoAnn Akemannchein~~

Steve Frantz

Julie Engleinger-Jensen
~~Judy McGilvroy~~

Georgia Pomroy

LeAnn VanDorsten

Cindy Sklenar

Jeanette Daines

Georgia pg. 438

The Minnesota

State Register

Department of Administration—Print Communications Division



Rules edition
Published every Monday
(Tuesday if Monday is a holiday)

Monday 26 August 1991

Volume 16, Number 9

Pages 417-468

C. A census tract is a priority C if the upper and lower confidence level values for soil lead, within a 95 percent confidence interval, exceed 300 parts per million.

D. A census tract is a priority D if the upper confidence level value for soil lead, within a 95 percent confidence interval, exceeds 300 parts per million.

Subp. 5. **Individual residences and playgrounds within a census tract.** A residence or playground within a census tract that meets the criteria for a priority one or a priority two site must be prioritized as a priority one or a priority two site.

Subp. 6. **Ranking.** A site must be ranked at the highest priority for which it qualifies, whether the site is a residence or a playground or a census tract.

4760.0530 ABATEMENT PRIORITY LIST.

Subpart 1. **Distributing authority.** A distributing authority shall prepare an abatement priority list that ranks known sites within the distributing authority's jurisdiction according to the priorities established in part 4760.0520. The abatement list shall list those known residences and playgrounds that are priority one or priority two and those known census tracts as priority 3A, 3B, 3C, or 3D. The abatement list shall be prepared before the distributing authority uses public funds to abate any site.

Subp. 2. **Amendment of list.** A distributing authority may at any time amend its abatement priority list. A distributing authority shall add additional sites to its abatement priority list at any time that information becomes available identifying new sites.

Subp. 3. **Additional sampling.** A distributing authority may elect to take additional samples before prioritizing a residence or playground or a census tract. The distributing authority shall consider all sample results that the authority considers reliable in making a decision on the proper priority ranking for a particular residence or playground or census tract.

4760.0540 RESPONSE ACTION.

Subpart 1. **Use of public funds.** No distributing authority shall authorize public funds for abatement until the authority has prepared an abatement priority list. Public funds shall be used for abatement in order of priority established by the abatement priority list.

Subp. 2. **Additional abatement.** Nothing in parts 4760.0500 to 4760.0540 shall be construed to preclude any person from abating any site, regardless of priority, if the person pays for the abatement without the use of public funds or if the soil abatement is part of a publicly funded abatement project that is not strictly limited to soil lead abatement.

Subp. 3. **Abatement not required.** Parts 4760.0500 to 4760.0540 do not require:

A. any person to abate any site at that person's expense; or

B. a distributing authority to abate any site that does not exceed the soil lead standard of 300 parts per million.

Subp. 4. **Abatement procedures.** A person who undertakes abatement of a site contaminated with lead shall follow the abatement procedures in chapter 4760.

Technical Colleges Board

Proposed Permanent Rules Relating to President's License

Notice of Intent to Adopt a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the State Board of Technical Colleges 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., Thursday, September 26, 1991, 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:

M. Robert Babcock,
Supervisor
State Board of Technical Colleges
314 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: 612-296-1867

Georgia Pomroy, License Revision
Specialist
State Board of Technical Colleges
322 Capitol Square Building
550 Cedar Street
St. Paul, MN 55101
Telephone: 612-297-2204

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 desribes 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 M. Robert Babcock 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 M. Robert Babcock or Georgia Pomroy at the above-mentioned address.

Helen Henrie, Deputy Chancellor
State Board of Technical Colleges

Rules as Proposed (all new material)

3700.0910 PRESIDENTS IN DISTRICTS OPERATING A TECHNICAL COLLEGE.

Subpart 1. **Must have a president.** A district designated and approved by the state Board of Technical Colleges to operate a technical college shall employ a president who shall have a president's license.

Subp. 2. **President's responsibilities.** A president:

A. Internally:

(1) recommends and implements college policy in accordance with governing laws and policy;

(2) plans according to regional/state needs to meet the goals of the technical college system;

(3) directs evaluation to meet state, regional, and national accreditation standards;

(4) manages the identification and planning of current and future program majors;

(5) directs all human resource activity;

(6) directs student developmental services;

(7) manages college finances; and

(8) directs implementation of marketing plans.

B. Externally:

(1) directs, develops, and maintains liaisons with business, labor, higher education, secondary education, and external agencies; and

(2) directs implementation of marketing plans.

Subp. 3. **Licensure requirement.** An applicant for a license as a technical college president must meet the following requirements:

A. Education:

(1) master's degree or higher from an accredited college; and

(2) six quarter credits or 90 clock hours in the following subjects: effective supervision and management and strategic planning.

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.

B. 8,000 hours of administrative, supervisory, or managerial level experience in education, business, industry, government, or social service agencies. Three thousand of the 8,000 hours must be experienced within five years before applying for a license.

C. 2,000 hours of occupational experience outside education without regard to recency.

D. Six quarter credits in philosophy of vocational education and education law for the first two-year renewal.

CONVERSION. On the effective date of part 3700.0910 the license of a holder of a technical college president's license converts to the license described in part 3700.0910.

OVERLAP PERIOD; REPEALER. For one year after the date part 3700.0910 is effective, part 3700.0901 continues to apply to the application, qualification, or criteria for initial licensure of technical college president. When both procedures apply, an applicant may proceed under either procedure.

The day after the year is over, part 3700.0901 is repealed. Then an applicant may only proceed under part 3700.0910.

Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. §14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. §14.33 and upon the approval of the Revisor of Statutes as specified in §14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under §14.18.

Higher Education Coordinating Board

Adopted Permanent Rules Relating to Part-Time Grant Program

The rules proposed and published at *State Register*, Volume 15, Number 41, pages 2220-2223, April 8, 1991 (15 SR 2220) are adopted with the following modifications:

Rules as Adopted

4830.1552 APPLICATION AND DISTRIBUTION OF FUNDS FOR GRANTS.

Subpart 1. **Allocation formula.** The executive director shall allocate funds to each school according to the following formula:

C. Each January, the executive director shall allocate the remaining ten percent of the total part-time grant allocation according to the same formula.

"Number of part-time students" means the sum of all enrolled resident, extension, and unclassified part-time students, who are Minnesota residents, and are reported to the board for its annual enrollment survey as lower division, upper division, and vocational students in the fall term of the school year.

"Registration level" is the number of credits (or an equivalent measure) taken by part-time students in the fall term of the school year as reported to the board for its annual enrollment survey, divided by 12 credits (or an equivalent measure) until June 30, 1992. Beginning July 1, 1992, the annual enrollment survey will be divided by 15 credits (or an equivalent measure).

4830.1553 DETERMINATION OF ELIGIBILITY.

A school shall determine if a student is eligible for a part-time student grant. To be eligible a student must be an eligible student as defined in part 4830.0100, subpart 5, items A, B, C, E, F, and G. The student must be pursuing course work applicable to a degree, diploma, or certificate and be enrolled either less than half-time ~~as defined by the board~~, or as a new or returning student enrolled at least half-time but less than full-time ~~as defined by the board~~. Through June 30, 1992, the student must be registered for at least 1/12 of the full-time enrollment level ~~as defined by the school~~. Beginning July 1, 1992, the student must be registered for at least 3/15 of the full-time enrollment level.

4830.1554 AWARDS.

Subp. 4. **Award amount.** A school shall award a grant for a single academic term to each eligible student, to the extent allocated

CERTIFICATE OF THE STATE OF MINNESOTA
STATE BOARD OF TECHNICAL COLLEGES

AUTHORIZING RESOLUTION FOR ADOPTION OF A RULE WITHOUT A PUBLIC HEARING

I, F. B. Daniel, do hereby certify that I am a member and the President of the State Board of Technical Colleges, a Board duly authorized under correct copy of a resolution adopted at a meeting of the State Board of Technical Colleges, duly and properly called and held on the 15th day of October, 1991, 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 administrative rules 3700.0910 Presidents in Districts Operating a Technical College; Conversion; Overlap Period; Repealer are approved and adopted, pursuant to authority vested in the State Board of Technical Colleges by Minnesota Statutes 136C.04, Subdivision 9. Helen Henrie, the Deputy Chancellor of the State Board of Technical Colleges, 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 15th day of October, 1991.

F. B. Daniel
Officer of the Board

Attest by one other Board member

9925.ADM

STATE OF MINNESOTA
STATE BOARD OF TECHNICAL COLLEGES

In the Matter of the Proposed Adoption of the Rule of the State of Minnesota Governing Postsecondary Vocational Teaching Licensure, rules for 3700.0910 Presidents in Districts Operating a Technical College; Conversion; Overlap Period; Repealer.	FINDINGS OF FACT, CONCLUSIONS, AND ORDER ADOPTING RULE WITHOUT PUBLIC HEARING

(1) Notice of the State Board of Technical Colleges intent to adopt the above-entitled rule was published in the *State Register* on August 26, 1991, 1991, 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 August 22, 1991. (2) 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.

(4) All persons were given the opportunity to submit comment on the rule for 30 days after notice of the proposed rulemaking. (5) No requests for a public hearing on the rule were received by the agency. One comment was received regarding the proposed rule.

(7) No requests for notice of 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. (8)

(9) NOW, THEREFORE, IT IS ORDERED that the rules identified as Postsecondary Vocational Teaching Licenses, 3700.0910 Presidents in Districts Operating a Technical College; Conversion, Overlap Period; Repealer are adopted this 21st day of October, 1991, pursuant to authority vested in the State Board of Technical Colleges by Minnesota Statutes, section 136C.04, Subdivision 9.

Helen Henrie 10/24/91
Helen Henrie Date
Deputy Chancellor
State Board of Technical Colleges

9930.ADM

STATE OF MINNESOTA
STATE BOARD OF TECHNICAL COLLEGES

In the Matter of the Proposed Adoption of the Rule of the State of Minnesota Governing Postsecondary Vocational Teaching Licensure, rules for 3700.0910 Presidents in Districts Operating a Technical College; Conversion; Overlap Period; Repealer.

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

Notice of the State Board of Technical Colleges intent to adopt the above-entitled rule was published in the *State Register* on August 26, 1991, 1991, 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 August 22, 1991. 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.

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No requests for notice of submission to the Attorney General were received by the agency.

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Helen Henrie 10/24/91

Helen Henrie Date
Deputy Chancellor
State Board of Technical Colleges

9930.ADM

September 12, 1991

Mr. George LaPatka
Vice President/Academic Affairs
Willmar Technical College
2101 15th Avenue NW
PO Box 1097
Willmar, MN 56201

Dear Mr. LaPatka:

Your letter dated September 4, 1991, to M. Robert Babcock, Supervisor, State Board of Technical College, regarding the President's license was forwarded to my office for response.

The issue regarding experience in teaching within a technical college was one carefully considered, since the previously revised President's license did include technical college experience and certainly was appropriate considering our many colleges.

However, as we move to larger administrative units and/or large campuses the rationale was that the Presidents of these units would be increasingly involved with overall administration and management of a large organization and not "hands on" or day-to-day college operations.

It was felt individuals would interface more directly with the community, business and industry than in the past. Assessment of current and future community needs, the ability to confront difficult choices and commitment to the technical college system were all determined as important.

The intent was to emphasize strength in overall administrative and management areas to allow a wider range of possible candidates and not eliminate leaders from the business and industrial world outside vocational education.

There also was no intent to negate an administrative leader from within our or other educational systems, and such an experience could only add to the candidate's credentials.

The need to hire someone with experience in teaching students with vocational technical education could be determined dependent on the responsibilities of the President at specific technical college sites. Hopefully, the broader license would allow more flexibility at the local level to determine their needs.

You make an important point regarding experience teaching students vocational technical education. If the President becomes more of an overall administrator, the Vice President's role is even more critical in this area. In view of the changes occurring in our system and the proposed President's license, perhaps we need to evaluate the existing Vice President's license as well.

Thank you for you observation and comments. We need your input to develop rules reflective of system changes but still meeting college needs.

Please call if you have additional comments or concerns. My new number is 612-297-2204.

Sincerely,

Georgia Pomroy

Georgia Pomroy - License Revision Specialist

GP:lrv
LAPATKA

cc: M. Robert Babcock

WILLMAR TECHNICAL COLLEGE
2101 15th Avenue NW
P.O. Box 1097
Willmar, Minnesota 56201

Telephone: (612) 235-5114 • FAX: 235-0601

September 4, 1991

Mr. Robert Babcock, Supervisor
State Board of Technical Colleges
Capitol Square Building
550 Cedar Street
St. Paul, MN 55101

Dear Mr. Babcock:

I'm writing regarding the Notice of Proposed Adoption of Permanent Rules, 3700.0910, Presidents in Districts Operating a Technical College.

I would suggest the following:

Proposed addition to the President's license revision: Subp. 3 Add Paragraph E. "The applicant must have taught at least one year or equivalent to 48 credits in a Technical College."

Rationale: Since teaching students vocational-technical education is what Technical Colleges are supposed to be about, wouldn't it be wise to require that a president of a Technical College be required to have taught in one or worked in one?

Thank you for your consideration in this matter.

Sincerely,

George LaPatka

George LaPatka
Vice President/Academic Affairs

GL:hh

In the Matter of the Adoption of the Rule of the State Board of Technical Colleges Governing 3700.0910 Presidents in Districts Operating a Technical College; Conversion; Overlap Period; Repealer.

DECLARATION OF COUNSEL

I, CHARLES T. MOTTL, 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.

Charles T. Mottl
Assistant Attorney General

Dated: 10/25/91

20109935.FRM

Office of the Revisor of Statutes

Administrative Rules

Richard J. Sands
Senior Assistant Revisor
296-2798

700 State Office Building
100 Constitution Avenue
St. Paul, MN 55155-1297

August 1, 1991

Ms. Georgia Pomroy
Technical Colleges Board
First Floor
Capitol Square Building
St. Paul, MN 55101

RE: File No. 1898

Dear Ms. Pomroy:

I am enclosing six copies of your rules, approved as to form. Please submit two copies to the State Register for publication.

If you have any questions, please call me.

Very truly yours,

Richard J. Sands

Technical Colleges Board

Proposed Permanent Rules Relating to President's License

Rules as Proposed (all new material)

3700.0910 PRESIDENTS IN DISTRICTS OPERATING A TECHNICAL COLLEGE.

Subpart 1. **Must have a president.** A district designated and approved by the state Board of Technical Colleges to operate a technical college shall employ a president who shall have a president's license.

Subp. 2. **President's responsibilities.** A president:

A. Internally:

(1) recommends and implements college policy in accordance with governing laws and policy;

(2) plans according to regional/state needs to meet the goals of the technical college system;

(3) directs evaluation to meet state, regional, and national accreditation standards;

(4) manages the identification and planning of current and future program majors;

(5) directs all human resource activity;

(6) directs student developmental services;

(7) manages college finances; and

(8) directs implementation of marketing plans.

B. Externally:

(1) directs, develops, and maintains liaisons with business, labor, higher education, secondary education, and external agencies; and

(2) directs implementation of marketing plans.

Subp. 3. **Licensure requirement.** An applicant for a license as a technical college president must meet the following requirements:

A. Education:

(1) master's degree or higher from an accredited college; and

Approved by Revisor

(2) six quarter credits or 90 clock hours in the following subjects: effective supervision and management and strategic planning.

B. 8,000 hours of administrative, supervisory, or managerial level experience in education, business, industry, government, or social service agencies. Three thousand of the 8,000 hours must be experienced within five years before applying for a license.

C. 2,000 hours of occupational experience outside education without regard to recency.

D. Six quarter credits in philosophy of vocational education and education law for the first two-year renewal.

CONVERSION. On the effective date of part 3700.0910 the license of a holder of a technical college president's license converts to the license described in part 3700.0910.

OVERLAP PERIOD; REPEALER. For one year after the date part 3700.0910 is effective, part 3700.0901 continues to apply to the application, qualification, or criteria for initial licensure of technical college president. When both procedures apply, an applicant may proceed under either procedure.

The day after the year is over, part 3700.0901 is repealed. Then an applicant may only proceed under part 3700.0910.

Approved
by Revisor _____

Office of the Revisor of Statutes

Administrative Rules

TITLE: Proposed Permanent Rules Relating to President's License

AGENCY: Technical Colleges Board

MINNESOTA RULES: Chapter 3700

The attached rules are approved for publication in the State Register

Richard J.Sands
Senior Assistant Revisor

Technical Colleges Board

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MJM 11/4/91

RULE REVIEW CHECKLIST

File No. 1864
DATE RECEIVED 10-29-91
REVIEW DATE 11/7/91
DUE DATE 11/12/91
(DIS)APPROVED
WITHDRAWN

Docket No. OS 0009 0831
ADOPTED W/O HEARING
EMERGENCY RULE
TO REVISOR ON 11/4/91
REVISOR (DIS)APPROVED
FILED W/SEC. OF STATE 11-14-91
RETURNED TO AGENCY 11-14-91

✓ Rule as adopted (4 copies)

✓ Notice to Solicit Outside Information/Opinion (if applicable)
Jan 7, 1991 Date published in State Register
Comments

Petition for Adoption of a Rule

✓ Board's Authorizing Resolution
Jan 8, 1991 Date adopted

✓ Proposed Rule
✓ Revisor's Certificate

✓ Notice of Intent to Adopt Rule
136C.04 subd 9 Statutory Authority
no statement Small Business Statement
NA Expenditure of public money statement
8-8-91 Signature

Statement of Need and Reasonableness (if applicable)
Small Business Statement
Fees - § 16A.128

✓ Affidavit of Mailing Notice of Intent to Adopt Rule
August 22, 1991 Dated (30)/25 days before adoption
✓ Notice attached indicates it is attached
Copy of rule or summary attached

✓ Publication in State Register
August 26, 1991 Date (30)/25 days before adoption

✓ 180-day deadline from: not mandatory
Effective date of law requiring rule
(14.12) (both rules) amendments don't apply
✓ end of ~~comment period~~ (§ 14.26) (rules without hearing)
effective date of statutory authority (§ 14.29) (emergency rules)

✓ Resolution Adopting
Oct 15, 1991 Date adopted

✓ Findings of Fact, Conclusions & Order Adopting
10-21-91 Date

✓ Written Requests, Submissions or Comments

✓ Declaration of Attorney
Chuck Mottl Name of SAAG representing agency

N/A Notice of Submission to Attorney General (if applicable)

N/A Affidavit of Mailing Notice to Attorney General (if applicable)

DEPARTMENT: Office of the Attorney General **STATE OF MINNESOTA**

OFFICE MEMORANDUM

DATE: November 14, 1991

TO: GEORGIA POMROY
State Board of Technical Colleges
100 Capitol Square Building
550 Cedar Street
St. Paul

FROM: MARY JO MURRAY
Special Assistant Attorney General
525 Park Street, Suite 500 (55103)

PHONE: 296-3258

SUBJECT: In the Matter of the Adopted Rule Relating to President's License

The above-referenced rule has been approved as to its legality by the Attorney General on November 12, 1991.

Enclosed is your 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, submissions or comments along with any extra copies of documents which you submitted to the Attorney General.

Your next step is to arrange for publication of the Notice of Adoption in the State Register. In a day or two, you should receive from the Revisor's Office three copies of the notice of adoption of your rule. You should submit two copies of the Notice of Adoption to the State Register for publication. A permanent rule without a hearing does not become effective until five days after a notice of adoption is published in the State Register in accordance 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.

MJM:jj
Enclosures
cc: Charles T. Mottl
William Brown, Chief Judge
MaryAnn Hruby

Technical Colleges Board

Adopted Permanent Rules Relating to President's License

Rules as Adopted

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APPROVED AS TO FORM AND LEGALITY
11 12 1991
HUBERT H. HUMPHREY, III
ATTORNEY GENERAL
BY
SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
NOV 14 1991
Joan Anderson Growe
Secretary of State

9:30 AM
PB

136C.04 subd 9

The state board may adopt rules under chapter 14 for licensure of teaching, support, and supervisory personnel in post-secondary and adult vocation education.

end of comment period stated as Sept 26, 1991

Statement of Need and Reasonableness

3700.0910 subd 2 A. - evidently this was just moved so they felt no need to justify it - I think they should have stated that it was already justified or something

no justification for Conversion or Overlap period. ~~No one is going to know~~ It is going to be difficult for people to know when this rule is effective - I think it would have been better to put a date in the rule than leaving it unknown people have to know that the rule is effective five working days after it is published.

True! but this is T.C. + GP.