

CHAPTER 3515

STATE BOARD OF EDUCATION

LICENSURE; TECHNICAL COLLEGES

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3515.0800 [Renumbered 3700.1595]

3515.0900 [Repealed, 16 SR 249]

3515.1000 [Repealed, 16 SR 249]

3515.1300 ALTERNATE FORMS OF OCCUPATIONAL EXPERIENCE.

[For text of subps 1 to 4, see M.R.]

Subp. 5. **Military experience.** Occupational experience in the military, as verified by a United States Department of Defense DD Form 214, directly related to the area of licensure sought must be accepted for the total occupational experience required for technical college licensure.

[For text of subps 6 and 7, see M.R.]

Statutory Authority: *MS s 125.185; 136C.04*

History: *16 SR 2732*

3515.5050 [Repealed, 16 SR 1128]

3515.5500 PERSONNEL WHO SHALL BE LICENSED

[For text of subps 1 to 9, see M.R.]

Subp. 10. [Repealed, 16 SR 136]

[For text of subp 11, see M.R.]

Statutory Authority: *MS s 136C.04*

History: *16 SR 136*

NOTE: Part 3515 9942 no longer applies to a new license for interpreter for the deaf/hearing impaired. See part 3700 1060. A person with a license for interpreter for the deaf/hearing impaired, previously issued under parts 3515 5500, subpart 9, and 3515 9942, who is using the license may keep and renew the license under those parts as long as the person remains employed by the person's employer on July 29, 1991.

3515.5700 QUALIFICATION FOR LICENSURE.

An applicant shall meet the requirements set forth in parts 3515.5700 to 3515.7200, and the general provisions and procedure for licensure of instructional and supportive personnel except when superseded by the provisions of parts 3515.5700 to 3515.7200.

Statutory Authority: *MS s 121.11; 125.185; 136C.04*

History: *13 SR 2221; 16 SR 1128*

3515.5900 CONSULTANTS.

Subpart 1. **Use of consultants.** Consultants (specialists, guest speakers,

resource personnel, etc.) who are recognized authorities in the topics under consideration may be used for special assignments.

Subp. 2. Licensure requirement. Any person holding a position as a consultant shall be licensed pursuant to parts 3515.5700 to 3515.7200 when responsible for conducting a portion of the sessions of a class that is directed by a qualified full-time instructor.

Subp. 3. Licensure criteria. Secondary and postsecondary programs: a consultant shall be licensed as an instructor pursuant to these rules when the consultant will provide services exceeding 30 clock hours per learning unit, or the consultant will provide services exceeding 60 clock hours per year. Adult programs: a consultant shall be licensed as an instructor pursuant to these rules to be eligible for aid payments pursuant to part 3505.9300, subpart 6.

Statutory Authority: *MS s 121.11; 125.185; 136C.04*

History: *13 SR 2221; 16 SR 1128*

3515.6000 [Repealed, 13 SR 2221; 16 SR 1128]

3515.6005 POSTSECONDARY RELATED SUBJECTS INSTRUCTOR.

Subpart 1. Licensure requirement. A person holding a position as a postsecondary related subjects instructor must be licensed under part 3515.5700 and this part when responsible for instructing students in foundational areas or occupational personal development areas in cooperation with instructional personnel in major occupational areas.

Subp. 2. Licensure criteria for foundational areas (mathematics, science, communications). An applicant:

A. must be a graduate of an accredited college with a four-year degree, including a major in the area of licensure to be taught, or the equivalent, as verified by a teacher education institution that grants such degrees;

B. shall have completed 4,000 hours of occupational experience in an area other than education; and

C. shall meet the requirements of the postsecondary vocational teacher education sequence in parts 3515.1400 to 3515.2000.

Subp. 3. Recency exemption. When applying for this license, an applicant who qualifies under subpart 2 and who is currently licensed and practicing as a postsecondary technical college instructor in an occupational continuous program or continuous general studies area need not comply with the recency requirement listed in the special needs licensure chart in parts 3515.9940 to 3515.9942 and the recency requirement in part 3515.0100, subpart 25.

Subp. 4. License criteria for occupational personal development (for example, job seeking, interviewing, personal dynamics). Option one: An applicant:

A. shall be a graduate of an accredited college with a four-year degree, including a major in the area of licensure to be taught (for example, industrial relations, personnel management, employment counseling, business administration), or the equivalent, as verified by an institution that grants such degrees;

B. shall have completed 4,000 hours of occupational experience in an area other than education; and

C. shall meet the requirements of the postsecondary vocational teacher education sequence in parts 3515.1400 to 3515.2000.

Option two: An applicant shall have completed 8,000 hours of occupational experience in an area related to occupational personal development other than education, and shall meet the requirements of the postsecondary vocational teacher education sequence in parts 3515.1400 to 3515.2000.

Statutory Authority: *MS s 136C.04*

History: *16 SR 1128*

3515.6100 CHILDHOOD EDUCATION INSTRUCTOR.

Subpart 1. Licensure requirement. Any person holding a position as a childhood education instructor shall be licensed pursuant to parts 3515.5700 to 3515.7200 when responsible for any of the following activities:

A. establishing and directing a learning and/or care center for children (infants through age 12) in a technical institute or an adult vocational program; or

B. assisting a secondary vocational teacher of child care guidance and education in the instructional program.

Subp. 2. Licensure criteria. Option one: An applicant shall hold a postsecondary certificate from a child development assistant training program (minimum of 1,080 hours), and shall have completed 1,560 hours of occupational experience as a child care assistant.

Option two: An applicant shall be a graduate of an approved college with a four year degree, including a major related to the area of licensure appropriate for the age level to be taught.

Option three: An applicant shall comply with the competency requirements for child development associate certification.

Subp. 3. Human relations requirement. All licensed childhood education personnel shall comply with the human relations requirement set forth in part 3515.2100.

Subp. 4. Waiver. The philosophy of vocational education requirement shall be waived.

Statutory Authority: *MS s 121.11; 125.185; 136C.04*

History: *L 1987 c 258 s 12; 13 SR 2221; 16 SR 1128*

3515.6200 CHILDHOOD EDUCATION AIDE.

Subpart 1. Licensure requirement. Any person holding a position as a childhood education aide shall be licensed pursuant to parts 3515.5700 to 3515.7200 when responsible for any of the following activities: assisting a preschool instructor or a vocational child care instructor in a technical institute or an adult vocational program, or assisting a vocational child care instructor responsible for both a secondary vocational child care guidance and education program.

Subp. 2. Licensure criteria. Option one: An applicant shall have completed a high school vocational training program in child care guidance and education.

Option two: An applicant shall have completed 1,200 hours of occupational experience in a related field.

Subp. 3. Human relations requirement. All licensed childhood education personnel shall comply with the human relations requirement set forth in part 3515.2100.

Subp. 4. Waiver. The philosophy of vocational education requirement shall be waived.

Statutory Authority: *MS s 121.11; 125.185; 136C.04*

History: *L 1987 c 258 s 12; 13 SR 2221; 16 SR 1128*

3515.6700 STUDENT PERSONNEL SERVICES SPECIALIST.

Subpart 1. Licensure requirement. Any person holding a position as a student personnel services specialist shall be licensed pursuant to parts 3515.5700 to 3515.7200 when responsible for any of the following activities:

A. providing services assisting students to successfully move into and out of a technical institute or center, and make progress while so enrolled;

B. providing services to students and parents relative to the area(s) of occupational and educational information, appraisal, orientation, housing, financial aids, student activities, or student accounting; and

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C. working cooperatively with other staff in duties related to student personnel services.

Subp. 2. Licensure criteria. Option one: An applicant shall meet the criteria of a vocational program counselor set forth in part 3515.6600, subpart 2, items A to D.

Option two: An applicant:

A. shall be a graduate of an accredited college with a four year degree, including a major in an area related to personnel services (e.g., industrial relations, employment counseling, personnel management), or the equivalent, as verified by an institution that grants such degrees;

B. shall have completed 6,000 hours of occupational experience, with at least 2,000 hours in personnel services in a postsecondary educational institution or in industry or agencies; and

C. shall have completed a course in philosophy of vocational education.

Statutory Authority: *MS s 121.11; 125 185; 136C.04*

History: *L 1987 c 258 s 12; 13 SR 2221; 16 SR 1128*

3515.9921 POSTSECONDARY LICENSURE CHART, DISTRIBUTIVE EDUCATION, HEALTH EDUCATION, SERVICE, HOSPITALITY AND HOME ECONOMICS, INDUSTRIAL EDUCATION, TECHNICAL EDUCATION.

[For text of subps 1 and 2, see M.R.]

Subp. 3. Elaboration on special courses or requirements.

A. Licensure, registration, or program certificate is required to teach in program areas where such is required to practice in the field. Cosmetology instructors shall have an instructor license issued by the Minnesota Department of Commerce. Barbering instructors shall have a license issued by the Minnesota Board of Barber Examiners.

B. Areas such as First Aid Instructor, or Cardiopulmonary Resuscitation (CPR) Instructor and vocational license for Instructor Coordinator.

C. In the specialized program: 1,000 specialized hours within the prior five years.

D. The following requirements for the license of Distributive Education Instructor/Instructor Coordinator that are in the chart in subpart 1 no longer apply: Distributive Education Methods; Distributive Education Curriculum; one additional VE course; renewals/minimal progress; coordination techniques. Instead, an applicant seeking the license or renewal of the license must comply with parts 3515.1400 to 3515.1700.

E. Twenty-one quarter credits in technical areas, with a minimum of 24 clock hours or two quarter credits in each of the following: selling, management, advertising, visual merchandising, retailing, marketing, and economics. In the specialized program, relevant technical areas may be substituted. Excess ROX may be substituted for relevant technical area courses at the rate of one year for three quarter credits.

Statutory Authority: *MS s 136C.04*

History: *16 SR 249*