

1 Board of Technical Colleges

2

3 Adopted Permanent Rules Relating to Postsecondary Program

4 Teacher Licenses

5

6 Rules as Adopted

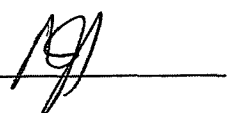
7 3700.0296 GOLF FACILITIES MANAGEMENT.

8 Subpart 1. **May teach.** A teacher who has a golf facilities
9 management instructor's license may teach in the golf facilities
10 management program and may also teach courses that are golf
11 facility management specific.

12 Subp. 2. **Other requirements.** The applicant must meet the
13 requirements in part 3700.0100 and the requirements for a
14 teacher in the agricultural occupational area under part
15 3700.0200.

16 Subp. 3. **Occupational experience requirement.** The
17 applicant must have 8,000 hours of occupational experience as a
18 manager, assistant manager, or golf professional in a golf
19 facility with at least 30,000 rounds of golf annually. A
20 minimum of 6,000 hours, including the 2,000 hours of recent
21 occupational experience, must be in a public facility. The
22 remaining hours may be in a private facility. The applicant
23 must have overall responsibility for facility operations and
24 management control of a minimum of five of the areas listed in
25 items A to J:

- 26 A. budgeting;
- 27 B. personnel training;
- 28 C. pro shop inventory control and operation;
- 29 D. food service;
- 30 E. facility planning and scheduling to include
- 31 tournaments, leagues, and private parties;
- 32 F. establishing and monitoring of policies for golf
- 33 leagues and golf clubs;
- 34 G. course scheduling, procedures and practices,
- 35 staffing, regulations, and instruction;



1 H. building and equipment maintenance;

2 I. coordinating and disseminating information
3 regarding governing board, agencies, and committees; or

4 J. turf management and agronomy.

5 Subp. 4. Substitution for occupational experience. The
6 applicant may substitute the education described in item A, B,
7 C, or D for up to 4,000 hours of the occupational experience
8 described in subpart 3. The education must be from an
9 accredited postsecondary institution. If the substitution is
10 made, the applicant must still comply with the recency
11 requirement of subpart 2.

12 A. A bachelor's degree or above with a major in golf
13 facilities management or business administration or business
14 management may substitute for 4,000 hours of occupational
15 experience.

16 B. An associate degree in golf facilities management
17 or business administration or business management may substitute
18 for 2,000 hours.

19 C. A diploma or certificate in golf facilities
20 management or business administration or business management may
21 be substituted. A one-year program equals 1,050 hours. A
22 two-year program equals 2,100 hours.

23 D. Course or clock hours for credit in golf
24 facilities management, business administration or management, or
25 seminars, workshops, or courses given in management by the
26 Allied Golf Association. One clock hour equals one hour of
27 occupational experience. One quarter credit equals 20 hours of
28 occupational experience.

29 Subp. 5. Substitution for recent occupational experience.
30 The applicant may substitute teaching experience in primary
31 program content in golf facilities management content for up to
32 1,500 of the 2,000 hours required in part 3700.0400 provided
33 that experience occurred within the last five years. Two hours
34 of teaching equal one hour of occupational experience.

35 3700.0298 AQUACULTURE.

1 Subpart 1. **May teach.** A teacher who has an aquaculture
2 license may teach in the aquaculture program and may also teach
3 content specific to aquaculture anywhere in the technical
4 college system.

5 Subp. 2. **Other requirements.** The applicant must meet the
6 requirements listed in part 3700.0100 and the requirements for a
7 teacher in the agricultural occupational area under part
8 3700.0200.

9 Subp. 3. **Educational and occupational experience**
10 **requirements.** An applicant must have the requirements as listed
11 in item A or, B, and or C.

12 A. A bachelor's or higher degree from an accredited
13 postsecondary institution with a major in aquaculture,
14 fisheries, fisheries and wildlife, or natural resources, and
15 4,000 hours of occupational experience in an aquaculture or fish
16 farm facility with experience in at least five of the following:

- 17 (1) fish harvesting;
18 (2) disease diagnosis;
19 (3) design of fish culture systems;
20 (4) hatchery maintenance;
21 (5) nutrition and feeding analysis;
22 (6) transportation and handling;
23 (7) water quality management;
24 (8) eggtaking;
25 (9) brood stock management; and
26 (10) chemical application and treatment.

27 B. An associate degree or two-year diploma or
28 certificate from an accredited postsecondary institution in
29 aquaculture, fisheries, fisheries and wildlife, or natural
30 resources and 6,000 hours of occupational experience in an
31 aquaculture or fish farm facility with experience in at least
32 five of the following:

- 33 (1) fish harvesting;
34 (2) disease diagnosis;
35 (3) design of fish culture systems;
36 (4) hatchery maintenance;

- 1 (5) nutrition and feeding analysis;
- 2 (6) transportation and handling;
- 3 (7) water quality management;
- 4 (8) eggtaking;
- 5 (9) brood stock management; and
- 6 (10) chemical application and treatment.

7 C. Eight thousand hours of occupational experience in
8 an aquaculture or fish farm facility with experience in at least
9 five of the following:

- 10 (1) fish harvesting;
- 11 (2) disease diagnosis;
- 12 (3) design of fish culture systems;
- 13 (4) hatchery maintenance;
- 14 (5) nutrition and feeding analysis;
- 15 (6) transportation and handling;
- 16 (7) water quality management;
- 17 (8) eggtaking;
- 18 (9) brood stock management; and
- 19 (10) chemical application and treatment.

20 **Subp. 4. Substitution for recent occupational experience.**

21 The applicant may substitute teaching experience in aquaculture
22 programs or courses at an accredited postsecondary institution
23 for up to 1,500 of the 2,000 hours of recent occupational
24 experience required under part 3700.0200, subpart 2. The
25 teaching must be in primary program content and must be done
26 during the five years just before applying for the license. Two
27 hours of teaching equals one hour of occupational experience.

28 **3700.0450 MEDICAL RECORD TECHNOLOGY.**

29 **Subpart 1. May teach.** A teacher who has a medical records
30 technology license may teach in the medical records technology
31 program and may also teach courses in:

- 32 A. alternative health records;
- 33 B. medical terminology;
- 34 C. coding I, II, III;
- 35 D. introduction to health records;

- 1 E. legal aspects of health records;
- 2 F. data processing of health record information;
- 3 G. health care statistics and records; and
- 4 H. diagnostic related grouping.

5 Subp. 2. **Other requirements.** The applicant must meet the
6 requirements in part 3700.0100 and the requirements for a
7 teacher in the health occupational area under part 3700.0400.

8 Subp. 3. **Occupational experience requirement.** An
9 applicant must have 8,000 hours of occupational experience in
10 one or more of the following:

- 11 A. medical records administrator; or
- 12 B. medical records technician in an acute care
13 setting.

14 Subp. 4. **Substitution for occupational experience.** An
15 applicant may substitute the education described in items A and
16 B for up to 4,000 hours of occupational experience described in
17 subpart 3. The education must be from an accredited
18 postsecondary institution. If the substitution is made, the
19 applicant must still comply with the recency requirements in
20 part 3700.0400, subpart 2.

21 A. A bachelor's or higher degree in medical record
22 administration may be substituted for 4,000 hours.

23 B. An associate degree in medical record technology
24 may be substituted for 2,000 hours.

25 Subp. 5. **Substitution for recent occupational experience.**
26 The applicant may substitute teaching experience at an
27 accredited postsecondary institution or an industrial or
28 military setting in medical record technology for 1,500 hours of
29 the 2,000 hours required in part 3700.0400, subpart 2. Two
30 hours of teaching experience equals one hour of occupational
31 experience.

32 3700.0768 GEOGRAPHIC INFORMATION SYSTEMS/AUTOMATED CARTOGRAPHY.

33 Subpart 1. **May teach.** A teacher who has a geographic
34 information system instructor's license may teach in the
35 geographic information system program and may also teach courses

1 in geographic information systems.

2 Subp. 2. Other requirements. The applicant must meet the
3 requirements listed in part 3700.0100 and the requirements in
4 the technical area under part 3700.0700.

5 Subp. 3. Occupational experience requirement. The
6 applicant must have 8,000 hours of occupational experience with
7 a minimum of 1,000 hours in computer aided drafting and design
8 (C.A.D.D.) or in analyzing data models and manipulation of data
9 using geographic information systems. Substitution for the
10 1,000 hours of C.A.D.D. or analyzing data using geographic
11 information systems is not allowed. The remaining experience
12 must include experience in at least one other skill described in
13 items A to E:

14 A. use of coordinates to determine map scale and
15 location;

16 B. photo interpretation (photogrammetry);

17 C. land surveying;

18 D. use of global positioning system for data input
19 and evaluation; or

20 E. management of information systems.

21 The 2,000 hours of occupational recency must include 1,000 hours
22 of computer aided drafting and design or geographic information
23 systems for data input and evaluation.

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

29 A. A bachelor's or higher degree with a major in
30 civil engineering, environmental engineering or environmental
31 science, geography, land surveying, landscape architecture, or
32 computer science may be substituted for 4,000 hours.

33 B. An associate degree or two-year diploma or
34 certificate in geographic information systems, civil
35 engineering, drafting, environmental analysis, surveying,
36 computer science, or technology may be substituted for 2,000

1 hours. A one-year program may be substituted for 1,000 hours.

2 C. The completion of courses for credit or clock
3 hours in computer sciences, drafting, map making,
4 photogrammetry, legal land descriptions, or geographic
5 information systems. One clock hour equals one hour of
6 occupational experience. One quarter credit equals 20 hours of
7 occupational experience.

8 Subp. 5. Substitution for recent occupational experience.

9 An applicant may substitute teaching experience in geographic
10 information systems primary program content for 1,000 hours of
11 the required recent occupational experience. The 1,000 hours of
12 computer aided drafting and design or analyzing data models and
13 manipulation of data using geographic information systems may
14 not be substituted. The applicant must also still have
15 additional experience in at least one of the items in subpart 3,
16 items A to E. Two hours of teaching equals one hour of
17 occupational experience.

18 3700.0845 SAFETY AND HEALTH ADMINISTRATION.

19 Subpart 1. May teach. A teacher who has a safety and
20 health administration license may teach in the Safety and Health
21 Administration program and content in the Mine, Safety and
22 Health Administration (MSHA) and may also teach courses specific
23 to industrial safety.

24 Subp. 2. Other requirements. The applicant must meet the
25 requirements in part 3700.0100, subparts 1 and 2.

26 Subp. 3. Does not apply. Parts 3700.0800, subpart 2, and
27 3515.9921 do not apply to part 3700.0835.

28 Subp. 4. Educational and/or occupational experience. The
29 applicant must be an MSHA approved instructor and have the
30 experiences described in item A, B, C, or D.

31 A. A bachelor's degree or higher in industrial safety
32 or industrial hygiene and 2,000 hours of maintenance, service,
33 or production process industrial experience where an employee is
34 exposed to industrial hazards and the employer maintains and
35 implements a safety and health standard or program.

1 B. A bachelor's degree in engineering, public health,
2 industrial psychology, industrial technology,
3 management/supervision or two years postsecondary education in
4 industrial safety. Option B must also include 4,000 hours of
5 maintenance, service, or production process industrial
6 experience where an employee is exposed to industrial hazards
7 and the employer maintains and implements a safety and health
8 standard or program.

9 C. One year of postsecondary education in industrial
10 health safety and 6,000 hours of maintenance, service, or
11 production process industrial experience where an employee is
12 exposed to industrial hazards and the employer maintains and
13 implements a safety and health standard or program.

14 D. Thirty six credit hours of course content
15 recognized by a national or state accrediting body in industrial
16 health and safety and 6,000 hours as a safety and health
17 supervisor, manager or administrator, or industrial safety and
18 health instructor or trainer.

19 Subp. 5. **Recent experience.** Five hundred hours of the
20 experiences described in subpart 4, item A, B, C, or D must be
21 within five years of application for licensure.

22 Subp. 6. **Current licensees.** The title of the license of
23 mine safety and health automatically becomes safety and health
24 administration on the effective date of part 3700.0845.