

**PROPOSED REGULATION OF THE COMMISSION ON
PROFESSIONAL STANDARDS IN EDUCATION**

LCB File No. R018-11

August 31, 2011

EXPLANATION – Matter in *italics* is new; matter in brackets ~~[omitted material]~~ is material to be omitted.

AUTHORITY: §§1-9, NRS 391.019.

A REGULATION relating to educational personnel; revising provisions governing the qualifications for a secondary license; revising provisions governing comprehensive majors or minors and single subject majors and minors; revising provisions governing the semester hours of credit required for certain majors and minors; repealing certain majors or minors; and providing other matters properly relating thereto.

Section 1. NAC 391.120 is hereby amended to read as follows:

391.120 ~~{} To~~

1. Except for a person who is applying for a secondary license pursuant to subsection 2, to receive a secondary license, a person must hold a bachelor's degree and have completed:

~~{} (a)~~ A program of preparation for teaching in the secondary grades approved by the Board pursuant to NAC 391.557 and 391.558;

~~{} (b)~~ Courses approved by the Board pursuant to NAC 391.082; or

~~{} (c)~~ Twenty-two semester hours of courses in ~~{} professional~~ secondary ~~{} or career and technical~~ education, as follows:

~~{} (a) Eight~~

(1) Except as otherwise provided in subsection 3, 8 semester hours of supervised teaching;

~~{} (b) (2)~~ A course in the methods and materials of teaching a field of specialization; and

~~[(c) If the endorsement is]~~

(3) Any other courses in secondary education approved by the Commission.

2. *To receive a secondary license with an endorsement in career and technical education* ~~[(~~

~~—(1) Nine], a person must hold a bachelor's degree and:~~

(a) Have completed 22 semester hours of credit as follows:

(1) Except as otherwise provided in subsection 3, 8 semester hours of supervised teaching;

(2) A course in the methods and materials of teaching a field of specialization;

(3) Three semester hours in professional career and technical education courses ~~[(~~
~~including 3 semester hours in cooperative career and technical education, except for family and consumer sciences, industrial arts and technology education, which require 6 semester hours in professional career and technical education courses; and~~

~~—(2) Two years];~~

(4) Three semester hours in a course on applied or work-based learning;

(5) Three semester hours in a course on pupil organization and management in career and technical education; and

(6) Any other courses in secondary education approved by the Commission;

(b) Complete 1 year of verifiable work experience ~~[in areas of endorsement except family and consumer sciences, industrial arts and technology education. One year of supervised paid work experience at a university or other facility approved by the Department fulfills this requirement.~~

~~→ In addition to the requirements listed in this subsection, the person must hold] , which may be paid or unpaid, in a business, industry or agency that is outside any system of K-12 education~~

within or outside of this State. The work experience must be in the area of the endorsement which will be attached to the secondary license; and

(c) *Hold* a valid license in the area of career and technical education for which the person is applying for *a secondary license with an* endorsement if *such* a license is required by state law to provide services to the general public.

3. If a person who is licensed pursuant to this chapter is applying for an additional license pursuant to NRS 391.0315 and the person has 3 years of verified teaching experience, the person is not required to complete the 8 semester hours of supervised teaching but must fulfill those 8 semester hours by completing additional courses in secondary education approved by the Commission.

Sec. 2. NAC 391.1301 is hereby amended to read as follows:

391.1301 The Commission recognizes the following fields as comprehensive majors or minors, which require 36 or 24 semester hours of credit respectively:

1. In academic education:
 - (a) Art;
 - (b) Biological science;
 - (c) ~~Business;~~
 - ~~(d)~~ English as a second language;
 - ~~(e)~~ (d) English;
 - ~~(f)~~ (e) General science;
 - ~~(g)~~ (f) Instrumental and vocal music;
 - ~~(h)~~ (g) Instrumental music;
 - ~~(i)~~ (h) Mathematics;

- ~~(i)~~ (i) Physical education;
- ~~(j)~~ (j) Physical education and health;
- ~~(k)~~ (k) Physical science;
- ~~(l)~~ (l) Recreational physical education;
- ~~(m)~~ (m) Social studies;
- ~~(n)~~ (n) Speech and drama; and
- ~~(o)~~ (o) Vocal music.

↪ For the comprehensive majors and minors identified in this subsection, a person who holds a bachelor's degree or a higher degree with a major or minor conferred by a regionally accredited college or university shall be deemed to qualify for a comprehensive major or minor, as applicable, if he or she has satisfied the requirements of NAC 391.120.

2. In career and technical education:

- (a) Agricultural education;
- (b) Automotive service technology;
- (c) Business education;
- (d) Child care;
- (e) ~~Commercial housekeeping;~~
- ~~(f)~~ Communications and media;
- ~~(g)~~ (f) Construction technology;
- ~~(h)~~ (g) Drafting and design;
- ~~(i)~~ (h) Electronic technology;
- ~~(j)~~ (i) Family and consumer sciences;
- ~~(k)~~ (j) Food services;

~~[(k)]~~ *(k)* Health occupations;

~~[(l)]~~ *(l)* Hospitality and recreation;

~~[(n) Housing and home furnishing;~~

~~[(m)]~~ *(m)* Human services;

~~[(p)]~~ *(n)* Industrial arts;

~~[(q)]~~ *(o)* Manufacturing technology;

~~[(r)]~~ *(p)* Marketing education;

~~[(s)]~~ *(q)* Stage and theater technology; and

~~[(t)]~~ *(r)* Technology education.

Sec. 3. NAC 391.13066 is hereby amended to read as follows:

391.13066 1. The semester hours of credit required for a major in business education must include course work in each of the following areas of study, including 9 semester hours in upper division courses:

(a) Accounting;

(b) ~~[(Mathematics;)]~~ *Business law;*

(c) Communications;

(d) ~~[(Use of microcomputers; and)]~~ *Economics;*

(e) ~~[(Word processing.)]~~ *Management or operations management;*

(f) Marketing; and

(g) Except as otherwise provided in subsection 2, use of computers, which must include instruction in each of the following areas:

(1) Computer literacy, including, without limitation, proper keyboarding techniques, word processing and the use of databases and spreadsheets;

(2) Desktop publishing or electronic publications;

(3) Safety and research on the Internet; and

(4) Multimedia software and peripherals.

2. *A person who holds a Microsoft Office Specialist Certification issued by Microsoft or its successor organization in at least three Microsoft Office programs or any other similar certification approved by the Commission:*

(a) Is not required to complete course work in the area of computers required pursuant to paragraph (g) of subsection 1.

(b) Shall be deemed to have completed 3 semester hours of credit for each such certification he or she holds, not to exceed 9 semester hours of credit.

3. The semester hours of credit for a major in business education may include course work in the following areas of study:

(a) ~~[Shorthand;]~~ *Entrepreneurship;*

(b) ~~[Business law;]~~ *International business;*

(c) ~~[Introduction to business;]~~ *Management of information systems; and*

(d) ~~[Marketing;~~

~~—(e) Office procedures;~~

~~—(f) Organizational behavior; and~~

~~—(g) Personnel.~~

~~—3. The] Organizational behavior.~~

4. *Except as otherwise provided in subsection 2, the* semester hours of credit required for a minor in business education must include course work in the areas named in paragraphs (a) to

~~[(e)]~~ (g), inclusive, of subsection 1, including 6 semester hours of credit in upper division courses.

Sec. 4. NAC 391.1308 is hereby amended to read as follows:

391.1308 1. The semester hours of credit required for a major in health occupations must include course work in ~~[each]~~ *at least five* of the following areas of study:

- (a) ~~[Dentistry;]~~ *Dental health;*
- (b) Medical laboratory ~~[technology;]~~ *services;*
- (c) Nursing;
- (d) ~~[Rehabilitation;]~~ *Emergency medical services;*
- (e) ~~[Radiology;]~~ *Medical terminology;*
- (f) ~~[Ophthalmology;]~~ *Sports medicine or athletic training;*
- (g) Environmental health; ~~[and]~~
- (h) ~~[Mental health technology.]~~ *Medical office services;*
- (i) *Health care supportive services;*
- (j) *Optical care services; and*
- (k) *Biomedical technology.*

2. The semester hours of credit required for a minor in health occupations must include course work in ~~[each]~~ *at least five* of the *following* areas of study ~~[listed in paragraphs (a) to (e), inclusive, of subsection 1.]~~ :

- (a) *Dental health;*
- (b) *Medical laboratory services;*
- (c) *Nursing;*
- (d) *Emergency medical services;*

- (e) Medical terminology;*
- (f) Sports medicine or athletic training;*
- (g) Environmental health;*
- (h) Medical office services; and*
- (i) Health care supportive services.*

Sec. 5. NAC 391.13082 is hereby amended to read as follows:

391.13082 *1.* The semester hours of credit required for a major or minor in family and consumer sciences must include course work in each of the following areas of study:

- ~~1.]~~ *(a) Foods or culinary;*
- ~~2.]~~ *(b) Nutrition;*
- ~~3.— Clothing and textiles;~~
- ~~4.]~~ *(c) Consumerism;*
- ~~5.— Housing environment or interior design;~~
- ~~6.]~~ *(d) Child development; and*
- ~~7.]~~ *(e) Family relations.*

2. In addition to the requirements of subsection 1, the semester hours of credit for a major in family and consumer sciences may include course work in one or more of the following areas of study:

- (a) Clothing and textiles;*
- (b) Housing environment; or*
- (c) Interior design.*

Sec. 6. NAC 391.13092 is hereby amended to read as follows:

391.13092 1. The semester hours of credit required for a major in marketing education must include course work in each of the following areas of study:

- (a) ~~Retailing;~~ *Retail management or merchandising;*
- (b) Marketing;
- (c) ~~Salesmanship;~~ *Management;*
- (d) ~~Business law;~~ *Market research;*
- (e) ~~Accounting;~~ *Internet marketing;*
- (f) ~~Advertising;~~ *International marketing; and*
- (g) ~~Business fundamentals;~~
- ~~(h) Display; and~~
- ~~(i) Economics.~~

2. ~~The~~ *In addition to the requirements of subsection 1, the* semester hours of credit required for a ~~minor~~ *major* in marketing education ~~must~~ *may* include course work in ~~each~~ *one or more* of the *following* areas of study ~~listed in paragraphs (a) to (h), inclusive, of subsection 1.~~ :

- (a) *Business administration;*
- (b) *Business law;*
- (c) *Professional sales;*
- (d) *Entrepreneurship; or*
- (e) *Advertising.*

Sec. 7. NAC 391.131 is hereby amended to read as follows:

391.131 1. The Board recognizes the following single subjects in academic education as majors or minors, which require 30 or 16 semester hours of credit respectively:

- (a) Anthropology.
- (b) Biology.
- (c) Botany.
- (d) Chemistry.
- (e) Composition and rhetoric.
- (f) Computer science.
- (g) Dance.
- (h) Dramatic or theatrical arts.
- (i) Earth science.
- (j) Economics.
- (k) English or American literature.
- (l) Environmental science.
- (m) Foreign languages, including:
 - (1) Arabic.
 - (2) Chinese.
 - (3) Filipino.
 - (4) French.
 - (5) German.
 - (6) Hebrew.
 - (7) Italian.
 - (8) Japanese.
 - (9) Korean.
 - (10) Latin.

- (11) Russian.
- (12) Spanish.
- (13) Tagalog.
- (n) Geography.
- (o) Geology.
- (p) Health education.
- (q) History of the United States and the world.
- (r) Journalism and communication.
- (s) Linguistics.
- (t) Physics.
- (u) Physiology.
- (v) Political science.
- (w) Psychology.
- (x) Reading.
- (y) Sociology.
- (z) Speech.
- (aa) Zoology.

2. The Board recognizes the following single subjects in career and technical education as majors or minors, which require 30 or 16 semester hours of credit respectively:

- (a) Accounting.
- (b) ~~Advertising.~~
- ~~(c) Agricultural mechanics.~~
- ~~(d)~~ Air frame and power plant.

- ~~[(e)] Air-cooled engines.~~
- ~~—(f) Architectural drafting.~~
- ~~—(g) Automatic transmissions.~~
- ~~—(h) Baking.~~
- ~~—(i) Bookkeeping.~~
- ~~—(j) Brick masonry.~~
- ~~—(k)] (c) Carpentry.~~
- ~~[(l)] Child care assistant.~~
- ~~—(m)] (d) Commercial art.~~
- ~~[(n)] (e) Commercial photography.~~
- ~~[(o)] (f) Computer electronics.~~
- ~~[(p)] (g) Computer science.~~
- ~~[(q)] (h) Cosmetology.~~
- ~~[(r)] Custodial services.~~
- ~~—(s)] (i) Data processing.~~
- ~~[(t)] Dental assistant.~~
- ~~—(u)] (j) Diesel mechanics.~~
- ~~[(v)] (k) Economics.~~
- ~~[(w)] Electrical and electronic drafting.~~
- ~~—(x) Electrician.~~
- ~~—(y)] (l) Electronics.~~
- ~~[(z)] (m) Fashion merchandising.~~
- ~~[(aa)] (n) Food catering.~~

~~[(bb)] Forestry.~~

~~[(cc)] (o) Gerontology assistant.~~

~~[(dd)] (p) Graphic arts.~~

~~[(ee)] (q) Heating, air-conditioning and refrigeration mechanics.~~

~~[(ff)] (r) Horticulture.~~

~~[(gg)] Industrial electronics.~~

~~[(hh)] Meat processing.~~

~~[(ii)] Mechanical drafting.~~

~~[(jj)] Medical assistant.~~

~~[(kk)] (s) Mining equipment operation.~~

~~[(ll)] Nurse assistant.~~

~~[(mm)] Plumbing.~~

~~[(nn)] Practical nursing.~~

~~[(oo)] (t) Radio and television communications.~~

~~[(pp)] Sheet metal.~~

~~[(qq)] Veterinary technology.~~

~~[(rr)] (u) Welding, brazing and soldering.~~

~~[(ss)] (v) Photography.~~

Sec. 8. NAC 391.558 is hereby amended to read as follows:

391.558 1. The Board will appoint a review team to review each application received by the Superintendent of Public Instruction. The Superintendent of Public Instruction shall submit to the Board a list of persons whom he or she recommends for membership on the review team. At least 2 months before the date of the visit required by subsection 5, the Superintendent of Public

Instruction shall send a list of his or her recommendations to the chief administrative officer of the institution that submitted the application. The list must include a description of the professional position, experience and areas of expertise of each person recommended by the Superintendent of Public Instruction. If the chief administrative officer has concerns about any of the persons recommended by the Superintendent of Public Instruction, he or she shall, within 30 days after receipt of the list, provide to the Superintendent of Public Instruction, for transmittal to the Board a written response which describes the concerns. The Board will address the concerns of the chief administrative officer before it appoints members to the review team. Employees or other members of the institution shall not contact the persons recommended for membership on the review team before the Board formally appoints members to the team.

2. Upon receipt of the recommendations and a written response, if one has been provided by the chief administrative officer, the Board will appoint no more than seven members to the review team. The Board may, for good cause, refuse to appoint any of the persons recommended by the Superintendent of Public Instruction. If possible, members of the review team must reside in the area where the institution that submitted the application is located. The review team must include, but is not limited to:

(a) One representative from a public educational institution in this State, other than the applicant, which offers a course of study and training for the education of teachers or other educational personnel;

(b) One representative from a private educational institution in this State, other than the applicant, which offers a course of study and training for the education of teachers or other educational personnel;

(c) At least one licensed teacher who has expertise in the course of study and training offered by the applicant;

(d) At least one representative of a local school district;

(e) One member of the Board; and

(f) One member of the general public.

3. The review team shall:

(a) Examine the application submitted; and

(b) Decide whether to recommend that the Board grant provisional approval of the course of study and training.

4. If the Board grants provisional approval of a course of study and training, the applicant may offer the course of study and training to students pending final approval by the Board.

Members of the general public who inquire about the status of the course of study and training must be informed that it has been provisionally approved and that final approval is pending.

5. If the Board grants provisional approval of a course of study and training, the review team shall, within 12 months after provisional approval has been granted, visit the site of instruction to verify the information provided by the institution pursuant to subsection 1 of NAC 391.557. The visit must not exceed 5 days.

6. Within 30 days after the visit, the chair of the review team shall send to the applicant a draft report which summarizes the results of the review conducted by the review team. Within 30 days after receipt of the draft report by the applicant, the applicant may file a reply to the draft report with the Superintendent of Public Instruction for transmittal to the Board and the review team which describes the resolution of any deficiencies in the application that were addressed in

the draft report. If the applicant files a reply, the review team shall consider the reply in deciding whether to recommend approval of the course of study and training.

7. Within 60 days after the visit, the review team shall decide whether to recommend approval of the course of study and training and shall submit a final report to the Superintendent of Public Instruction for transmittal to the Board. The final report must state whether the review team recommends approval of the course of study and training. Upon transmittal of the final report to the Board, the Superintendent of Public Instruction shall inform the applicant of the recommendation of the review team. The review team shall recommend approval of the course of study and training if the applicant complies with the:

(a) Requirements of NAC 391.557;

(b) Standards developed by the Interstate ~~[New]~~ Teacher Assessment and Support Consortium, as set forth in the *Model Standards for Beginning Teacher Licensing and Development* adopted pursuant to NAC 391.556 and, as applicable, the standards developed by nationally recognized professional associations of educational personnel other than teachers; or

(c) Program standards approved by the National Council for Accreditation of Teacher Education, if applicable.

8. Upon receipt of the final report, the Board will grant approval of the course of study and training if the applicant complies with the:

(a) Requirements of NAC 391.557;

(b) Standards developed by the Interstate ~~[New]~~ Teacher Assessment and Support Consortium, as set forth in the *Model Standards for Beginning Teacher Licensing and Development* adopted pursuant to NAC 391.556 and, as applicable, the standards developed by nationally recognized professional associations of educational personnel other than teachers; or

(c) Program standards approved by the National Council for Accreditation of Teacher Education, if applicable.

↪ If the Board denies approval, the applicant may appear before the Board, and is entitled to a hearing and judicial review pursuant to subsection 5 of NRS 391.038.

9. In addition to the standards of approval set forth in subsections 7 and 8, the review team shall recommend approval, and the Board will approve, a course of study and training for the education of teachers and other educational personnel for teaching in the secondary grades if:

(a) Enrollment in the course of study and training is restricted to persons who hold a bachelor's degree in a field recognized by the Commission pursuant to NAC 391.1301; and

(b) The course of study and training includes course work described in *paragraph (c) of subsection ~~3~~ 1 of NAC 391.120 or subsection 2* of NAC 391.120.

10. Except as otherwise provided in subsection 11, approval of a course of study and training pursuant to this section is valid for 7 years. During the 7-year period of approval, the institution shall, within 90 days, notify the Superintendent of Public Instruction of any changes in the information that it provided in its application pursuant to subsection 1 of NAC 391.557, except for a change in the information required by paragraph (e) of that subsection. Upon expiration of each 7-year period of approval, or during a regularly scheduled review of the institution by the National Council for Accreditation of Teacher Education, the Superintendent of Public Instruction may recommend to the Board that approval of the course of study and training be renewed for an additional 7 years.

11. The Board may require a review of a course of study and training before the expiration of the 7-year period of approval if:

(a) During 1 year, 10 or more students who are enrolled in the course of study and training take specialty or pedagogy competency tests, or both, that are required by this State and the percentage of those students who pass the tests on or after January 1, 2009, is less than 80 percent;

(b) Pursuant to the information collected by the Department pursuant to subsection 12, the percentage of probationary licensed educational personnel employed by school districts in this State who completed the course of study and training and who are terminated from employment or who are not reemployed:

(1) Before January 1, 2004, is 10 percent or greater for 1 year; and

(2) On or after January 1, 2004, is 5 percent or greater for 1 year; or

(c) The Board requests a review.

↪ Based upon a review conducted pursuant to this subsection, the Board may renew the approval of a course of study and training or revoke the approval of a course of study and training.

12. On or before July 1 of each year, each school district in this State shall report to the Department:

(a) The number of probationary licensed educational personnel that the school district terminated from employment or did not reemploy for another school year; and

(b) For each licensee who is reported pursuant to paragraph (a), the:

(1) Subject area taught by the licensee, if applicable;

(2) Educational institution that the licensee attended;

(3) Course of study and training completed by the licensee; and

(4) Reason that the school district terminated the licensee from employment or did not reemploy the licensee.

↪ Each school district shall report the information required by this subsection without disclosing the identity of an individual licensee or otherwise violating the confidentiality of a licensee.

13. The applicant shall pay to the Board a fee equal to:

(a) The expenses incurred on behalf of the review team for preparation of the documentation required by this section; and

(b) The travel expenses and per diem allowances to which the review team is entitled which are related to the visit of the site of instruction.

Sec. 9. NAC 391.13025 and 391.13084 are hereby repealed.

TEXT OF REPEALED SECTIONS

391.13025 Major or minor in business. (NRS 385.080, 391.019)

1. A comprehensive major in business consists of 36 semester hours in courses of study involving:

(a) Word processing;

(b) Economics;

(c) Business law;

(d) Accounting; and

(e) The use of computers or systems for the processing of information.

2. A comprehensive minor in business consists of 24 semester hours in courses of study involving:

- (a) Word processing;
- (b) Accounting; and
- (c) The use of computers or systems for the processing of information.

391.13084 Major or minor in housing and home furnishings. (NRS 391.019) The semester hours of credit required for a major or minor in housing and home furnishings must include course work in each of the following areas of study:

- 1. Housing;
- 2. Interior design;
- 3. Design; and
- 4. Residential and commercial interiors.