

WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION

Form #2

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OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

West Virginia Joint Commission for Vocational-
Technical-Occupational Education
AGENCY: _____ TITLE NUMBER: 132

RULE TYPE: Interpretative Rule; CITE AUTHORITY 18-2B-2(b)

AMENDMENT TO AN EXISTING RULE: YES _____ NO X

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: Series 1

TITLE OF RULE BEING PROPOSED: Certificate Definitions

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON June 12, 1995 AT 12:00 noon.

ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS.

Saundra Randolph Perry

WV Joint Commission for Vocational-
Technical-Occupational Education
1018 Kanawha Boulevard East, Suite 107

Charleston, WV 25301-2827

THE ISSUES TO BE HEARD SHALL BE
LIMITED TO THIS PROPOSED RULE.

Saundra Randolph Perry

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

4.40

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WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION

Form #1

NOTICE OF PUBLIC HEARING ON A PROPOSED RULE

AGENCY: _____ TITLE NUMBER: _____

RULE TYPE: _____; CITE AUTHORITY _____

AMENDMENT TO AN EXISTING RULE: YES____ NO____

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

DATE OF PUBLIC HEARING: _____ TIME: _____

LOCATION OF PUBLIC HEARING: _____

COMMENTS LIMITED TO: ORAL____, WRITTEN____, BOTH____

COMMENTS MAY ALSO BE MAILED TO THE FOLLOWING ADDRESS: _____

The Department requests that persons wishing to make
comments at the hearing make an effort to submit written
comments in order to facilitate the review of these comments.

The issues to be heard shall be limited to the proposed rule.

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL _____

APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: CERTIFICATE DEFINITIONS

Type of Rule: Legislative X Interpretive Procedural

Agency WV Joint Commission for Vocational-Technical-Occupational
Education

Address 1018 Kanawha Blvd. East Suite 107
Charleston WV 25301-2827

1. Effect of Proposed Rule

	ANNUAL		FISCAL YEAR		
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
<u>ESTIMATED TOTAL COST</u>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
PERSONAL SERVICES					
CURRENT EXPENSE					
REPAIRS & ALTERATIONS					
EQUIPMENT					
OTHER					

2. Explanation of above estimates:

These definitions will not add additional expenses.

3. Objectives of these rules:

The Joint Commission is fulfilling a requirement set forth by the Legislature to develop a consistent plan for certificate programs.

Rule Title: CERTIFICATE DEFINITIONS

4. Explanation of Overall Economic Impact of Proposed Rule.

A. Economic Impact on State Government.

N/A

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of Citizens.

N/A

C. Economic Impact on Citizens/Public at Large.

N/A

Date: May 12, 1995

Signature of Agency Head or Authorized Representative

Xandra Randolph Perry

**TITLE 132
LEGISLATIVE RULE
WEST VIRGINIA JOINT COMMISSION
FOR
VOCATIONAL-TECHNICAL-OCCUPATIONAL EDUCATION
Series 1**

TITLE: CERTIFICATE DEFINITIONS

SECTION 1 GENERAL

- 1.1 Scope - The Jurisdiction Committee of the Joint Commission is fulfilling a requirement set forth by the Legislature to develop a consistent plan for certificate programs.
- 1.2 Authority - *West Virginia Code §18-2B-2(b)*
- 1.3 Filing Date -
- 1.4 Effective Date -

SECTION 2. COLLEGIATE CERTIFICATE PROGRAM

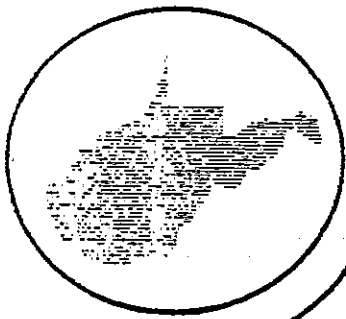
- 2.1 An educational certificate program offered by institutions of higher education containing specific academic requirements and technical competencies appropriate to meet current workplace objectives. Programs will consist of no less than 32 college credit hours, which may be the first year of an associate degree program.

SECTION 3. TECHNICAL CERTIFICATE PROGRAM

- 3.1 An adult full time vocational-technical education program offered by local boards of education which contain specific academic requirements and technical competencies appropriate to meet current workplace objectives. Some or all of the technical certificate programs may be considered for articulation with community college programs leading to a two-year associate degree.

SECTION 4. OCCUPATIONAL CERTIFICATE PROGRAM

- 4.1 A full time vocational education program offered by local boards of education leading to a certificate of competence. Occupational certificate programs are freestanding and designed to meet current workplace objectives and/or employment opportunities. Programs are available for both adult and secondary students.



**West Virginia Joint Commission
for
Vocational-Technical-Occupational Education**
Department of Education and the Arts

April 25, 1995

State of West Virginia
Gaston Caperton, Governor

Barbara Hammon-Schamberger,
Cabinet Secretary

Mr. Virgil Cook,
President
Mr. Robert Kittle,
Vice President
Mr. Sam Bonasso
Mr. Stephen A. Callen, Sr.
Mr. Dennis Davis
Mr. Richard J. Glass, Jr.
Dr. Robert Moore
Mr. Harry Perkins
Dr. Edna Rothwell
Dr. Martha Shouldis
Mr. Bobby Thompson
Ms. Joanne Tomblin
Mr. Gary White
Dr. Clifford Trump,
Ex officio
Dr. Henry Marockie,
Ex officio

Judy Cooper
Secretary of State's Office
Administrative Law Division
Building 1, Suite 157K
1900 Kanawha Boulevard, East
Charleston WV 25305-0771

Dear Ms. Cooper:

Enclosed is a copy of the minutes (August 8, 1994) in which the Commission directed the executive director to file the Joint Commission's existing interpretative and procedural rules with the Secretary of State's office.

Thank you very much. If I can be of assistance, please call me.

Yours truly,

Sandra Randolph Perry
Executive Director

SRP:bss

1018 Kanawha Blvd. E.
Suite 107
Charleston, WV 25301-281

304-558-2411
304-558-4040 Fax.

The report for the Program Approval and Evaluation Committee focused discussion on:

- the need for pre/post testing
- support for utilizing 9th and 11th grade CTBS scores for TPAD students
- reviewing aptitude tests before placement in a TPAD program
- securing a state price on Work Keys
- the feasibility of teleconference training on Work Keys

Final recommendations will be made at the February, 1995 meeting.

Since the Jurisdiction Committee had not approved the final "certificate" definitions, Chairman Davis committed to convening the members and forwarding the final version to the executive committee within thirty days.

Next, the Governor's Guaranteed Work Force Report was received and it was properly moved and seconded to approve the Minutes of August 9, 1994. The motion carried.

The Proposal Review Team recommendations for funding new TPAD and TPAD-LSTWI projects were then reviewed. Following discussion:

- it was properly moved and seconded to approve the projects as per the recommendations. The motion carried. (See attachment.)
- it was properly moved and seconded to pay the travel expense for H. Perkins and D. Glass to provide technical assistance to the SWVCC-Logan-Mingo Environmental project. The motion carried.
- It was properly moved and seconded to approve the FY 1994 TPAD transfer requests. The motion carried.

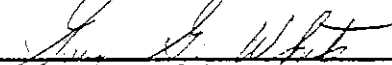
Based upon the Nominating Committee's report:

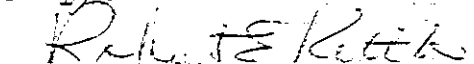
- it was properly moved and seconded that Gary White and Robert Kittle continue as president and vice president. The motion carried. Should Mr. White find it necessary to lessen his involvement, he will appoint a special nominating committee to deal with replacement.

In final action:

- The next meeting was set for February 9, 1995. It will follow the Vocational Education Legislative Breakfast at the Charleston Marriott. (The Commission will have a reserved table.)
- * Staff was directed to: 1) consult with D. Mohr as to Commission policies being procedural or interpretative before initiating state filing procedures, and 2) utilize the same annual report process as last year.
- The meeting was properly adjourned at 12:20 P.M.

Respectfully submitted by Saundra Randolph Perry


_____, President
Gary G. White


_____, Vice President
Robert Kittle

(25)Mnts.Oct94

MINUTES
WEST VIRGINIA JOINT COMMISSION FOR
VOCATIONAL-TECHNICAL OCCUPATIONAL EDUCATION
October 6, 1994

President White called the meeting to order at 9:07 A.M. Members present were: V. Cook, D. Davis, R. Glass, R. Moore, H. Perkins, E. Rothwell, B. Thompson and J. Tomblin. Others present were: N. Browning, K. Campbell, S. Hopkins, T. Holder, M. Shouldis, J. Skidmore, and staff.

Following welcoming comments, Tom Holder, Manager of Strategic Planning, WV Economic Development presented information from The Targeted Industries Study. General discussion revealed:

- much concern about WV students being prepared for high tech jobs and the colleges chosen by those who do continue their education.
- need for more information relative to secondary vocational-technical programs and this study,
- need for a matrix of the skills of most value to industry,
- need for a map of the economic development regions.
- Mr. Holder will provide additional information.

Karen Campbell, Potomac State College and Nolan Browning, Glenville State College then reported on their respective TPAD projects:

- The former will begin enrolling students in January for fall 1995 and a follow-up report will be provided.
- The extensive business survey and consortium committee structure were highlighted for the latter.
- Both coordinators confirmed the exchange of information among consortia and stressed the importance of the counselors' role.

The secondary update stressed the efforts to connect the model programs such as TPAD, TPAD/YAP, HSTW, etc. relative to higher expectations, applied academics, standards and measures. A new chancellor and cooperation with WV Economic Development lead the postsecondary update report. It was noted that the college presidents are very supportive of the chancellor because of his experience in that capacity.

The Executive Committee minutes were reviewed and information shared on the state purchasing rules relative to contracts and specifically the A.E.L. proposal to evaluate TPAD. After discussion, it was properly moved and seconded to approve a revision of the A.E.L. proposal so that Phase I will be an evaluation of "what is". The final report, with accompanying transparencies, is to be submitted to the Commission on February 9, 1995 and cost \$8,900. A draft copy of the report will be made available for review in January 1995. The motion carried. Dr. Harmon will be asked to prepare a proposal to address Phase II which is to be a broad-based approach that can lead to a comprehensive plan for education across-the-board and going-to-scale with TPAD. The Commission, as a neutral body, can provide the leadership for this.

There was indepth discussion on the related matter of ensuring continuity among TPAD programs in view of the many personnel changes that take place. Suggestions included 1) the need for state board of education mandate, 2) dialogue with the county superintendents and school board members which would include addressing plans to sustain the models after the three year project period, 3) a work session with the state board and the board of directors using the proposed AEL study as a status report, 4) a work session with the superintendents, and 5) the state board and Commission executive committees meet. There was general agreement that education reform dictates redistribution of existing funds and that Federal funds such as Goals 2000 can be utilized.

There was consensus that two meetings are to be scheduled. First, the state administration/TPAD leadership will meet to clarify the role and importance of TPAD, and then the Executive Committees of the Joint Commission and the State Board of Education are to review all available information and develop a state wide strategy for implementing TPAD.

Vice President Kittle requested that the AEL proposal include developing a plan on how to distribute TPAD funding in the state. For example, one method might be to flow monies for TPAD to all schools that have implemented High Schools That Work (HSTW), or some similar mechanism. He also proposed that rather than an annual statewide TPAD conference, we should conduct regional workshops. This may be especially appealing to the business/industry/labor people who will serve as partners in this and other efforts.

Perry then provided an update on the Ad Hoc Student Survey Committee. All surveys that have come in are to be mailed to the Commission members and the state administrators.

It was properly moved and seconded to approve the Minutes of the May 3, 1994 meeting. The motion carried. It was properly moved and seconded to approve the financial and related reports/materials. The motion carried.

The next meeting will be held October 6, 1994, at the Canaan Valley Lodge-Maple Room, beginning at 9:00 A.M. Lunch will be provided and the meeting will be adjourned to permit participation in the West Virginia Community College Association annual conference.

In other business:

The vice president appointed J. Tomblin, V. Cook and R. Glass to serve as the Nomination Committee. The annual election of officers will be held at the October meeting.

It was properly moved and seconded to authorize staff to replace and upgrade the secretary's computer equipment. The motion carried.

MINUTES
WEST VIRGINIA JOINT COMMISSION FOR
VOCATIONAL-TECHNICAL-OCCUPATIONAL EDUCATION
August 9, 1994

The meeting was called to order by Vice President Kittle at 10:45 A.M. at the Flatwoods Days Inn. The members present were S. Callen, V. Cook, D. Davis, R. Glass, R. Hutkin, R. Moore, J. Tomblin and E. Rothwell. Others present were Hobart Harmon, Jim Skidmore, Stan Hopkins, Brenda Smith and S. Perry.

Vice President Kittle announced the appointment of Edna Rothwell and Cecil Underwood to the Commission. He welcomed Ms. Rothwell, noting her professional expertise. Staff was asked to express appreciation to Governor Caperton for these two outstanding appointments. Dick Glass was then recognized as president of the Andrew Goldstrum Foundation.

Next, Virgil Cook provided a brief overview of the Annual Public Forum. There was discussion of a letter from Norma Miller requesting that Carver be permitted to grant Associate Degrees. After deliberation it was determined that Ms. Miller could state her specific concerns in a letter to the Jurisdiction Committee as a means to focus on issues that may need resolution. If needed, staff can provide a letter citing state code on degree granting jurisdiction. There was also discussion on the Martha Dean statement on funding for equipment.

Staff then referenced the state TPAD Conference evaluation and provided a summary of the School-To-Work initiatives and the two Requests for Proposals that are circulating.

Hobart Harmon, Director, Rural Small Schools, Appalachian Educational Laboratory (AEL), then presented some general thoughts based on his work as a third party evaluator of the RESA VII TPAD project. Following discussion of the need for and value in documenting TPAD progress state wide and identifying best practices, it was properly moved and seconded to have Dr. Harmon submit a written proposal for this work to the Executive Committee for review and action. The motion carried.

Stan Hopkins presented the Secondary Update. This included information on 1) Applied Academics workshops, and 2) youth organizations' national conference winners. Jim Skidmore's College System Update included 1) the hiring of a new chancellor, 2) approval of two new environmental programs and a physical therapy assistant program, and 3) expansion of the AAS Occupational Development degree program.

Reporting for the Jurisdiction Committee, Dennis Davis relayed comments on and suggested changes in the proposed certificate definitions. After general discussion and clarification, there was consensus that the committee review the changes as discussed and bring the revised definitions to the October meeting for action.

It was properly moved and seconded to authorize staff to write to our U.S. Congressional delegation urging that the U.S. Department of Education not rewrite the Perkins Regulations during the life of the current act. The motion carried.

All agreed to have R. Kittle extend an invitation to FBI personnel to present at a future meeting.

✂ Staff questioned the possible need to have policy statements and definitions on file with the Secretary of State's Office. Generally, this was thought to be unnecessary but staff is to confirm that. It was concluded that the certificate program definitions should be considered a procedural rule.

The meeting was properly adjourned at 2:40 P.M.

Respectfully submitted by Saundra Randolph Perry.


_____, President
Gary G. White


_____, Vice President
Robert Kittle