

6700.0902 ACCREDITATION.

Subpart 1. [Repealed, 32 SR 2173]

Subp. 1a. **Purpose.** The board believes sponsors who provide peace officer continuing education play a vital role in ensuring professional competence. The board recognizes a sponsor demonstrates competency by providing courses that are law enforcement related, promote professional job-related competence, and meet a law enforcement educational need. The board further believes if a sponsor has proven competency and is in good standing with the board, the sponsor can apply to become an accredited sponsor.

Subp. 2. [Repealed, 32 SR 2173]

Subp. 2a. **Criteria to become an accredited sponsor.** For the purpose of this part, "accreditation" means a sponsor who provides continuing education courses and seeks accreditation from the board.

A. A sponsor that seeks accreditation shall submit a completed application on a form provided by the board.

B. No approval will be granted unless the sponsor has submitted and received continuing education course approval from the board over a two-year period, and the board has not taken disciplinary action against them.

C. No approval will be granted unless the sponsor's courses are law enforcement related, based on the knowledge, skills, and abilities needed to be a peace officer, and meet a law enforcement educational need.

D. No approval will be granted unless the sponsor submits information required by the board. Required information includes instructional objectives, course curriculum, facilities/learning resources, classroom discrimination policy, and agreement the course statement shall be read according to subpart 9.

E. Upon receipt of a completed application, the board shall issue a letter within 30 days granting or denying accreditation.

F. Instructors who teach continuing education courses shall possess professionally recognized training and experience in the assigned subject area, and board-recognized instructor training or specialized academic preparation in the assigned subject area.

G. Guest lecturers shall have their classroom activities supervised by an individual who has completed board-recognized instructor training.

H. The course will be approved for continuing education credit hours based on each hour of proposed training. An hour consists of 50 minutes of learning activities.

Subp. 3. [Repealed, 32 SR 2173]

Subp. 4. [Repealed, 32 SR 2173]

Subp. 4a. **Evaluation.** Accredited sponsors shall be evaluated by the board a minimum of once every five years to ensure compliance. Accredited sponsors may be evaluated at intervals less than once every five years. Accredited sponsors shall cooperate with the board's evaluation.

Subp. 5. [Repealed, 32 SR 2173]

Subp. 6. [Repealed, 32 SR 2173]

Subp. 7. [Repealed, 32 SR 2173]

Subp. 8. **Documentation.** The accredited sponsor shall retain copies of information required by the board. Required information includes learning goals, specific performance objectives, timeline showing a breakdown of hours, course outline of each major unit of instruction, instructor qualifications, and instructor evaluations.

The documentation must be maintained for five years or until evaluated by the board and shall be made available to the board upon request.

Subp. 9. **Course statements.** The designee of the accredited sponsor shall read aloud the following statement at the beginning of each class:

"The (name of the accredited sponsor) is a continuing education accredited sponsor as approved by the Board of Peace Officer Standards and Training. This course (name of the course), (course number) has been approved by the POST Board for continuing education credit. Peace officers who successfully complete this course will receive (total credits approved) hours of continuing education.

The accredited sponsor of this course has a written policy for the investigation and resolution of allegations of classroom discrimination. This policy applies to all faculty, instructors, administrative staff, and students. A copy of the policy may be obtained from the accredited sponsor by contacting (insert appropriate name and contact information)."

Subp. 10. **Disciplinary action.** The board may take disciplinary action against an accredited sponsor that:

- A. violates the provisions of this part;
- B. submits a false application;
- C. provides instruction not consistent with the application; or
- D. fails to cooperate or whose faculty, instructors, or administrative staff fail to cooperate with the board's investigation into an allegation of a violation of this part.

Subp. 10a. **Sanctions.** Disciplinary action for violation of subpart 10 consists of one or more of the following: a letter of censure to the accredited sponsor, probation of the accredited sponsor, denial of approval of other courses for a specified period of time, or suspension or revocation of the accreditation.

Subp. 11. **Disciplinary proceedings.** Disciplinary proceedings under this part shall be conducted pursuant to the Administrative Procedure Act, Minnesota Statutes, chapter 14, and the rules of the Office of Administrative Hearings, chapter 1400.

Subp. 12. **Classroom discrimination; procedures.** Every accredited sponsor must establish written procedures for the investigation and resolution of allegations of classroom discrimination. The procedures must minimally specify:

- A. the person to whom the complaint must be made;
- B. the process to investigate complaints;
- C. the sanctions that may be imposed if a complaint is sustained;
- D. the appeal process for the offending party;
- E. the process to notify the complainant of the investigation and disposition; and
- F. the effective date of the procedures or subsequent modifications of the procedures.

Subp. 13. **Copy of procedures.** The accredited sponsor must make the written procedures required in subpart 12 available to all faculty, instructors, administrative staff, and to anyone else upon request.

Subp. 14. **Complaints.** Complaints that allege classroom discrimination during a course must be processed according to the written procedures required in subpart 12 by the accredited sponsor.

Statutory Authority: *MS s 214.10; 214.12; 626.84 to 626.863*

History: *11 SR 2337; 14 SR 12; L 1990 c 422 s 10; 32 SR 2173*

Published Electronically: *July 9, 2008*