

## ATTACHMENT A

### Technical Standards Review and Revision Process Overview Maine Department of Education

*Note: The review of technical standards is not part of the certification of industry standards outlined in Public Law Chapter 679, Title 20-A, Chapter 313 Section 8306-B.*

#### ***Abbreviated Review of Standards (annually)***

Annually, either via survey or at a scheduled technical update group meeting, instructors in each group will be asked:

- Verify industry standard(s) to which programs in the technical update group are aligned
- Comment on any known or pending changes to industry standards as indicated on Maine DOE website; Maine DOE will also conduct research on standards to check for updates

Based on this review, the technical update group will inform Maine DOE and MACTE of their findings, which may result in no changes required, a recommendation for a full review of standards, or recommendations for new or updated standards.

#### ***Full Review of Standards (every three years)***

Every third year, a technical update group will undertake a full review of their programs' industry standards facilitated by Maine DOE to ensure their validity and currency. The full reviews will take place on a three-year cycle, with seven or eight program areas reviewed every academic year. Each review will result in a report presented to MACTE. Reviews may result in a need to update standards for individual program areas, which would need to go through the full approval and certification process.

The full review process will consist of the following steps:

- Meet with technical update group director and instructor chair to plan process
- Gather information via survey about standards use and implementation to guide process
- Maine DOE conducts research on updated standards for presentation to and discussion with technical update group instructors
- Maine DOE and technical update group meet to debrief survey results, consider updated information on standards (if applicable), and to make recommendations for updates to standards OR verify currency and validity of existing standards
- Maine DOE may also utilize school/classroom visits or observations, review of individual program curriculum, individual interviews or focus groups with school staff or students, communications with industry stakeholders and Program Advisory Committees, and other strategies in the review process as deemed necessary or appropriate by technical update group and Maine DOE
- Maine DOE and technical update group director (and instructor chair, if applicable) prepare findings and report for presentation to MACTE, which may result in no changes needed or recommendations for new or updated standards

**Full Review Timeline and Schedule (Tentative)**

<b>Technical Update Group</b>	<b>Academic Years for Review</b>
Public Safety	2016-2017, 2020-2021, 2024-2025
Computer Repair/Install	2016-2017, 2020-2021, 2024-2025
Graphic Arts	2016-2017, 2020-2021, 2024-2025
Multimedia	2016-2017, 2020-2021, 2024-2025
Small Engine Repair	2016-2017, 2020-2021, 2024-2025
Business Studies	2016-2017, 2020-2021, 2024-2025
Building Trades	2016-2017, 2020-2021, 2024-2025
Composite Manufacturing/Materials Engineering	2017-2018, 2021-2022, 2025-2026
Wood Harvesting/Heavy Equipment/Commercial Driver	2017-2018, 2021-2022, 2025-2026
CTE Employability Skills	2017-2018, 2021-2022, 2025-2026
Automotive Technology	2017-2018, 2021-2022, 2025-2026
Drafting	2017-2018, 2021-2022, 2025-2026
Welding	2017-2018, 2021-2022, 2025-2026
Electrical	2017-2018, 2021-2022, 2025-2026
Agriculture/Horticulture/Natural Resources	2017-2018, 2021-2022, 2025-2026
Health Services	2018-2019, 2022-2023, 2026-2027
Machine Tool	2018-2019, 2022-2023, 2026-2027
Pre-Engineering	2018-2019, 2022-2023, 2026-2027
Auto Body	2018-2019, 2022-2023, 2026-2027
Cooperative Education	2018-2019, 2022-2023, 2026-2027
Culinary Arts	2018-2019, 2022-2023, 2026-2027
Early Childhood Education Occupations	2018-2019, 2022-2023, 2026-2027
Marketing/Sales	2018-2019, 2022-2023, 2026-2027