Addendum to the NAST Handbook 2017-18
NATIONAL ASSOCIATION OF SCHOOLS OF THEATRE
May 2018

The NAST Board of Directors, Commission on Accreditation, and Membership as noted below approved these revisions during votes which took place during the NAST Annual Meeting in March 2018.

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CONSTITUTION
— Action by the NAST Membership —

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Constitution
Article XI, Amendments

Amend Article XI as follows:
The Constitution of the Association may be amended by a two-thirds vote of the delegates present and voting at any Annual Meeting at which a quorum is present, or voting at a meeting or in a poll conducted through electronic means when the same quorum requirements are met, provided a written notice of any proposed amendment, with Board review and recommendation, be sent with opportunity to comment to all accredited institutional members at least four weeks prior to said meeting.

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BYLAWS
— Action by the NAST Membership —

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Bylaws
Article I, Membership
Section 1. Membership

Amend Section 1.A. as follows:

A. Associate Membership. Associate Membership may be granted to baccalaureate and/or graduate degree-granting institutions, community/junior and two-year colleges, and non-degree-granting institutions applying for the first time that meet all curricular standards and all other applicable standards of the Association, and which are developing in areas related to purposes or operations. Accreditation with Associate Membership is valid for up to five years. At the end of this period, such institutions will be required to demonstrate substantial progress in areas under development and to satisfy all criteria for Membership in the Association.

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Bylaws
Article IV, Commission on Accreditation

Amend Section 1. as follows:

Section 1. Membership. The Commission on Accreditation shall have thirteen (13) fifteen (15) voting members including the Chair. With the exception of the public members, Commission members shall be elected by the voting members of the Association from among individuals officially representing member institutions. With the exception of the public members, the Commission shall be appropriately balanced to represent a variety of theatre
backgrounds and perspectives. Commission members should have had experience as visiting evaluators. In making nominations for the Commission, the Committee on Nominations shall take into consideration the need for balance among various types of institutions.

A. **Chair.** The Chair shall be an official representative of an institution with Membership in the Association as defined in Article I., Section 1., of the Bylaws. The Chair shall be elected for a three-year term. The Chair should have served one or more terms on the Commission, and the term as Chair shall be in addition to time already served as a Commission member.

B. **Public Members.** There shall be two public members to represent the public interest. The public members shall have full privileges of the floor and full voting powers. The public members shall be appointed annually by the President in consultation with the Executive Committee of the Board of Directors. Public members shall serve no more than six consecutive years. Once appointed, the public members have no reporting responsibility to the President or to the Executive Committee regarding the work of the Commission. The public members must keep the confidentiality required of all Commission members (see concluding paragraph of Section 1. of this Article).

C. **Representatives.** In addition to the Chair, there shall be ten (10) twelve (12) members of the Commission; each shall be the official representative of an institution with membership in the Association as defined in Article I., Section 1., of the Bylaws. The Commission shall have members from institutions with professional degree programs such as the Bachelor of Fine Arts or Master of Fine Arts; liberal arts and/or academic degree programs such as the Bachelor of Arts, Master of Arts, or Doctor of Philosophy; and professional training that may or may not result in the awarding of a certificate. Members shall serve three-year terms, or less if elected to fill an unfinished term, on a Terms shall be staggered-basis so that no more than three are to be elected each year to full terms.

D. **Recorder.** The Executive Director or his/her agent shall serve as the Recorder of the Commission. The Recorder of the Commission shall have no vote.

Though the above procedure ensures a broad range of individual and institutional perspectives, once elected, members of the Commission shall act as individuals in accordance with the standards, policies, procedures, and autonomy of the Association. In conducting the business of the Commission, they shall not serve as representatives of types of institutions or other organizations, however defined. They shall hold in confidence the actions of the Commission and the discussions leading to them.

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Bylaws
Article VII, Meetings and Voting
Section 1. Membership Meetings

Amend Section 1.A. as follows:

A. **Annual Meeting.** The Annual Meeting of the Association normally shall be held during the third or fourth week of March on a date and at a time and place to be determined by the Board of Directors, for the purpose of elections, and for the transaction of other such business as may be brought before the meeting. The Board of Directors is empowered to designate a different time if such seems to be in the best interest of the Association. An appropriate registration fee may be assessed, the amount to be approved by the Board.

A member institution failing to send an official representative to two (2) successive Annual Meetings may be placed on probation or have its Membership revoked by majority vote of the Commission on Accreditation. Written appeal may be made to the Commission, which shall have discretionary power after a hearing to reinstate the institution whose Membership has been revoked.
Accredited institutional members may send multiple representatives; however, only the designated institutional representative of any accredited institutional member may vote on Association business (see Constitution, Article III). Representatives from applicant institutions and those interested in the work of NAST are welcome to attend the Annual Meeting.

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Bylaws
Article XI, Council of Arts Accrediting Associations

Amend Section 3. as follows:

Section 3. The Council operates the Accrediting Commission for Community and Precollegiate Arts Schools (ACCPAS) to review institutions and programs that offer arts study for children, youth, and adults not associated with postsecondary degrees or credentials. Normally, these institutions offer programs in more than one arts discipline. ACCPAS accredits schools but is not a membership organization. The Council establishes the standards used by ACCPAS consistent with standards for non-degree-granting institutions approved by the NAST membership and by the other member associations for their respective disciplines. The Council also appoints the voting members of ACCPAS Chair and public members of ACCPAS, and ratifies the voting member appointments to ACCPAS made by the Presidents of the member associations.

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Bylaws
Article XV, Amendments

Amend Article XV as follows:

These Bylaws may be amended by a majority vote of the delegates members 1) present and voting at any Annual Meeting at which a quorum is present, or 2) voting at a meeting or poll conducted through electronic means when the same quorum requirements are met, provided a written notice of any proposed amendment, with Board review and recommendation, be sent with opportunity to comment to all accredited institutional members at least four weeks prior to said meeting.

CODE OF ETHICS
— Action by the NAST Membership —

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Code of Ethics
Article VI, Amendments

Amend Article VI as follows:

The Code of Ethics may be amended by a majority vote of the delegates members 1) present and voting at any Annual Meeting at which a quorum is present, or 2) voting at a meeting or poll conducted through electronic means when the same quorum requirements are met, provided a written notice of any proposed amendment, with Board review and recommendation, be sent with opportunity to comment to all accredited institutional members at least four weeks prior to said meeting.
RULES OF PRACTICE AND PROCEDURE, PART I
— Action by the NAST Board of Directors —

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Rules of Practice and Procedure, Part I
Article I. Association Policies

Amend Section 6. as follows:

Section 6. Orientation and Training of Personnel. Prior to or at the beginning of service, and as appropriate as service continues, the Association orients or trains members of the Board of Directors, Commission on Accreditation, Committee on Ethics, visiting evaluators, and National Office staff in a manner consistent with the nature and scope of their respective duties and responsibilities. For individuals involved in accreditation reviews, orientation and training includes the Association’s responsibilities regarding distance education. Orientation and training is conducted through written materials and through various interactive means. The requirements of this section also apply to the members of any Appeals Committee established for a specific review as provided for in the Rules of Practice and Procedure, Part II., Article VIII.

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Rules of Practice and Procedure, Part I
Article II. Procedures Regarding Petition for Review of Non-Accreditation Decisions
Section 3. Procedures for Petition

Amend 3.E. as follows:

E. If the above procedure fails to reach a resolution of the matter, the Executive Director, with approval of the other officers, shall have the power to appoint a review panel comprising three persons, none of whom shall be members of the body against whose decision the petition is filed.

The work of the hearing panel shall be conducted in such a manner to minimize costs to the petitioner and to the Association. If necessary, the review panel may conduct hearings either in person, or by conference telephone call, or by other forms of electronic communication. All work of the review panel shall be conducted in accordance with due process and according to the Constitution, Bylaws, Code of Ethics, and Rules of Practice and Procedure of NAST. If circumstances require the review panel to meet at a time other than the NAST Annual Meeting, the Finance Committee of NAST shall designate a procedure for equitable distribution between the petitioning institution or individual and NAST of all costs for such a meeting or hearing.

The review panel may either recommend affirming the decision, or recommend that the body in question reconsider the decision, giving reasons in either case.

RULES OF PRACTICE AND PROCEDURE, PART II
— Action by the NAST Commission on Accreditation —

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Rules of Practice and Procedure, Part II
Article XII. Printed Recognition of Membership

Amend Section 1. as follows:
Section 1. Accredited Membership

A. When an accredited member institution publishes a composite list of agencies that accredit it, NAST must be included.

B. Clear distinctions must be made between NAST accreditation and other organizational memberships or affiliations or approvals. Only NAST approves theatre units and curricula.

C. Statements regarding accredited institutional membership must be present in the institution’s catalog or other publications. These statements shall be factual, not editorial, and brief—such as:

“[Name of Institution] is an Accredited institutional member of the National Association of Schools of Theatre (or of NAST)”;

“(Name of Institution) is Accredited by NAST”; or

“(Name of Institution) has been accredited by NAST since (date)”.

D. The institution shall publish in one or more official documents concerning its theatre program the name, address, and telephone number of NAST.

Note: NAST accreditation is granted to the institution, not the unit(s) in which the theatre program resides.

STANDARDS FOR ACCREDITATION
 — Action by the NAST Membership —

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Standards for Accreditation
I. Basic Criteria for Membership

Amend I.A. as follows:

A. Degree-Granting Institutions

The National Association of Schools of Theatre recognizes many types of programs in degree-granting institutions. The primary purpose for all institutions, whatever types of programs they offer, should be to provide the best possible environment for education and training in theatre. Such an environment should foster an understanding of the arts and an attitude of respect for their potential contribution to society.

Applicants for accreditation as degree-granting members are two-year, four-year, or five-year undergraduate or graduate level institutions. Accredited institutions shall meet the following Basic Criteria for Membership:

1. The institution shall maintain a curricular program of education and training in theatre.

2. The institution shall offer at least one complete degree program, curriculum (e.g., Bachelor of Fine Arts, Bachelor of Arts with a major in Theatre, et al.), or shall provide the theatre component of a degree program offered in conjunction with an accredited degree-granting institution, that meets all applicable standards.

3. The Undergraduate degree-granting institutions shall have graduated from at least one curricular program that meets all applicable standards, at least one class of students with a minimum of three students who have been through the institution’s own program from beginning to final year, and another class shall be in readiness subject to examination.
4. Institutions offering one or more graduate programs as their only degree programs shall have graduated at least two students from at least one graduate program that meets all applicable standards, and shows evidence of continuing enrollment. If institutions offer undergraduate and graduate programs, graduate programs must have graduate students matriculated or in residence, or have received Plan Approval from the Commission on Accreditation.

5. The institution’s legal authority shall be stated clearly in its published materials as identified by its charter, authority to grant degrees, structure of control, profit or non-profit status, and affiliation, if any, with a parent or sibling organization.

6. All policies regarding admission and retention of students, as well as those pertaining to the school’s evaluation of progress, shall be clearly defined in literature published by the institution.

7. All tuition, fees, and other charges, as well as all policies pertaining thereto, shall be clearly described in the institution’s published literature.

8. Faculty members shall be qualified by educational background and/or professional experience for their specific teaching assignments. The institution shall list its faculty in its published literature.

9. The institution shall have facilities and equipment commensurate with the needs of its educational program.

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Standards for Accreditation
II. Purposes and Operations
K. Articulation with Other Institutions

Amend K.2. as follows:

2. Guideline. Baccalaureate degree-granting theatre units are expected to assume joint responsibility for working cooperatively to facilitate the articulation of between community/junior and two-year college and senior four-year college programs: for example, the development of validation examinations, state and/or regional articulation committees, and procedures for maintaining current information regarding credit and admission policies. See Standards for Accreditation III.A.3. for standards regarding transfer of credit.

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Standards for Accreditation IV.
Undergraduate Programs in Theatre C.
Degree Structures
2. Majors, Minors, Concentrations, and Areas of Emphasis

Amend 2.b. as follows:

b. In order to be designated a major in a B.F.A. or studio professional degree program, a field of specialization must be accorded no less than 25% of the total credits required for the B.F.A. degree at the baccalaureate level.

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Standards for Accreditation
VI. Two-Year Degree-Granting Programs

Amend VI.A. and B. as follows:
A. Purposes and Protocols

1. Purposes. Two-year degree-granting programs in theatre are normally offered within the following general contexts:
   a. Enrichment programs for the general college student;
   b. Terminal offerings which have an occupational emphasis Degrees, certificates, or curricular offerings having an occupational or vocational emphasis and not intended to prepare for transfer;
   c. Terminal Curricular offerings providing instruction in theatre as an element of liberal education, without the intention of training for theatre occupations; or
   d. Degrees or other Programs intended to prepare students for transfer and continuing study toward liberal arts or professional baccalaureate degrees in theatre.

2. Standards Applicability
   a. Associate or other degree programs offering theatre courses in a two-year program of occupational studies not intended for transfer should follow standards below in and guidelines found in Standards VI.C.
   b. Associate degree programs offering theatre courses as a major in a two-year program of liberal studies not intended for transfer should use as guidelines the standards and guidelines for four-year institutions offering liberal arts degrees found in Standards VII.C and D.
   c. Associate degree programs offering theatre courses in a curriculum intended to lead, by transfer, to baccalaureate degree programs should follow the standards and guidelines for the theatre major transfer program found in Standards VI.B below.

B. Standards for the Theatre Major Transfer Program

1. Curricular Purpose. Institutions offering the theatre major transfer program shall maintain a curricular program equivalent to the first two years of a four-year baccalaureate program. In this regard, institutions offering programs intended to transfer to liberal arts degrees must use the standards for such degrees found below in Standards VII. Institutions offering programs intended to transfer to a professional baccalaureate degree must use the Common Body of Knowledge and Skills in Standards VIII.B., and the appropriate major in Standards IX. as the basis for their curricular requirements.

2. Theatre Education. Students expecting to transfer to baccalaureate degree programs in theatre education shall be provided opportunities to gain background understanding and skills that support upper-division completion of competencies essential to the teaching specialization (see Standards X.).

3. General Studies. The liberal arts component of a student’s program shall be selected according to the requirements of each state for the specific colleges to which students will transfer, taking into consideration the NAST guidelines and recommendations for general studies listed under the standards for the various baccalaureate degrees in theatre.

4. Articulation Agreements. Community and two-year colleges preparing students for continuing study in four-year colleges should maintain close liaison with those institutions to which their students may transfer. It is expected that community/junior and two-year colleges and senior four-year colleges and universities will assume joint responsibility for working cooperatively to facilitate the articulation of community/junior and two-year college and senior four-year college programs; for example, the development of validation examinations, state and/or regional articulation committees, means for relating courses in terms of content rather than numbers or titles, and procedures for maintaining current information regarding credit, transfer, and admissions policies.
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Standards for Accreditation
VIII. All Professional Baccalaureate Degrees in Theatre

Amend VIII.D. as follows:

D. Recommendations. Students engaged in professional undergraduate degrees in theatre should have opportunities to:

1. Gain a basic understanding of the nature of professional work in their major field. Examples are: organizational structures and working patterns; artistic, intellectual, economic, technological, and political contexts; and developmental potential.

2. Acquire the entrepreneurial skills necessary to assist in the development and advancement of their careers, normally including the development of competencies in communication, presentation, business, and leadership skills necessary to engage in professional practice in the major field.

3. Explore areas of individual interest related to theatre in general or to the major. Examples are: bibliography, aesthetics, theory, production practices, specialized topics in theatre history, analysis, technology, and pedagogy.

4. Practice synthesis of a broad range of theatre knowledge and skills, particularly through learning activities, such as independent study, that involve a minimum of faculty guidance, where the emphasis is on evaluation at completion (see Standards III.G.).

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Standards for Accreditation
IX. Specific Professional Baccalaureate Degrees in Theatre
E. Bachelor of Fine Arts in Stage Management

Amend E.3. as follows:

3. Essential Competencies, Experiences, and Opportunities (in addition to those stated for all degree programs).

a. Comprehensive understanding of the basic elements of theatrical production through exposure and experience, including but not limited to scenic design and construction; properties design and construction; costume design and construction; lighting design, hang and focus; sound design and mixing; crew operations in all areas; acting; and directing.

b. Thorough familiarity with the life-cycle of a production, and the responsibilities of a Stage Manager at each stage, including the design and rehearsal process as well as the run, close, and strike; interaction with all non-production areas including house management, marketing, public relations, and development; and the role of the Stage Manager in communication and collaboration with production and non-production oriented departments in day to day and emergency situations.

c. Understanding of the structure of cue calling including dramatic, rhythmic and musical beats and pauses, and experience calling a show in performance. Basic skills in music reading and rhythmic understanding through either vocal or instrumental performance are strongly recommended.

d. Knowledge of a typical professional production hierarchy, including the participants at each level, the relationship of each to the Stage Manager, and the responsibilities usually associated with job titles.

e. Ability to read and analyze a work for production, including work in text-, music- movement-based, or other genres. Both study and experience are important in developing this competency.
f. Ability to read and interpret production paperwork and drawings, including but not limited to schedules; scenic ground plans, sections, elevations, and construction drawings; light plots, hook-ups, and magic sheets; costume renderings and plots; and sound plots.

g. Knowledge of rehearsal preparation and management, including but not limited to floor taping, reading scale rules, room set up, blocking notation, and development of stage management “kits.”

h. Experience with the Stage Manager/Assistant Stage Manager relationship, by working both as an Assistant Stage Manager and as a Stage Manager with an Assistant Stage Manager.

i. Multiple organizational and communication skills, including the ability to speak and write competently, legibly, and accurately. Studies in personnel management, interpersonal relations, and public speaking are recommended.

j. Knowledge of federal, state, and local health and safety codes, best practices, and industry standards as they relate to theatrical venues and production elements.

jk. Ability to use computers, including software for word processing and spreadsheets, databases and presentations, and scheduling and calendaring.

kl. Basic knowledge of performing arts unions [including but not limited to Actors’ Equity Association, International Alliance of Theatrical Stage Employees/United Scenic Artists, American Guild of Musical Artists, American Federation of Musicians, and the Society of Stage Directors and Choreographers].

lm. Exposure to live performance throughout the degree program, including but not limited to observing as audience members or crew members, or through shadowing a variety of live performance forms including but not limited to plays, operas, musicals, and dance. Observation of professional organizations and Stage Managers either resident or touring and professional internships are strongly encouraged.

mn. Experience with evaluation, including annual self-review and annual written department/faculty review.

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Standards for Accreditation
XII. Graduate Programs in Theatre
A. Fundamental Purposes and Principles
4. Creative Work, Inquiry, Research, and Scholarship

Amend 4.a. as follows:

a. Professional work in theatre specializations is produced through creative endeavor, inquiry, and investigation. Each type of work and each individual work exhibits the integration of specific intent, content, methodology, and - 

product achievement of desired result. Individual or group decisions about these four elements shape the ways that creativity, inquiry, and investigation are used to produce work in various artistic, scholarly, pedagogical, or other specializations that results in contributions to the body of knowledge and practice in theatre. Competency to practice includes the ability to conduct the types of creative work, inquiry, and investigation normally associated with one or more fields of specialization.

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Standards for Accreditation
Section XII. Graduate Programs in Theatre
C. General Degree Requirements and Procedures
1. Credits
Amend 1.c. as follows:

c. A course may enroll an undergraduate student and maintain its status as being intended for graduate students only if, in the context of that course, the undergraduate student is expected to meet the same standards, do the same work, and otherwise perform as a graduate level student.

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Standards for Accreditation
Section XIII. Admission to Graduate Study

Amend XIII.E. as follows:

E. Basic Language Competencies. All students admitted to graduate degree study in theatre shall demonstrate sufficient knowledge of, and skill in, and understanding of English to pursue the required studies.

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Standards for Accreditation
Section XV. Specific Terminal Degrees
B. Specific Master of Fine Arts Degrees
1. The Master of Fine Arts in Acting

Amend 1.a. as follows:

a. The graduate must demonstrate advanced professional competence in acting including, but not limited to:

   (1) The ability to employ a broad range of acting knowledge and skills in the creation and presentation of roles.

   (2) The ability to perform in plays and roles of various types, and from various periods.

   (3) The acquisition of advanced understanding and capabilities in voice and speech, movement, and play analysis.

   (4) A working knowledge of historical, critical, and theoretical content and the ways they inform playwriting and dramatic writing, the creation of roles, and other aspects of production.

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Standards for Accreditation
Section XVII. Admission to Non-Degree-Granting Programs in Theatre
C. Theatre Aptitudes and Achievements

Amend C.1. as follows:

1. Auditions and Evaluations. At some point prior to admission to a professional certificate or diploma requiring more than 30 semester hours or more or the equivalent, member institutions must require auditions or other evaluations as part of the admission decision.

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Appendices
Appendix III.B. Policies Concerning Listings in NAST Publications

Amend Section 1. as follows:
Section 1. Accredited Institutional Membership

Associate Membership may be granted to baccalaureate and/or graduate degree-granting institutions, community/junior and two-year colleges, and non-degree-granting institutions applying for the first time that meet all curricular standards and all other applicable standards of the Association, and which are developing in areas related to purposes or operations. Accreditation with Associate Membership is valid for up to five years. At the end of this period, such institutions will be required to demonstrate substantial progress in areas under development and to satisfy all criteria for Membership in the Association. Associate Members are identified as such in NAST Directory Lists.

Membership is granted to institutions meeting all of the standards of the Association. Institutions approved with Membership are granted five-year periods of accreditation. At the end of five years, such institutions are expected to apply for Renewal of Membership.

Institutions renewed for membership are granted ten-year periods of accreditation.

The Standards for Institutional Membership are published regularly in the NAST Handbook.

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