ORIENTATION FOR NEWCOMERS TO NAST

MONDAY, APRIL 5, 2021
12:00 NOON - 1:00 P.M. (EDT)

LARRY DOOLEY, COLUMBUS STATE UNIVERSITY
PAUL FLOREK, NAST NATIONAL OFFICE
Welcome to NAST

- Established in 1965
- 192 Accredited Institutional Members in 41 States and the District of Columbia
- 23 Potential Members
- Recognized by USDE
- Cooperates with Regional Bodies
- Maintains External Relationships - AATE, ATHE, URTA, USITT, CAEP, ASPA, etc.
DAILY ACTIVITIES

- ACCREDITATION/CONSULTATION
- PROFESSIONAL DEVELOPMENT
- INSTITUTIONAL RESEARCH (HEADS)
- POLICY STUDIES
- PUBLIC INFORMATION
ORGANIZATIONAL FUNCTION

- BOARD OF DIRECTORS
- COMMISSION ON ACCREDITATION/VISITING EVALUATORS
- COMMITTEE ON NOMINATIONS
- COMMITTEE ON ETHICS
- STAFF
MANAGEMENT PRINCIPLES

- RESPECT FOR INSTITUTIONAL AUTONOMY - FRAMEWORK APPROACH
- COLLEGIAL AND COLLABORATIVE RELATIONSHIPS
- SEPARATION OF POWERS WITHIN A DEMOCRACY (BOARD, COMMISSION, MEMBERSHIP)
- SERVICE-ORIENTED
- ADVANCING THE CAUSE OF THEATRE
NATIONAL OFFICE

- RESTON, VIRGINIA
- OPEN 9 AM TO 5 PM (ET) DAILY, EXCEPT HOLIDAYS
- 5500 SQUARE FEET
- 13 FULL-TIME STAFF MEMBERS (HIRING)
- NASM, NASAD, NASD
- CAAA (ACCPAS, HEADS, ACHIEVEMENT AND QUALITY)
NAST STAFF

- SERVE THE MEMBERSHIP
- ACCREDITATION CONSULTATION
- DIRECTION TO RESOURCES
- CORRESPONDENCE AND CALLS ARE CONFIDENTIAL
FINANCIAL SUPPORT

- OPERATES ON A BALANCED BUDGET
- 2020 - 21 PROJECTED REVENUE $343,676
- 2020 - 21 PROJECTED EXPENSES $305,964 * (AM CANCELLATION)
- REVENUE SOURCES - DUES, ANNUAL MEETING, PRE-MEETING WORKSHOPS, PUBLICATIONS
IMPORTANCE OF ACCREDITATION

- PLAN FOR THE FUTURE
- ADJUDGED AGAINST NATIONAL STANDARDS AND STATED ASPIRATIONS
- TAKE STOCK OF INSTITUTIONAL ACHIEVEMENTS AND NEEDS
- GAIN EVALUATIVE ASSISTANCE FROM PEER EXPERTS
PUBLICATIONS PROGRAM

- HANDBOOK (ALWAYS USE CURRENT ITERATION)
- PROCEDURES FOR INSTITUTIONAL MEMBERSHIP (ALWAYS USE CURRENT ITERATION)
- DIRECTORY LIST (LOG IN)
- EXECUTIVE SUMMARIES
- BRIEFING PAPERS
- FUTURES WORK
NAST HANDBOOK

- Constitution
- Bylaws
- Code of Ethics
- Rules of Practice and Procedure Part I and Part II
- Standards for Accreditation
- Appendices
RULES OF PRACTICE AND PROCEDURE

- MEMBERSHIP CATEGORIES
- PURVIEW OF NAST
- SUBSTANTIVE CHANGE
- PLAN APPROVAL AND FINAL APPROVAL FOR LISTING
- PRINTED RECOGNITION OF MEMBERSHIP
- COMMISSION ACTION - TYPES AND TIMELINES
STANDARDS FOR ACCREDITATION

I. BASIC CRITERIA FOR MEMBERSHIP
II. PURPOSE AND OPERATIONS
III. PROGRAM COMPONENTS
IV. - XI. UNDERGRADUATE CURRICULAR STANDARDS
XII. - XV. GRADUATE CURRICULAR STANDARDS
XVI. - XVIII. NON-DEGREE-GRANTING STANDARDS
XIX. FREE-STANDING INSTITUTION STANDARDS
XX. PROPRIETARY INSTITUTION STANDARDS
APPENDIX I.A.-I.F.
HANDBOOK LANGUAGE

- STANDARDS - MUST, SHALL, ESSENTIAL COMPETENCY
- GUIDELINES - NORMALLY, SHOULD RECOMMEND
- PERCENTAGES?
DEGREE TYPES IN HANDBOOK

- ASSOCIATE
  - LIBERAL ARTS (TRANSFER)
  - PROFESSIONAL (TRANSFER)
  - VOCATIONAL
- NON-DEGREE-GRANTING (UNDERGRADUATE OR GRADUATE)
- UNDERGRADUATE
  - LIBERAL ARTS
  - PROFESSIONAL
- GRADUATE
  - INITIAL
  - TERMINAL
CONSIDERING CITATIONS

- II.I.1.G./ II.I.2.C. - TITLE/CONTENT CONSISTENCY
- III.A. - CREDIT AND TIME REQUIREMENTS
- III.B. - TIME ON TASK
- III.H. - DISTANCE LEARNING
- III.K. - NON-DEGREE-GRANTING PROGRAMS FOR THE COMMUNITY
- IV.C. - DEGREE STRUCTURES
- VII.B. OR VIII.B. - COMMON BODY OF KNOWLEDGE
OTHER SERVICES

- CONSULTATIVE ASSISTANCE
- CONSULTANTS
- COMMISSION REVIEW
- STAFF
- INDIVIDUAL MEMBERSHIP
- HEADS
ANNUAL REQUIREMENTS OF MEMBER INSTITUTIONS

☐ ACCREDITATION AUDIT (SENT JUNE 1 - DUE JULY 1)
☐ AFFIRMATION STATEMENT (SENT JUNE 1 - DUE JULY 1)
☐ HEADS DATA SURVEY (OPEN NOV. 1 - DUE JAN. 31)
☐ SUPPLEMENTAL ANNUAL REPORT - FREE-STANDING THEATRE INSTITUTIONS ONLY (DUE OCT. 15)
☐ NAST DUES AND FEES (BILLED JULY 1)
NAST INSTITUTIONAL REPRESENTATIVE

- VOTES ON NAST BUSINESS
- SERVES AS REPRESENTATIVE FOR INSTITUTION AND FOR NAST
- DISTRIBUTES INFORMATION WITHIN INSTITUTION
- MAINTAINS KNOWLEDGE OF MEMBERSHIP RESPONSIBILITIES
- SEEKS ASSISTANCE AS NEEDED
COMMUNICATING WITH NAST

- QUESTIONS ABOUT STANDARDS
- QUESTIONS ABOUT PROCEDURES
- QUESTIONS ABOUT COMPREHENSIVE REVIEW
- QUESTIONS ABOUT INITIATING OR CHANGING CURRICULAR PROGRAMS
- QUESTIONS ABOUT SUBSTANTIAL CHANGE (CONTACT STAFF BEFORE SUBMITTING FOR COMMISSION REVIEW)
- QUESTIONS ABOUT THEATRE IN HIGHER EDUCATION
- CONCERNS OF ANY NATURE REGARDING THE ASSOCIATION’S WORK
COMMUNICATING WITH NAST

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CONCLUSION

☐ COMMUNICATE WITH NAST
☐ BE PROACTIVE AND VOLUNTEER
☐ STAY INFORMED
☐ PROVIDE LEADERSHIP IN MATTERS OF ACCREDITATION
THANK YOU