



FACILITIES, EQUIPMENT, HEALTH, AND SAFETY

1. STANDARDS

A. Facilities, equipment, and technology must be adequate to support faculty needs, all curricular offerings, and all students enrolled in them, and be appropriately specialized for advanced work.

B. Space, equipment, and technology allotted to any dance unit function must be adequate for the effective and safe conduct of that function.

C. It is the obligation of the institution that all students in dance programs be fully apprised of health and safety hazards and procedures inherent in the use of materials and equipment appropriate to specific disciplines and be instructed in their proper handling and operation.

D. The institution shall have a plan by which it addresses health and safety issues on a continuing basis.

E. The number of rehearsal, performance, and classroom spaces and the amount and availability of equipment must be adequate to serve the scope of the program and the number of students enrolled. Normally, a minimum of two large dance studios are provided.

F. Students must have adequate studio space and time to complete requisite class and performance assignments.

G. An adequate dance studio meets or exceeds the following specifications:

- 1) Unobstructed space, providing a minimum of 2400 square feet overall, and providing a minimum of 100 square feet per dancer;
- 2) Ceiling height of at least 15 feet;
- 3) Floors with the necessary resilience for dance (i.e., sprung or floating floor) and with surfacing appropriate to the nature of the dance activity;
- 4) Adequate fenestration, lighting, acoustical ambiance, and ventilation;
- 5) Adequate mirrors and barres;
- 6) Adequate locker rooms, showers, drinking fountains, restrooms, and access to first aid.

2. GUIDELINES AND RECOMMENDATIONS

A. Appropriate equipment for the instructional program normally includes the following:

- 1) Lighting equipment in teaching and performance spaces;
- 2) A piano in each studio;
- 3) Video, film, and image projection equipment in appropriate teaching stations;
- 4) Sound systems in each studio and in production areas;
- 5) A variety of percussion instruments in appropriate teaching stations; and
- 6) Access to technological equipment such as computers appropriate to the research, teaching, artistic, and management needs of the program.

B. Facilities for the instructional and administrative aspects of the dance program should be sufficiently localized to function cohesively and effectively.

C. Provision should be made for students to have access to adequate studio facilities in other than scheduled class times.

D. A well-equipped theatre or studio-theatre should be available when needed for dance concerts and for use as a class laboratory.

E. Adequate, safe, secure, and well-equipped space should be provided for costume and scene construction, maintenance, and storage.

F. Adequate, safe, and secure storage space should be provided for instructional equipment.

G. Appropriate and secure dressing and shower facilities should be provided for students and faculty.

H. Adequate office space for faculty and staff should be provided in close proximity to the instructional facilities.

I. There should be appropriate space and equipment for the administrative functions of the program.

J. Institutions are encouraged to provide an adequate, secure, and well-equipped facility for producing performance-quality recordings of dance performances.

K. All facilities and equipment should produce an environment conducive to learning and be sufficient to enable faculty and students to focus on academic and artistic endeavors.

L. Each dance unit should maintain a plan for the regular upkeep of its facilities and maintenance and replacement of equipment. The plan should be developed consistent with goals and objectives, the size and scope of the dance unit, and prospective changes.



LIBRARY AND LEARNING RESOURCES

NOTE: Items G.1. through G.7. apply to degree-granting institutions.
Item G.8. applies only to non-degree-granting institutions.

1. OVERALL REQUIREMENTS

A. Standards

- 1) The dance unit shall have library, learning, and information resources necessary to fulfill its purposes and appropriate for the size and scope of its operations.
- 2) The institution shall place importance on the development and maintenance of library, learning, and information resources to support its curricula in dance.
- 3) The institution shall have policies concerned with, but not limited to, the following aspects of library operation:

- (a) Governance and administration;
- (b) Collections and their development;
- (c) Personnel services; and
- (d) Access, facilities, and finances.

B. Recommendations

- 1) The dance collection should be considered an integral part of the dance program of the institution.
- 2) The policies referred to in Section II.G.a.(2) should support both the number and scope of curricular objectives and should be developed in a manner that demonstrates coordination between the library staff and the dance faculty.

2. GOVERNANCE AND ADMINISTRATION

A. Standard. The functional position of the dance collection within the total library structure shall be clearly identified, and the responsibilities and authority of the individual in charge of this collection shall be defined.

B. Recommendation. There should be a close administrative relationship among all libraries within the institution so that dance students and faculty may make the best use of library resources.

3. COLLECTIONS

A. Standards

- 1) The institution must maintain library holdings and/or electronic access to holdings in dance of sufficient size and scope to complement the nature and levels of the total instructional program in dance, to provide incentive for individual learning, and to support research appropriate for its faculty.
- 2) There shall be evidence that a systematic acquisitions, preservation, and replacement program compatible with appropriate needs has been planned, and that some form of faculty consultation and review is a continuing aspect of this program.

- 3) Materials in all formats required for the study of dance—books, periodicals, microforms, audio and video recordings, film and images, and electronic access to other databases—shall be the basis of the acquisitions, preservation, and replacement program.

B. Recommendation and Comment

- 1) Whenever possible, cooperative arrangements should be established with information sources outside the institution to augment holdings for student and faculty use.
- 2) The books, audio and video recordings, and film and images held by the libraries of municipalities, radio stations, historical societies, and other schools, and access to various electronic databases, can often provide a breadth of coverage far beyond that of the institution.

4. PERSONNEL

A. Standard. The library shall be staffed by qualified personnel sufficient to meet the various needs of the dance unit.

B. Recommendation. Institutions are encouraged to engage specialized personnel whenever feasible to organize and maintain the dance holdings.

5. SERVICES

A. Standards

- 1) The institution shall maintain appropriate hours of operation for the library.
- 2) There must be convenient access to the library holdings in dance through complete and effective catalogs, indexes, and other appropriate bibliographical tools.
- 3) There must be access to the holdings of other institutions through union catalogs, cooperative network facilities, photoduplication, and interlibrary loan.
- 4) Instruction in the use of the dance collection shall be provided.

6. FACILITIES

A. Standards

- 1) The institution shall provide an environment conducive to study.
- 2) The institution shall provide and maintain equipment that allows access to the resources of the library including, but not limited to, audio and video equipment, microfilm units, and computer terminals.

B. Guideline. Normally, facilities are as centralized as possible to provide access to all library holdings devoted to the study of dance. For example, audio and video equipment, recordings, and listening equipment are located in close proximity for effective use in conjunction with one another.

*Excerpted from the NASD Facilities Standards Handbook 2007-2008, Second Edition, January 2008