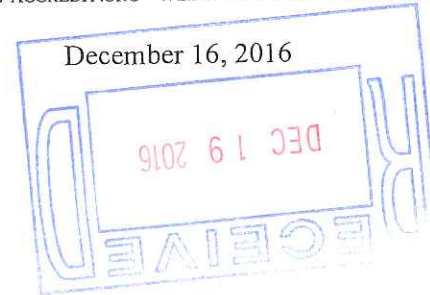


OFFICE OF THE EXECUTIVE DIRECTOR
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EMAIL: INFO@ARTS-ACCREDIT.ORG WEB SITE: NASM.ARTS-ACCREDIT.ORG



Robert W. Tudor
Chair, Department of Music
Shepherd University
P.O. Box 5000
Shepherdstown, WV 25443-5000

Dear Professor Tudor:

Thank you for submitting your application for review by the NASM Commission on Accreditation. The Commission, at its November 2016 meetings, took action on the institution's application.

Please find enclosed a Commission Action Report describing this action in detail. This Report contains information of note and, if applicable, any requests for further information from the Commission. Please note the Association's policy regarding *Disclosure and Confidentiality*, a copy of which has been enclosed.

This action is taken based upon a review of Shepherd University according to the NASM accreditation standards in effect in November 2016.

As an accredited institutional member of NASM, the institution is reminded of its responsibility to participate in reviews and revisions to the NASM *Handbook*, and to maintain its operations and programs current with NASM standards as these are developed and approved.

The Commission on Accreditation and the Association appreciate the institution's efforts with regard to its application, and its careful consideration of and attention to NASM accreditation standards and guidelines. Further, the Commission and Association appreciate the work accomplished by the institution on behalf of music and higher education.

Please contact the NASM National Office staff if you have questions, or need assistance with regard to this action or any other aspect of the work of the Association.

We offer congratulations on your achievements and best wishes for the continuing success of the institution.

Thank you.

Sincerely yours,

Karen P. Moynahan
Executive Director

KPM:bt
Enclosure

cc: Mary J.C. Hendrix, President
Shepherd University

National Association of Schools of Music
11250 Roger Bacon Drive, Suite 21
Reston, Virginia 20190-5248

COMMISSION ACTION REPORT

This document provides the official action of the Commission as indicated in the cover letter of the same date.

December 16, 2016

SHEPHERD UNIVERSITY (WEST VIRGINIA)
Department of Music

Actions:

Action 1 of 2: Application for renewal of Membership – Response

The Commission voted to accept the Response and grant renewal of Membership with the degree and program listing indicated below.

The Commission requests a Progress Report addressing the issue cited below.

NASM Degree and Program Listing:

Bachelor of Arts in Music (Composition, Piano Pedagogy).

Bachelor of Music Education.

Master of Music Education.

◆ Shepherd Preparatory Program.

Bachelor of Music in Performance (Instrumental, Jazz, Piano, Vocal).

Next Full Review:

2024-2025 Academic Year

Item for Progress Report:

The Commission requests a report outlining continued plans and timelines for renovations and acoustical remediation of the Frank Theatre and Performing Arts Center.

Action 2 of 2: Application for Plan Approval – Original

The Commission voted to grant Plan Approval for the following degree:

Bachelor of Music in Performance (Jazz).

SHEPHERD UNIVERSITY (WEST VIRGINIA)**Department of Music**

NASM Commission Action Report

December 16, 2016

Page 2

When three transcripts are available for this program, the institution should submit an application for Final Approval for Listing. Instructions for submitting a Final Approval for Listing application may be found in the NASM documents *Policies and Procedures for Reviews of New Curricula* and *Instructions for Preparing Curricular Tables in the NASM Format* which may be downloaded from the NASM website at <https://nasm.arts-accredit.org/accreditation/accreditation-materials/> (See "Procedures" and beneath that, "New Curricula").

Due Date:

October 1 for consideration at the Commission meetings of November 2017.

The Procedures for Submitting Responses and Progress Reports may be downloaded from the NASM website at <http://nasm.arts-accredit.org/accreditation/accreditation-materials/> (See "Procedures" and beneath that, "Responses and Progress Reports").

Commendation:

The Commission commends the institution for the thoroughness of its Response.

Karen P. Moynahan
Executive Director

KPM:bt

NASM Handbook

RULES OF PRACTICE AND PROCEDURE

PART II: ARTICLE XIII
DISCLOSURE AND CONFIDENTIALITY

Section 1. NASM provides numerous services that include the publication of policy statements, reports, and surveys. These are available to the public, some for a fee. Upon request, NASM will provide the academic and professional qualifications of the members of its policy and decision-making bodies and its administrative personnel.

Section 2. Upon request, NASM will make publicly available all information about an institution that is published in NASM literature (see Rules of Practice and Procedure, Part II., Article XI., Section 3.). NASM will also indicate whether or not an institution holds or has held accredited Membership.

Section 3. NASM will not make publicly available any information supplied by the institution or by representatives of NASM in the course of the accreditation process. This includes Self-Study Reports, Visitors' Reports, and correspondence. While NASM encourages institutions to make publicly available information about their accredited status and to share accreditation materials with individuals and agencies having legitimate claim to information beyond that available to the general public, the Association regards all accreditation materials as the property of the institution. Therefore, release of these materials is either through the institution or by its permission.

Section 4. NASM will not make publicly available any information provided in third-party comment or an institution's response to third-party comment or any correspondence related to third-party comment. See Rules of Practice and Procedure, Part II., Article IV., Section 1.

Section 5. If an institution releases information that misrepresents or distorts any action by NASM with respect to any aspect of the accreditation process, or the status of affiliation with NASM, the chief executive officer of the institution and the program director, where applicable, will be notified by the NASM Executive Director and informed that corrective action must be taken. If the misrepresentation or distortion is not promptly corrected, NASM, at its discretion, may release a public statement in such a form and content as it deems necessary to provide the correct information.

The same rule and sequence are applied to individuals and organizations misrepresenting or distorting accreditation actions of NASM.

NASM reserves the right to correct false or misleading information at any time.

Section 6. Certain relationships yield information which legally cannot be disclosed without the consent of the person who provides it—for example, the relationship between physician and patient, between attorney and client, between clergy and penitent, etc. Should such information, or other information that is protected under law by a comparable privilege or safeguard, come into the hands of NASM or an NASM evaluation team, its disclosure to persons other than the immediate recipients is forbidden.