MEMORANDUM

TO: Dr. Henry Lewis, Dean
    College of Pharmacy and Pharmaceutical Sciences
FROM: Walter Mercer, Director
       Post-SACS Self Study
RE: SACS Substantive Change Committee Visit To Florida A&M University

I am writing as a follow-up to the memorandum which Dr. James H. Ammons, Provost and Vice President for Academic Affairs sent to you regarding SACS Substantive Change Committee Visit to Florida A&M University within twelve (12) months. Upon receipt of additional information from the Commission on Colleges, Southern Association of Colleges and Schools, we will share it with you. Meanwhile, we are requesting that you begin preparing a temporary documentation file which will include the following:

1. Faculty Vita for Program Faculty
2. Course Syllabi for Program Faculty
3. Advisement for Students in the Program
4. Faculty Changes in the Program Since the Submission of the Substantive change
5. Program Changes Since the Submission of the Substantive change

FAMU IS AN EQUAL OPPORTUNITY/EQUAL ACCESS UNIVERSITY
6. Library and Other Learning Resources Available to Students in the Program
7. Student Affairs Resources Available to Students in the Program
8. Description of Physical Facilities Where Classes Are Offered

Attached is a copy of the comments which were made by the Commission on Colleges, Southern Association of Colleges and schools, regarding the program(s) in your administrative unit.

Enclosure

xc: Dr. Frederick S. Humphries
Dr. James H. Ammons
Dr. A. Deloris Sloan
Dr. Lauren Sapp
Mr. Leonard Inge