



Centre for Institutional Analysis and Planning

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March 16th, 2011

**Dr. Philip Davis
Acting Head
Biochemistry Department
Memorial University
St. John's, Nfld.
A1C 5S7**

Dear Dr. Davis:

The Planning and Budget Committee (PBC) considered the academic program review of the Biochemistry Department at its February 9th, 2011 meeting and wishes to express its appreciation to the unit for its participation in this process. The Dean will arrange to discuss the review with you in the near future.

The primary purpose of formal Academic Program Reviews is to give units an opportunity to engage in formative self-assessment and to obtain the advantages of commentary and advice from experts from the disciplines under review. The anticipated outcome is a clearly articulated strategic direction owned by members of the Department that clarifies how a unit may best achieve its objectives with its available resources. From the perspective of the University, the process also provides a measure of accountability to the institution and to the public that support us.

The next step in the process is the completion of a one year update which is intended to be a progress report on the implementation of the action plan.

On behalf of PBC, I offer my support and that of the Committee as you plan for the future. We look forward to seeing your one year update in March, 2012.

Yours sincerely,

A handwritten signature in cursive script that reads "Paul Chancey". The signature is written in dark ink and is positioned above the typed name.

**Paul Chancey,
Secretary, Planning and Budget Committee**

c. **Dr. M. Abrahams, Dean of Science
Ms. Kim Myrick, CIAP**