### TEMPLATE FOR

### ACPE “FACULTY ADDENDUM” REPORT

International-Accreditation and International-Preaccreditation Version: December 2022

### Explanatory Notes

### *This document is a template. Please change all terms in your final report to reflect the correct term for the position at your university or school/college/faculty of pharmacy.*

### SECTION 1: KEY UNIVERSITY ADMINISTRATION

### This section lists the key University administrators, such as President, Rector, Provost (or related terms).

### SECTION 2: KEY COLLEGE/SCHOOL OFFICERS

This section lists the Dean/Director and other deans (Vice Deans, Associate Deans, Assistant Deans, etc.), sorted by BRANCH or CAMPUS (if applicable). Specify the BRANCH or CAMPUS name. The main campus should be listed first; other campuses can be listed in alphabetic order.

### SECTION 3: FACULTY/ACADEMIC STAFF

### This section lists full-time and part-time academic staff/members of the faculty.

The first “sort level” is by DEPARTMENT or DIVISION. Specify the DEPARTMENT or DIVISION name.

### The first record displayed is for the DEPARTMENT or DIVISION Chair/Head of Department (this academic staff/faculty member will also be listed under the general academic staff/faculty member listing in the report)

### The second “sort level” is BRANCH or CAMPUS

### The third “sort level” is TYPE OF APPOINTMENT (FULL-TIME or PART-TIME)

The fourth “sort level” is LASTNAME (list alphabetically by last name)

### *If you have questions about this form, please contact ACPE staff in the International Services Program on +1 (312) 664-3575 or email international@acpe-accredit.org.*

### TEMPLATE FOR

### ACPE “FACULTY ADDENDUM” REPORT

**(International-Accreditation Version)**

### KEY UNIVERSITY ADMINISTRATION

President/Chancellor/Rector: [NAME], [CREDENTIALS], [POSITION/TITLE]

Provost/Academic Affairs Officer: [NAME], [CREDENTIALS], [POSITION/TITLE]

# KEY COLLEGE/SCHOOL OFFICERS/ADMINISTRATORS

**[CAMPUS#1]**

Dean: [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5]

Associate Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

[REPEAT AS REQUIRED]

Assistant Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

**[CAMPUS#2]**

Associate Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

Assistant Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

**[CAMPUS#3]**

Associate Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

Assistant Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

**[CAMPUS#4]**

Associate Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

Assistant Dean(s): [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [DEGREE1], [DEGREE2], [DEGREE3], [DEGREE4], [DEGREE5], [TITLE/POSITION]

 [REPEAT AS REQUIRED]

# ACADEMIC STAFF/FACULTY

**[DEPARTMENT/DIVISION#1]**

Chair/Head of Department: [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX]

[CAMPUS#1]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

[CAMPUS#2]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

[CAMPUS#3]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

[CAMPUS#4]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

**[DEPARTMENT/DIVISION#2]**

Chair/Head of Department: [FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX]

[CAMPUS#1]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

[CAMPUS#2]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

[CAMPUS#3]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

[CAMPUS#4]

Full-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

Part-Time:

[FIRST] [MIDDLE INITIAL] [LAST], [SUFFIX], [CURRENT ACADEMIC RANK], [PRIMARY DISCIPLINE], [TITLE/POSITION], [DEGREE1] ([INSTITUTION1], [YEAR1], [DEGREE2] ([INSTITUTION2], [YEAR2]), [DEGREE3] ([INSTITUTION3], [YEAR3]), [DEGREE4] ([INSTITUTION4], [YEAR4]), [DEGREE5] ([INSTITUTION5], [YEAR5]), [OTHER CREDENTIALS CURRENTLY HELD OR TRAINING COMPLETED], [LICENSURE]

[REPEAT AS REQUIRED] [LIST ALPHABETICALLY BY LAST NAME]

**[DEPARTMENT/DIVISION#3]**

[AS ABOVE]

**[DEPARTMENT/DIVISION#4]**

[AS ABOVE]

**[DEPARTMENT/DIVISION#5]**

[AS ABOVE]