**Pre-Medical Program**

The Pre-Medical Program is one of four pre-professional programs at Davidson

College. Interest in pre-medical training dates from the earliest years of the

college. In the 1930s John Bailey and Walter Lingle conducted a study of alumni in

medical schools and proposed changes to improve pre-medical instruction. In

1940, the first class specifically for pre-medical students was listed in the catalog.

Ten years later, the catalog listed a pre-medical major as an option for chemistry

and biology students. Dr. Olin Puckett was in charge of premedical education for

many years. The major emerged as a separate department in 1972 with Dr.

Fredericksen as chair. Dr. John Williamson assumed his position about 1987. The

class of 1991 was the last to have pre-medical majors as the Premedical

Department became the Premedical Program in 1989.

Dr. Jeremiah L. Putnam assumed the premedical directorship in 1992 and in

1993. The program, which over the years had been housed in professors' offices,

was given a home in the Preyer Building, the old infirmary. At that time, it was

allied with medical humanities. The purpose of the program is to give counsel and

guidance to students considering medical careers. The Program offers advising, a

reading room for information about medical careers and schools, and writes

committee recommendations for students applying to medical schools.

**Retention Schedule**

**Administrative Files.**  Records concerning the administration of the program.

Files may include correspondence, reports, reference materials, budgets, and

other related records.

Disposition Instructions: Budgets, routine correspondence, reference files:

Destroy in office when reference value ends. Correspondence and materials

reflecting policies: Transfer to College Archives after 6 years for appraisal

and final disposition.

**Association of American Medical Colleges.** Reports and data provided by

the Association of American Medical Colleges about Davidson students. File

contains restricted information.

Disposition Instructions: Transfer to College Archives after 50 years for

appraisal and final disposition. Files to remain closed (restricted to PreMedical Program use) for 75 years from date of creation.

**Awards File.** Records of citations for students receiving the Sandy Black

Memorial Award and the Daniel B. Woods Award.

Disposition Instructions: Transfer 1 copy to College Archives for permanent

retention. Retain copies in office until reference value ends.

**Program Reports.** Periodic reports made to the Dean of Faculty and Board of

Trustees. Files contain restricted information.

Disposition Instructions: Maintain 1 copy in office permanently. Transfer

one copy to Dean of Faculty at the end of each academic year. (Dean of

Faculty copy to be transferred periodically to College Archives.) File

restricted for 75 years from date of creation.

**Publications.** Handbooks, flyers, newsletters, brochures issued by or for the

department.

Disposition Instructions: Transfer 1 copy to College Archives for permanent

retention. Retain copies in office until superseded or reference value ends.

**Student Files**. Records for students applying to medical schools. Files contain

committee evaluation report, student biographical and academic information

sheets, letters of reference and other related records.

Disposition Instructions: Students accepted into medical schools: Destroy

in office 1 year after acceptance or when reference value ends, whichever

is later. Students not accepted into medical school: Destroy in office 3 years

after graduation or when reference value ends, whichever is later.

**Student Organizations**. Records concerning the Pre-Medical Society and

Alpha Epsilon Delta.

Disposition Instructions: Transfer copies of printed materials to College

Archives for permanent retention. Membership ledgers may be stored in

Archives.