**TO:**Steering Committee

**FROM:**Committee on Academic Programs

**RE:**Preliminary Recommendation on the Charge on Repeating Courses

**DATE:**October 12, 2012

**Introduction:**

The Dean and chairpersons of the School of Humanities and Social Sciences requested that CAP review TCNJ’s current policy on repeating courses (found at the following link:<http://www.tcnj.edu/~academic/policy/repeatingcourses.html>) due to concerns about implementation and consistency in granting exceptions across departments and schools.

**Charge:**

The Steering Committee asks that the Committee on Academic Programs re-examine the current policy and consider:  1) whether that policy is sufficient as it stands; 2) whether there need to be clearer guidelines and principles for determining when students may repeat a course more than once, and, if so, what those guidelines and principles should be; and 3) whether individual schools should set their own repeat policies or whether (allowing for necessary exceptions) the policy should be set at the college-wide level.

**Background to the Recommendation:**

During the 2010-2011 academic year CAP conducted an extensive review of the policy on repeating courses.  CAP considered copious data from Records and Registration and discussed the effects on schools, departments, and programs.  From its investigation of the data, CAP found no evidence that the current policy is ineffective or open to abuses from individual schools, programs, or departments.

**Recommendation:**

CAP’s preliminary recommendation is that the current policy is sufficient as it stands, its guidelines and principles are clear, and policy should be set at the college-wide level.