

TCNJ GOVERNANCE MEMORANDUM

To: Committee on Academic Programs and College Core Council
From: Steering Committee
Date: November 15, 2025
Re: Assessment of Core Learning Outcomes

Background: In June 2025, CAP & CCC made their final recommendations to Steering, after extensive feedback and testimony from the campus community regarding proposed changes to the College Core. In October 2025, CAP & CCC provided Steering with their final recommendations of the 9 Learning Outcomes for the proposed Core. On November 19, 2025, Steering voted to accept both the 9 Learning Outcomes (pending minor revisions by Academic Affairs to align them with accreditation language).

Charge: In keeping with the timeline outlined below, Steering asks CAP & CCC to develop rubrics for the assessment of the Learning Outcomes and to determine the learning outcome measures. CAP & CCC should consult with the Council of Deans and the Assistant Director of Assessment, LaMont Rouse, in developing the rubrics. CAP & CCC should also consider the [AACU Value Rubrics](#), which are used by many other New Jersey public colleges and universities, and other validated rubrics currently used by TCNJ.

If testimony is needed, the testimony tier and timeline are outlined below. In particular, at Step 2, CAP & CCC should consult with the Council of Deans, Academic Leaders, Center for Student Success, and other relevant stakeholders to approve the proposed changes.

CAP & CCC should seek feedback when developing their recommendations from Academic Leaders and from any other constituent bodies it deems appropriate.

In soliciting testimony, CAP & CCC should consult the Faculty Senate, Staff Senate, Student Government and other departments or committees that CAP & CCC deem appropriate.

In your final recommendation you should include a set of detailed rubrics to assess each learning outcome.

Testimony Tier: Tier III

- The issue requires a high degree of testimony from the campus community. The assigned council or committee should consult with relevant individuals and groups in developing a preliminary recommendation. The completed preliminary recommendation should then be made available to the relevant stakeholder groups. Testimony should be solicited in the form of both written and oral feedback, as well as approval by the appropriate representative bodies.

Written feedback should take the form of a survey and/or email feedback. Oral feedback should take the form of public testimony at a meeting of the appropriate representative

body or bodies (as identified by Steering). These meetings should be open to the general public, and publicized so that individuals not represented by that group but interested in the issue may attend. Following that meeting, the representative body may, at its discretion, issue a formal response to the preliminary recommendation, which should be sent to the relevant council or committee as well as Steering. On the completion of a final recommendation, this response should accompany the final recommendation to Steering, and it should be considered as part of Steering's final review.

Timeline: CAP & CCC should make a Written Recommendation to Steering by **April 15, 2026**. If testimony is sought, in the submission of the final recommendation Steering should note the stakeholder groups, number of persons responding, and summary of testimony collected.

TCNJ Governance Processes

Step 1–Steering issues a charge

Step 2–Governance prepares a Preliminary Recommendation

Once the appropriate standing committee or council has received the charge, it should start by collecting data needed to make a preliminary recommendation. It should receive input from affected individuals and all relevant stakeholder groups prior to making a preliminary recommendation. For issues that have broad implications or that affect a large number of individuals, initial testimony should be solicited from the campus community at large. For some issues, sufficient initial testimony may come from input through committee membership or solicitation from targeted constituent groups. When, in the best judgment of the committee, adequate clarity of the principles contributing to the problem are known, a preliminary recommendation should be drafted and disseminated to the campus community.

Step 3–The Relevant Stakeholders provide Testimony

Once a preliminary recommendation has been completed, the standing committee or council should seek testimony from the campus community. The testimony should be gathered in accordance with the Testimony Tier (see below) assigned to the issue by Steering.

For issues that require public testimony from the campus community, the chair of the standing committee or council should approach the president of the appropriate representative bodies to schedule the next available time slot at a meeting of that body.

Testimony should be gathered in a way that allows stakeholders to weigh in fully on the issue. Members of the standing committee or council that wrote the preliminary recommendation should be present to hear and record the testimony.

Step 4–Governance prepares a Final Recommendation

Once the standing committee or council has received appropriate testimony, it should revise the preliminary recommendation into a final recommendation. Once the final recommendation is complete, the standing committee or council should use sound judgment to determine whether or not more public testimony is required. If, in its feedback to the original preliminary

recommendation, a stakeholder representative body requests to review an issue again, the committee or council is bound to bring it back to that body. If a full calendar year has passed since the formal announcement of the preliminary recommendation, the committee must re-submit a preliminary recommendation to the campus community. When the committee or council has completed the final recommendation, it should forward it to the Steering Committee. The final recommendation should be accompanied by a cover memo that summarizes the initial charge, how testimony was gathered and the nature of that testimony, and how the committee responded to that testimony, including a description of how the preliminary recommendation evolved as a result of testimony.

Step 5–Steering considers the Final Recommendation

Step 6–The Provost and/or President and Board consider the Final Recommendation

Step 7–Steering notifies the Campus Community Testimony For a complete description of all steps and of the testimony tiers, see [Governance Structures and Processes, 2019 Revision](#), pages 23–27.