Dear Colleagues,

The General Education Committee is still accepting student artifacts for the assessment of Bergen’s General Education Program. We are looking at the work of students nearing completion of their degrees (those with a minimum of 45 credits) to see whether they can demonstrate proficiency in the LEAP goal of *Intellectual and Practical Skills*, specifically critical and creative thinking and/or written and oral communication.

Full-time and adjunct faculty can submit student work (all artifacts from one ungraded assignment) that they believe is representative of critical and creative thinking and/or written and oral communication skills. These artifacts can be, but are not limited to, an exam, a paper, an oral presentation, or a visual production. Electronic artifacts can be sent to Gail Fernandez at gfernandez@bergen.edu. Hard copy artifacts (marked as General Education Assessment) can be sent to the Vice-President of Academic Affairs, Room A-310. Photocopies of work will be made and originals will be immediately returned to you. Faculty, course, and student names (once it’s established that the student has a minimum of 45 credits) will be removed from the artifacts before they are reviewed by the General Education Assessment Committee. **The artifacts do not have to come from a General Education course.** All submissions are due by Monday, May 5th.

The General Education Committee thanks you for your support. If you have any questions, please contact me at gfernandez@bergen.edu or x7525.

Sincerely,

Gail Fernandez
Chair, General Education Committee