

Faculty Discipline Review Group (FDRG)

The responsibilities of all the FDRG members include:

- Reviewing core competencies and performance levels transferable between institutions.
- Attending in-person work group meetings, participating in phone and email meetings and meeting future deadlines, including those for submittal of articulation agreements.
- Considering the need for interdisciplinary discussions.
- Working as a member of a team to develop course descriptors.
- Researching solutions to questions that arise in the group.
- Performing outreach to the field, i.e., making presentations and phone calls, corresponding by letter and e-mail, and generally disseminating knowledge of the project and garnering support and participation.
- Receiving and making appropriate use of input/feedback from other sources.
- Assisting in the development of a summary report.

Before each FDRG meeting

Assemble and bring information requested by group Facilitator including:

- Copy of course catalog (s) and course offerings and outlines.
- Sample syllabi and other pertinent information regarding courses within discipline.
- Issues, concerns, and questions identified by discipline faculty on their campus.
- Any other information requested in order to move process forward.

During the FDRG meetings

Members of the FDRGs are responsible for three major tasks:

1. They will identify those courses already widely articulated in their field, particularly those lower division, pre-major or major courses in their discipline that are beyond the introductory core courses.
2. They will then use the numbering protocol and the common template to assign a supranumber to those prioritized courses.
3. The FDRG members will develop (or review) and approve C-ID descriptors for those numbered courses. Individual lower division courses awarded a C-ID number will reflect the published descriptor and will further assure transfer institutions that students successful in those classes should be well-prepared for upper division work.

After the FDRG meeting

- Follow through on any and all assignments from meeting in a timely and thorough manner.
- If interested, serve as a course outline of record evaluator (CORE) for C-ID if descriptors are developed for the discipline.