

This BCITFSA guide is to support our members when interested in, or serving on, BCIT management selection committees. This Guide is a general overview. It is not a substitute for consultation and advice about specific cases, and members should direct inquiries about their personal circumstances to fsa@bcit.ca.

FSA & BCIT Management Selection Committees

Last modified: 28 April 2021

Forming a Quad Committee

When the BCITFSA receives a notice from BCIT of the formation of an excluded manager selection committee, an appointment process takes place that is subject to [FSA Policy 1.5.1](#) ('Member Appointments and Nominations to Committees').

The standard process is to include a call out for expressions of interest in our all-members bulletin that comes out each Friday and to post them on our [website](#). All FSA members are eligible to sit on a Quad Committee.

On rare occasions, the BCITFSA President will assess the opportunity and determine that the BCITFSA seat should be allocated to one of the BCGEU units (e.g. where no FSA members works with, or in connection to, the posted position).

Interested in Serving?

Serving on a Quad Committee is not only a right but also an opportunity for FSA members to play an active role in selecting the managers that will have a big impact on your day-to-day work.

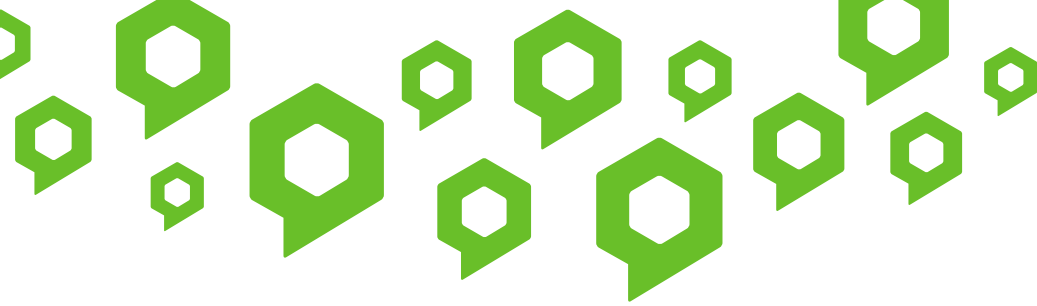
When you see an opportunity posted on our [website](#) or in our weekly e-bulletin to sit on a management selection committee we encourage you to:

- Read over the [posted](#) call out materials carefully. *Including the position description, the Quad Expectations, and the outline of the timeline.*
- Familiarize yourself with the [BCITFSA's vision, mission, and values](#) so that you can ensure you are representing the association.
- As per the [FSA's Policy 2.4.5](#) ('Equity'), we expect BCITFSA representatives on Quad Committees to consider the ways in which systemic discrimination can result in inequitable outcomes in hiring processes.

What Does "Quad" Mean?

The BCITFSA is a signatory to a Memoranda of Agreement ("Memag") referred to as the "[Quad Agreement](#)".

It refers to the four-party (BCIT, BCGEU Faculty, BCGEU Support Staff, and the BCITFSA) agreement that governs the formation, practices, and procedures for selection committees for excluded managers. These committees are colloquially known as "**Quad Committees**".



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Once Appointed

If you are the successful BCITFSA appointee, we encourage you to:

- Familiarize yourself with [BCIT's leadership competencies](#) [BCIT Loop Link]
- Reach out to your colleagues who work closely with the position being hired to hear what is important to them in a successful candidate.
- Remember that FSA members on management selection committees are representing the FSA; not just their own individual or work area interests.
- Connect with the BCGEU members on the selection committee to see where you may have overlapping priorities for the hiring process to ensure a good manager for all BCIT workers.
- Familiarize yourself with the [process and procedures](#) [BCIT Loop link] for excluded management committees to see that they are followed.
- Complete the training resource on 'Unconscious Bias' available in the BCIT Employee Learning Hub
- Ask questions to the BCIT Human Resources Recruitment Specialist assigned to the committee.