

Transparent Decision-Making Framework

Scope and Purpose

This document serves as definitional support for Selkirk College decision-makers in a shared understanding of transparent decision-making.

Guiding Statement

The college commits to transparent decision-making, which is framed as clear, articulated communication provided to impacted audiences (eg. College community, external community, students, etc.) to explain why a decision has been made and, where appropriate (defined as being compliant with FOIPPA, union agreements, other legislation and laws, contracts, and relevant policies), providing the data or process used in decision considerations.

Transparent decision-making uses data-driven methods to ensure that the choices our institution makes, align with provincial mandates, the college mission, vision and values, and the institution's strategic plan. When a decision is transparent it is:

- clear why the decision has been made
- clear how the decision was made
- clear who the accountable decision maker was

for all impacted and interested individuals.

Rights and Responsibilities of a Transparent Decision-Making Process

As a community engaged in transparent-decision making we have the right to:

1. Ask questions of decision-makers to enhance understanding of how a decision was made.
2. Provide constructive feedback to enhance the quality of future decision-making.

3. Make decisions within the scope of our college role or committee responsibility to align with the provincial mandates, mission, vision, values, strategic plan, and other approved college plans or terms of references.

And we have a responsibility to:

1. Be aware of college plans and priorities.
2. Communicate with our teams and supervisors.
3. Respect the privacy and processes required of decisions that impact people directly.
4. Be attentive to communications available to the college community (eg. the newsletter).
5. Consider diverse voices in decision-making and understand where voices may have been excluded in the past with a goal of reconciliation and inclusion.
6. Engage with opportunities to provide feedback, data or engagement to support current or future decision making (eg. policy feedback process).

Consultation, collaboration, and feedback as part of Transparent decision-making

Consultation	May occur prior to a transparent decision in situations where there are not human resource or privacy considerations. Consultation supports the decision-maker with information and data they may not be aware of prior to their decision being made and seeks to strengthen the decision. Consultation may be internal or external.
Collaboration	Collaboration is a process where a group of skilled individuals (internal, external or hybrid) work together to make a decision that requires a few or multiple viewpoints.
Data	Objective information used to inform a decision.
Decision	A choice of direction. A decision is, by definition, final, with work to ensure quality occurring prior to the decision being made.
Dialogue	A bi-directional feedback mechanism that can support decisions.

Feedback	Feedback offers suggestions on opportunities to improve a decision that can be provided either during, or after a decision is made and final.
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