

FSA Caucus for Applied Research and Advanced Studies

Terms of Reference

Approved by the FSA Board of Directors on February 17, 2016

Mandate:

The FSA created the Caucus for Applied Research and Advanced Studies (CARAS) to provide leadership in defining the vision for, and value of, applied research and advanced studies at BCIT and to facilitate FSA member participation in decisions regarding applied research and advanced studies at BCIT. CARAS will allow participants to work together to articulate their interests to the FSA and through the FSA to BCIT's Leadership Team and other stakeholders who influence the applied research and advanced studies environment at BCIT.

Membership:

Participation in CARAS is open to all interested FSA members. The FSA President is an *ex-officio* member of the CARAS. The FSA Board of Directors may also assign a liaison to CARAS. The FSA Executive Director may assign a member of staff to liaise with and support the work of CARAS.

Authority:

CARAS is a consultative body within the FSA. CARAS may make recommendations to the FSA through the association president. The FSA will refer issues regarding applied research and advanced studies to CARAS and give particular attention to the recommendations of CARAS on such matters so long as CARAS continues to operate within these terms of reference. CARAS is not authorized to speak for or bind the FSA in anyway unless that authority is otherwise explicitly delegated to it.

Goals:

The goals of CARAS are:

- To identify issues facing applied research and advanced studies at BCIT
- To propose solutions to problems FSA members experience when participating in applied research and advanced studies
- To develop strategies for seeing those solutions implemented
- To provide a vehicle for members to influence the direction the FSA takes in advocating for its members on issues surrounding applied research and advanced studies
- To contribute to a system that facilitates applied research and advanced studies as part of the work of FSA members.

Duties:

CARAS has the following responsibilities:

- To be inclusive of all FSA members who identify as having an interest in applied research and advanced studies
- To determine an appropriate structure for participation and deliberation that is respectful of all members and satisfies the other responsibilities of the caucus
- To work constructively with other functions of the FSA

- To make recommendations to the FSA president when the caucus identifies an interest in changing FSA policies, practices, and positions
- To report to the FSA president on decisions and initiatives
- To confirm with the FSA president before announcing positions or making statements to BCIT management or to the public
- To undertake related functions as may be delegated to CARAS by the FSA president.

Resources:

The FSA will provide CARAS the resources normally provided to a committee of the FSA. The FSA will assist CARAS with the following as requested:

- Securing space for meetings and activities
- Reasonable access to data and information held by the FSA including access to membership information for the purposes of facilitating the responsibilities set out here or assigned to CARAS by the FSA
- Copying and printing
- Publication of information on the FSA website, subject to the approval of the FSA President or Executive Director
- Catering for special events, subject to the approval of the FSA President or Executive Director
- Administrative and professional support as made available by the Executive Director in consideration of other priorities for FSA staff.