



**VOLLEYBALL BC REGIONAL DEVELOPMENT COMMITTEE (RDC) SUBMISSIONS AND DECISION MAKING  
GUIDELINES**

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## OVERVIEW

This document serves as a set of guidelines on how to approach discussions and decisions brought forth to the Regional Development Committee (RDC). By following these guidelines, decisions will be made efficiently by using a carefully thought out process that will allow the RDC to be transparent. These guidelines will also serve to allow members to bring recommendations forward in a coherent and logical manner to allow for better discussion between RDC members.

This document will outline the following areas:

- 1) Guidelines
- 2) Submissions
- 3) The Process

**GUIDELINES**

**What is the problem we are trying to solve?**

- Identifying the problem is the first step in creating a solution.
- It is important to fully understand what the specific problem is.

**What is/are the objective(s)/outcome(s) we want to achieve?**

- What do we want to achieve by making a change?
- What is the goal of “solving” this problem?

**What is the proposed solution?**

- What is the solution being presented?

**What are the risks of doing it or not doing it?**

- What good or bad can come from the proposed solution?
- Will “solving” this problem create problems in other areas?

**Is this decision a reaction to an isolated situation or is it a recurring theme?**

- Is this something that happened in a very particular situation?
- Is this happening constantly across the province?
- Is it only one group having this problem?

**Is this the simplest solution?**

- Is the proposed solution the simplest course of action?

**Does this help us reach our overall goal?**

- Is the proposed solution something that helps us move towards our strategic plans?
- Does the proposed solution help us improve the experience for our members?

**What other options do we have?**

- Is the proposed solution the only option we have for “solving” this problem?
- Are there other options we have not considered?

**Is this the right time for this change? If not, then when?**

- Will making a change now be what is best for the sport?
- Will making a change be better at a different time?

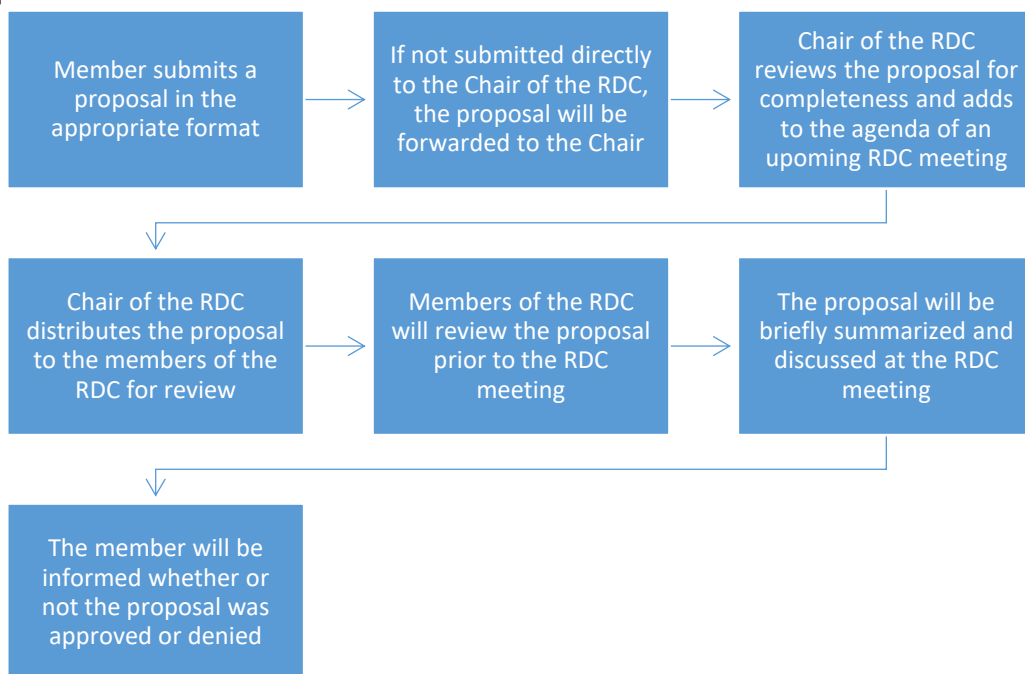
## SUBMISSIONS

Submissions to the RDC should follow the guidelines outlined in this document. When submitting proposals to the Chair of the RDC, it is important to have a thought out and meaningful submission to ensure that RDC members will have as much information prior to the meeting as possible.

To submit a proposal for change to the RDC, the following outline must be completed and sent to the Chair of the RDC. **This is available as an online form on Volleyball BC's club website ([www.volleyballbc.org/club-volleyball](http://www.volleyballbc.org/club-volleyball)):**

## THE PROCESS

The process for submissions and review will be as follows:



\*The proposal may be discussed via email, slack, telephone, or teleconference.

\*Proposals must be submitted by 10:00am on the Monday, preceding the next RDC meeting. The schedule of RDC meetings for 2021 is as follows:

<b>January:</b>	January 13, 2022	<b>July:</b>	July 7, 2022
<b>February:</b>	February 10, 2022	<b>August:</b>	August 11, 2022
<b>March:</b>	March 10, 2022	<b>September:</b>	September 8, 2022
<b>April:</b>	April 7, 2022	<b>October:</b>	October 13, 2022
<b>May:</b>	May 12, 2022	<b>November:</b>	November 10, 2022
<b>June:</b>	June 9, 2022	<b>December:</b>	December 8, 2022