

Page 01 to/à Page 10

Withheld pursuant to/removed as

s.12;s.14;s.22

## Franklin, Rachel AEST:EX

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Monday, December 4, 2017 3:38 PM  
**To:** McHerron, Paula J AEST:EX  
**Subject:** RE: AEST TRACKING  
**Attachments:** AEST TRACKING Dec 4.docx

Edited again to add SFU

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Friday, December 1, 2017 4:58 PM  
**To:** McHerron, Paula J AEST:EX  
**Cc:** Everett, Mollie FIN:EX  
**Subject:** FW: AEST TRACKING

Hi Paula, I edited to add the other two UFV orders.

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Friday, December 1, 2017 4:57 PM  
**To:** Loughran, Tony D AEST:EX  
**Subject:** FW: AEST TRACKING

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**From:** McHerron, Paula J AEST:EX  
**Sent:** Friday, December 1, 2017 4:36 PM  
**To:** Franklin, Rachel AEST:EX  
**Subject:** AEST TRACKING

# AEST TRACKING

CLIFF #	Institution	#Appointments	Tagged OIC
111600	Justice Institute of British Columbia	s.12,s.14,s.22	
111601	Nicola Valley Institute of Technology		
111656	Langara College		
111658	University of the Fraser Valley		
111659	College of New Caledonia		
111660	University of Victoria		
111668	University of Northern British Columbia		
111669	Emily Carr University of Art and Design		
111672	Okanagan College		
111674	Northern Lights College		
111675	Douglas College		
111676	Kwantlen Polytechnic University		
111678	Thompson Rivers University		
111679	College of the Rockies		
111680	Selkirk College		
111682	North Island College		
111683	Vancouver Community College		
111684	Chartered Professional Accountants of BC		
111688	Capilano University		
111698	Camosun College		
111671	Simon Fraser University		

## Franklin, Rachel AEST:EX

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Tuesday, December 5, 2017 6:05 PM  
**To:** Loughran, Tony D AEST:EX  
**Cc:** La Rose, Yael AEST:EX  
**Subject:** Fwd: Two Reports for DM  
**Attachments:** Institution Representation of Aboriginal Appointments - January 1 2018 (prepared for DM).doc; ATT00001.htm; December 2017 OIC Appointments (prepared for DM).docx; ATT00002.htm

As requested, a report on the Dec appointments and a report on the Indigenous representation.

Begin forwarded message:

**From:** "McHerron, Paula J AEST:EX" <Paula.McHerron@gov.bc.ca>  
**Date:** December 5, 2017 at 5:14:36 PM PST  
**To:** "Franklin, Rachel AEST:EX" <Rachel.Franklin@gov.bc.ca>  
**Subject:** Two Reports for DM

Rachel, are requested, two reports for DM:

- Institution Representation of Aboriginal/Indigenous Appointments
- December 2017 OIC Appointments

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Paula McHerron, *Coordinator*  
*Board Appointments and Negotiation Support*  
*Governance, Quality Assurance and Strategic Policy Branch*  
*Governance, Legislation and Strategic Policy Division*  
*Ministry of Advanced Education, Skills and Training*  
*PO Box 9157, STN PROV GOVT*  
*Victoria BC V8W 9H2*  
*Telephone: 250-356-8696 / Facsimile: 250-387-3750*

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s.22

<b>Institution</b>	<b>Appointments</b>	<b>New/Re- appointment</b>	<b>Candidate Sourcing</b>	<b>Notes</b>	<b># LGIC</b>
<b>BCIT</b>	s.12,s.13,s.14,s.22				6/8+
<b>Camosun College</b>					7/8+
<b>Capilano University</b>					6/8
<b>College of New Caledonia</b>					8/8+
<b>College of the Rockies</b>					9/8+
<b>Douglas College</b>					9/8+
<b>Emily Carr University of Art and Design</b>					8/8
<b>Justice Institute of British Columbia</b>					12/8+

<b>Kwantlen Polytechnic University</b>	s.12,s.13,s.14,s.22	6/8
<b>Langara College</b>		7/8+
<b>Nicola Valley Institute of Technology</b>		8/8+
<b>North Island College</b>		7/8+
<b>Northern Lights College</b>		6/8+
<b>Northwest Community College</b>		3/8+
<b>Okanagan College</b>		6/8+
<b>Royal Roads University</b>		4/6
<b>Selkirk College</b>		7/8+
<b>Simon Fraser University</b>		7/8
<b>Thompson Rivers University</b>		5/8

s.12,s.13,s.14,s.22

<b>University of British Columbia</b>	8/11
<b>University of Northern British Columbia</b>	7/8
<b>University of the Fraser Valley</b>	7/8
<b>University of Victoria</b>	7/8
<b>Vancouver Community College</b>	6/8+
<b>Vancouver Island University</b>	7/8
<b>Chartered Professional Accountants of BC</b>	1/3
<b>Architectural Institute of BC</b>	4/4
<b>Engineers and Geoscientists BC</b>	2/4
<b>BC Society of Landscape Architects</b>	2/4
<b>BC Registered Music Teachers' Association</b>	0/1



## McHerron, Paula J AEST:EX

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Thursday, December 7, 2017 6:20 PM  
**To:** Loughran, Tony D AEST:EX  
**Cc:** McHerron, Paula J AEST:EX  
**Subject:** Updated - December 2017 Appointments Table  
**Attachments:** December 2017 OIC Appointments (prepared for DM) Dec 7.docx

Attached is an update to the tracking document for the DM – showing where appointments have been sourced. This is up to date with the instructions received up to Dec 7 (today).

Rachel Franklin  
Director, Legislation  
BC Ministry of Advanced Education, Skills and Training  
(250) 507-7128 | [Rachel.Franklin@gov.bc.ca](mailto:Rachel.Franklin@gov.bc.ca)

December 2017 AEST Board Appointments – Prepared for DM

<b>Institution</b>	<b>Appointments</b>	<b>New/Re- appointment</b>	<b>Candidate Sourcing</b>	<b>Notes</b>	<b># LGIC</b>
	s.12,s.13,s.14,s.22				
<b>BCIT</b>					8/8+
<b>Camosun College</b>					7/8+
<b>Capilano University</b>					7/8
<b>College of New Caledonia</b>					8/8+
<b>College of the Rockies</b>					10/8+
<b>Douglas College</b>					9/8+
<b>Emily Carr University of Art and Design</b>					8/8
<b>Justice Institute of British Columbia</b>					12/8+

December 2017 AEST Board Appointments – Prepared for DM

	s.12,s.13,s.14,s.22	
<b>Kwantlen Polytechnic University</b>		7/8
<b>Langara College</b>		8/8+
<b>Nicola Valley Institute of Technology</b>		8/8+
<b>North Island College</b>		7/8+
<b>Northern Lights College</b>		7/8+
<b>Northwest Community College</b>		5/8+
<b>Okanagan College</b>		6/8+
<b>Royal Roads University</b>		4/6
<b>Selkirk College</b>		7/8+
<b>Simon Fraser</b>		7/8

December 2017 AEST Board Appointments – Prepared for DM

University	s.12,s.13,s.14,s.22
Thompson Rivers University	5/8
University of British Columbia	9/11
University of Northern British Columbia	7/8
University of the Fraser Valley	7/8
University of Victoria	8/8
Vancouver Community College	6/8+
Vancouver Island University	7/8
Chartered Professional Accountants of BC	1/3
Architectural Institute of BC	4/4
Engineers and Geoscientists BC	2/4

December 2017 AEST Board Appointments – Prepared for DM

BC Society of Landscape Architects	s.12,s.13,s.14,s.22
BC Registered Music Teachers' Association	

2/4
0/1

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Withheld pursuant to/removed as

s.12;s.14;s.22

## Franklin, Rachel AEST:EX

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Monday, December 11, 2017 1:50 PM  
**To:** McHerron, Paula J AEST:EX  
**Subject:** FW: \*\*For Approval: Board Appointment OICs (16)  
  
**Importance:** High

Paula, I saved and renamed the OICS here: Y:\Legislation\Administration\Board Appointments\2017 Board Appointments\Signed

Please upload to the Cabops site. (I don't seem to have access)

---

**From:** Oaten, Jeremy AEST:EX  
**Sent:** Monday, December 11, 2017 1:39 PM  
**To:** Franklin, Rachel AEST:EX  
**Cc:** La Rose, Yael AEST:EX; Smollett, Debbie AEST:EX  
**Subject:** RE: \*\*For Approval: Board Appointment OICs (16)

Rachel –

As requested. Memos have the DM's signature applied, OICs have Minister's.

Please let me know if any tweaks are required.

Jeremy Oaten, MA, CIAPP-C  
Manager, Business Services & Ministerial Correspondence and Research Unit  
Office of the Deputy Minister  
Ministry of Advanced Education, Skills and Training  
T: 250 356-6284  
C: 250 217-6951  
F: 250 356-5468

---

**From:** Smollett, Debbie AEST:EX  
**Sent:** Monday, December 11, 2017 1:37 PM  
**To:** Oaten, Jeremy AEST:EX  
**Cc:** Franklin, Rachel AEST:EX; La Rose, Yael AEST:EX  
**Subject:** \*\*For Approval: Board Appointment OICs (16)

Approved...

Jeremy, can you get the full package to Rachel for uploading to Cab Ops?

Thank you so much all! Rachel/Yael – let me know about the binder. If we can get that over to the MO by end of business today, it will be hand delivered to the Minister tomorrow by staff in her office.

---

**From:** Mark, Melanie AEST:EX  
**Sent:** Monday, December 11, 2017 1:34 PM  
**To:** Flesh, Cindy AEST:EX; Smollett, Debbie AEST:EX  
**Cc:** Rzepa, Christina AEST:EX  
**Subject:** Re: For Approval: Board Appointment OICs (16)

Great thank yes they are approved, please apply e signature

Sent from my iPad

On Dec 11, 2017, at 1:19 PM, Flesh, Cindy AEST:EX <[Cindy.Flesh@gov.bc.ca](mailto:Cindy.Flesh@gov.bc.ca)> wrote:

s.12,s.14,s.22



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Withheld pursuant to/removed as

s.12;s.14;s.22

## Franklin, Rachel AEST:EX

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**From:** Smollett, Debbie AEST:EX  
**Sent:** Tuesday, December 12, 2017 9:03 AM  
**To:** Chauvin, Lindsay AEST:EX; Franklin, Rachel AEST:EX  
**Subject:** FW: check in...2 other documents  
**Attachments:** Institution Representation of Aboriginal Appointments - January 1 2018 (prepared for DM).doc; December 2017 OIC Appointments (prepared for DM) Dec 8.docx

Updated...please add these to the DM's SP (as per her request) and remove the other two in there...remove reference in the name to (prepared for DM) and then PDF to send to the MO.

Rachel, the first is self explanatory but to assist the MO when we send this forward, can we advise that the second document captures ALL of the OICs from both the Dec 6 and Dec 13 meetings?

---

**From:** Franklin, Rachel AEST:EX  
**Sent:** Tuesday, December 12, 2017 9:00 AM  
**To:** Smollett, Debbie AEST:EX  
**Cc:** La Rose, Yael AEST:EX; Chauvin, Lindsay AEST:EX; McHerron, Paula J AEST:EX; Loughran, Tony D AEST:EX  
**Subject:** RE: check in...2 other documents

Hi Debbie, here are the up to date documents.

---

**From:** Smollett, Debbie AEST:EX  
**Sent:** Monday, December 11, 2017 9:16 PM  
**To:** Franklin, Rachel AEST:EX  
**Cc:** La Rose, Yael AEST:EX; Chauvin, Lindsay AEST:EX  
**Subject:** Re: check in...2 other documents

Thank you, tomorrow is great and we'll make sure the DM has also.

On Dec 11, 2017, at 20:24, Franklin, Rachel AEST:EX <[Rachel.Franklin@gov.bc.ca](mailto:Rachel.Franklin@gov.bc.ca)> wrote:

Debbie, I have updated versions of these, as the versions you have were prepared for the first 22 OICs only. I can send to you first thing. Sorry - not able to access remotely at the moment.

On Dec 11, 2017, at 5:21 PM; Smollett, Debbie AEST:EX <[Debbie.Smollett@gov.bc.ca](mailto:Debbie.Smollett@gov.bc.ca)> wrote:

In addition to the binders, the DM has the following that came in through a different trail of email...the first one I don't think matches the binder material - or is only a portion but gives some additional context to the appointments?  
And the second is specific to aboriginal, any concerns if we include as well?

**Debbie Smollett | Director**  
Deputy Minister's Office  
Ministry of Advanced Education, Skills and Training  
Province of British Columbia  
T: 250.952.6842 | M: 250.896.7507 | E: [debbie.smollett@gov.bc.ca](mailto:debbie.smollett@gov.bc.ca)

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Withheld pursuant to/removed as

s.22

December 2017 AEST Board Appointments – Prepared for DM

<b>Institution</b>	<b>Appointments</b>	<b>New/Re- appointment</b>	<b>Candidate Sourcing</b>	<b>Notes</b>	<b># LGIC</b>
<b>BCIT</b>  <b>Camosun College</b>  <b>Capilano University</b>  <b>College of New Caledonia</b>  <b>College of the Rockies</b>  <b>Douglas College</b>  <b>Emily Carr University of Art and Design</b>	s.12,s.13,s.14,s.22				9/8+
					7/8+
					7/8
					8/8+
					10/8+
					10/8+
					8/8

December 2017 AEST Board Appointments – Prepared for DM

<b>Justice Institute of British Columbia</b>	s.12,s.13,s.14,s.22	12/8+
<b>Kwantlen Polytechnic University</b>		8/8
<b>Langara College</b>		8/8+
<b>Nicola Valley Institute of Technology</b>		8/8+
<b>North Island College</b>		8/8+
<b>Northern Lights College</b>		7/8+
<b>Northwest Community College</b>		5/8+
<b>Okanagan College</b>		6/8+

December 2017 AEST Board Appointments – Prepared for DM

<b>Royal Roads University</b>	s.12,s.13,s.14,s.22	5/6
<b>Selkirk College</b>		7/8+
<b>Simon Fraser University</b>		7/8
<b>Thompson Rivers University</b>		5/8
<b>University of British Columbia</b>		9/11
<b>University of Northern British Columbia</b>		7/8
<b>University of the Fraser Valley</b>		7/8
<b>University of Victoria</b>		8/8
<b>Vancouver Community College</b>		6/8+
<b>Vancouver Island</b>		7/8

December 2017 AEST Board Appointments – Prepared for DM

University					
<b>Professions:</b>					
Chartered Professional Accountants of BC	s.12,s.13,s.14,s.22				1/3
Architectural Institute of BC					4/4
Engineers and Geoscientists BC					2/4
BC Society of Landscape Architects					2/4
BC Registered Music Teachers' Association					0/1

## McHerron, Paula J AEST:EX

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Friday, December 15, 2017 12:23 PM  
**To:** Smollett, Debbie AEST:EX; Chauvin, Lindsay AEST:EX; Oaten, Jeremy AEST:EX  
**Cc:** La Rose, Yael AEST:EX; Loughran, Tony D AEST:EX; McHerron, Paula J AEST:EX  
**Subject:** FW: Draft Emails for Board Appointments - College and Institutes  
**Attachments:** Board Appointments: British Columbia Institute of Technology; Board Appointment: Camosun College; Board Appointment: College of New Caledonia; Board Appointments: College of the Rockies; Board Appointments: Douglas College; Board Appointments: Justice Institute of British Columbia; Board Appointments: Langara College; Board Appointments: Nicola Valley Institute of Technology; Board Appointments: North Island College; Board Appointments: Northern Lights College; Board Appointments: Northwest Community College; Board Appointment: Okanagan College; Board Appointment: Selkirk College; Board Appointment: Vancouver Community College

Attached are emails for the Colleges and Institutes for approval. These emails will come from the DM email and are informing colleges and institutes about board appointments. These must be sent today.

Universities to follow.

---

**From:** McHerron, Paula J AEST:EX  
**Sent:** Friday, December 15, 2017 12:14 PM  
**To:** Franklin, Rachel AEST:EX  
**Subject:** Draft Emails for Board Appointments - College and Institutes

Hi Rachel,

Attached are draft emails for DM's communications to the colleges and institutes.  
More to come shortly...

Best,

---

**Paula McHerron, Coordinator**  
*Board Appointments and Negotiation Support*  
*Governance, Quality Assurance and Strategic Policy Branch*  
*Governance, Legislation and Strategic Policy Division*  
*Ministry of Advanced Education, Skills and Training*  
PO Box 9157, STN PROV GOVT  
Victoria BC V8W 9H2  
Telephone: 250-356-8696 / Facsimile: 250-387-3750



**McHerron, Paula J AEST:EX**

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Wednesday, December 13, 2017 2:59 PM  
**To:** Mr. John Arthur Evans, Chair of the Board  
**Cc:** Dr. Kathy Denton, President ; Donnelly, Shelagh; Loughran, Tony D AEST:EX  
**Subject:** Board Appointments: Douglas College  
**Attachments:** OIC 563-2017.pdf; OIC 579-2017.pdf; OIC 586-2017.pdf

Good afternoon Mr. Evans:

I am pleased to provide you with the following information on recent board appointments.

Pursuant to section 9(1) of the *College and Institute Act*, Orders in Council were approved and ordered on December 15, 2017, regarding three appointments to the Board of Douglas College.

Name	Appointment Term	Term Expiry
Adel Abdulhafid Gamar	2017-12-31	2018-12-31
Jodie Arlene Marjorie Wickens	2017-12-31	2018-12-31
Barbara Jean Kelly	2017-12-31	2018-12-31

I have also attached contact information and request you formally advise each new member of their appointment at the earliest opportunity. Please extend my best wishes to the new appointees for a successful term.

In addition, a Ministerial letter will be sent to each appointee in the very near future.

Should you have any questions regarding these appointments, please contact Mr. Tony Loughran, Acting Assistant Deputy Minister, Governance, Legislation and Strategic Policy Division, at (250) 356-0826 or by email at [Tony.Loughran@gov.bc.ca](mailto:Tony.Loughran@gov.bc.ca).

Regards,

Shannon Baskerville, Deputy Minister  
Ministry of Advanced Education, Skills and Training

---

**Adel Abdulhafid Gamar**

Adel Gamar is the CEO and co-founder of Gamar Leadership Group Ltd, a firm that specializes in adaptive leadership and change management. Throughout his career, he has advised and coached senior leaders of Fortune 500 companies, higher education, non-profit organizations, and governments. Prior to starting his firm, Mr. Gamar was a Policy Fellow at Harvard Law School. He is also involved in the community as head coach for a youth basketball association and the Director of Campaign Engagement for the Canadian Women's Hockey League. Mr. Gamar holds a Master of Public Administration from Harvard University, a Master of Science in Educational Leadership from the University of Leicester, and a Bachelor of Education from the University of Calgary.

Contact:

Mr. Adel Gamar

s.22

**Jodie Arlene Marjorie Wickens**

Jodie Wickens is a previous member of the Legislative Assembly for the Province of B.C. Prior to that venture, she worked as a behaviour therapist in many family homes throughout the Tri-Cities and served as the Executive Director of the Autism Support Network, a not for profit organization that supplies support and resources to families with Autism Spectrum Disorder. Active in her community, Ms. Wickens was a former director for the Autism Education Society. She holds her Classroom and Community Support diploma from Douglas College.

Contact:

Ms. Jodie Wickens

s.22

**Barbara Jean Kelly**

Babs Kelly is currently the executive director for the B.C. Library Trustees Association. She is also a partner at Northern Engagement. Ms. Kelly is involved in many community organizations, including Reconciliation Canada, Vantage Point, Red Fox Healthy Living Society, and acting as board director and treasurer for Prostitution Alternatives Counselling Education (PACE) Society. She is also a member of the New Westminster Chamber of Commerce. Ms. Kelly holds a Master of Business Administration from Royal Roads University, a Certificate of Professional Leadership from the University of Regina, a Master of Library and Information Studies from the University of British Columbia, and a Bachelor of Arts from Simon Fraser University.

Contact:

Ms. Barbara Jean Kelly

s.22

## McHerron, Paula J AEST:EX

---

**From:** AEST Deputy Minister AEST:EX  
**Sent:** Friday, December 15, 2017 2:04 PM  
**To:** Mr. John Arthur Evans, Chair of the Board  
**Cc:** Dr. Kathy Denton, President ; Donnelly, Shelagh; Loughran, Tony D AEST:EX; AEST Deputy Minister AEST:EX  
**Subject:** Board Appointments: Douglas College  
**Attachments:** OIC 563-2017.pdf; OIC 579-2017.pdf; OIC 586-2017.pdf

Good afternoon Mr. Evans:

I am pleased to provide you with the following information on recent board appointments.

Pursuant to section 9(1) of the *College and Institute Act*, Orders in Council were approved and ordered on December 15, 2017, regarding three appointments to the Board of Douglas College.

Name	Appointment Term	Term Expiry
Adel Abdulhafid Gamar	2017-12-31	2018-12-31
Jodie Arlene Marjorie Wickens	2017-12-31	2018-12-31
Barbara Jean Kelly	2017-12-31	2018-12-31

I have also attached contact information and request you formally advise each new member of their appointment at the earliest opportunity. Please extend my best wishes to the new appointees for a successful term.

In addition, a Ministerial letter will be sent to each appointee in the very near future.

Should you have any questions regarding these appointments, please contact Mr. Tony Loughran, Acting Assistant Deputy Minister, Governance, Legislation and Strategic Policy Division, at (250) 356-0826 or by email at [Tony.Loughran@gov.bc.ca](mailto:Tony.Loughran@gov.bc.ca).

Regards,

Shannon Baskerville, Deputy Minister  
Ministry of Advanced Education, Skills and Training

---

### Adel Abdulhafid Gamar

Adel Gamar is the CEO and co-founder of Gamar Leadership Group Ltd, a firm that specializes in adaptive leadership and change management. Throughout his career, he has advised and coached senior leaders of Fortune 500 companies, higher education, non-profit organizations, and governments. Prior to starting his firm, Mr. Gamar was a Policy Fellow at Harvard Law School. He is also involved in the community as head coach for a youth basketball association and the Director of Campaign Engagement for the Canadian Women's Hockey League. Mr. Gamar holds a Master of Public Administration from Harvard University, a Master of Science in Educational Leadership from the University of Leicester, and a Bachelor of Education from the University of Calgary.

Contact:

Mr. Adel Gamar

s.22

**Jodie Arlene Marjorie Wickens**

Jodie Wickens is a previous member of the Legislative Assembly for the Province of B.C. Prior to that venture, she worked as a behaviour therapist in many family homes throughout the Tri-Cities and served as the Executive Director of the Autism Support Network, a not for profit organization that supplies support and resources to families with Autism Spectrum Disorder. Active in her community, Ms. Wickens was a former director for the Autism Education Society. She holds her Classroom and Community Support diploma from Douglas College.

Contact:

Ms. Jodie Wickens

s.22

**Barbara Jean Kelly**

Babs Kelly is currently the executive director for the B.C. Library Trustees Association. She is also a partner at Northern Engagement. Ms. Kelly is involved in many community organizations, including Reconciliation Canada, Vantage Point, Red Fox Healthy Living Society, and acting as board director and treasurer for Prostitution Alternatives Counselling Education (PACE) Society. She is also a member of the New Westminster Chamber of Commerce. Ms. Kelly holds a Master of Business Administration from Royal Roads University, a Certificate of Professional Leadership from the University of Regina, a Master of Library and Information Studies from the University of British Columbia, and a Bachelor of Arts from Simon Fraser University.

Contact:

Ms. Barbara Jean Kelly

s.22

PROVINCE OF BRITISH COLUMBIA

ORDER OF LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 586

, Approved and Ordered

December 15, 2017

  
Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that, effective December 31, 2017, Jodie Arlene Marjorie Wickens is appointed as a member of the board of Douglas College for a term ending December 31, 2018.

  
Minister of Advanced Education, Skills and Training

  
Presiding Member of the Executive Council

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*(This part is for administrative purposes only and is not part of the Order.)*

Authority under which Order is made:

Act and section: College and Institute Act, R.S.B.C. 1996, c. 52, s. 9 (1) (a)

Other: OIC 2961/1978

O10193733

## Franklin, Rachel AEST:EX

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**From:** Franklin, Rachel AEST:EX  
**Sent:** Friday, December 15, 2017 3:49 PM  
**To:** Williams, Doris AEST:EX; McHerron, Paula J AEST:EX  
**Subject:** APPOINTMENT LETTER TRACKER  
**Attachments:** APPOINTMENT LETTER TRACKER.docx

Let's see if this helps us keep track.

December 2017 AEST Board Appointments – Correspondence Tracker

Institution	Appointments	New/Re- appointment	Order number	Status
BCIT	s.12,s.13,s.22			
Camosun College				
Capilano University				
College of New Caledonia				
College of the Rockies				

s.12,s.13,s.22

2



# December 2017 AEST Board Appointments – Correspondence Tracker

<p>s.12,s.13,s.22</p> <p><b>Nicola Valley Institute of Technology</b></p>	
<p><b>North Island College</b></p>	
<p><b>Northern Lights College</b></p>	
<p><b>Northwest Community College</b></p>	
<p><b>Okanagan College</b></p>	
<p><b>Royal Roads University</b></p>	

# December 2017 AEST Board Appointments – Correspondence Tracker

<b>Selkirk College</b>	s.12,s.13,s.22	
<b>Simon Fraser University</b>		
<b>Thompson Rivers University</b>		
<b>University of British Columbia</b>		

**From:** Burnett, Teresa M AEST:EX  
**To:** s.22  
**Cc:** AEST Deputy Minister AEST:EX; s.22; "dentonk@douglascollege.ca"; AEST ADM Governance, Legislation and Strategic Policy AEST:EX; AEST ADM Institutions and Programs AEST:EX; "donnelly@douglascollege.ca"  
**Subject:** 111908 - Douglas College Board Appointment - Letter to Jodie Wickens  
**Date:** Wednesday, December 27, 2017 1:25:00 PM  
**Attachments:** OIC 586-2017.pdf  
111908 - Douglas College Board - Letter to Jodie Wickens.pdf

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Attached is a signed letter from the Honourable Melanie Mark.

---

Office of the Minister  
Honourable Melanie Mark  
Minister of Advanced Education, Skills and Training  
Ph: (250) 356-0179



Our Ref. 111908

December 27, 2017

Ms. Jodie Arlene Marjorie Wickens  
s.22

Dear Ms. Jodie Wickens:

I am pleased to confirm your appointment as a member of the Board of Douglas College, effective December 31, 2017, for a term ending December 31, 2018.

The Board has a leadership role in our post-secondary education institutions that is integral to the success of the British Columbia post-secondary education system. In agreeing to serve, you will be performing a valuable service to your Province.

For information to assist you in your new role as a board member, please review the *Orientation for B.C. Public Post-Secondary Institution Board Members* document on the Ministry of Advanced Education, Skills and Training website at: [www.gov.bc.ca](http://www.gov.bc.ca).

Additional resources on the appointment process are available on the Crown Agencies and Board Resourcing Office website at: [www.cabro.gov.bc.ca](http://www.cabro.gov.bc.ca).

In addition to your formal duties, I hope that you will occasionally take advantage of opportunities to meet with faculty, staff and students on a less formal basis. The Chair of the Board is Mr. John Arthur Evans and your contact at Douglas College is Ms. Shelagh Donnelly, College Secretary. Ms. Shelagh Donnelly can be contacted at (604) 527-5388.

I am also enclosing a copy of the Order in Council making the appointment. Best wishes for a successful term.

Sincerely,

Melanie Mark  
Hli Haykwhl Wii Xsgaak  
Minister

Enclosure

pc: Distribution List Follows

.../2

Ministry of  
Advanced Education,  
Skills and Training

Office of the  
Minister

Mailing Address:  
PO Box 9080 Stn Prov Govt  
Victoria BC V8W 9E2

Location:  
Parliament Buildings  
Victoria

pc. Ms. Shannon Baskerville, Deputy Minister  
Ministry of Advanced Education, Skills and Training

Mr. John Arthur Evans, Chair of the Board  
Douglas College

Dr. Kathy Denton, President  
Douglas College

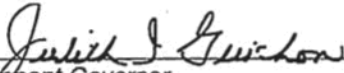
Mr. Tony Loughran, Acting Assistant Deputy Minister  
Governance, Legislation and Strategic Policy Division  
Ministry of Advanced Education, Skills and Training

Mr. Jeff Vasey, Assistant Deputy Minister  
Institutions and Programs Division  
Ministry of Advanced Education, Skills and Training

Ms. Shelagh Donnelly, College Secretary  
Douglas College

**PROVINCE OF BRITISH COLUMBIA**  
**ORDER OF LIEUTENANT GOVERNOR IN COUNCIL**

Order in Council No. 586, Approved and Ordered December 15, 2017

  
Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that, effective December 31, 2017, Jodie Arlene Marjorie Wickens is appointed as a member of the board of Douglas College for a term ending December 31, 2018.

  
Minister of Advanced Education, Skills and Training

  
Presiding Member of the Executive Council

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*(This part is for administrative purposes only and is not part of the Order.)*

Authority under which Order is made:

Act and section: College and Institute Act, R.S.B.C. 1996, c. 52, s. 9 (1) (a)

Other: OIC 2961/1978

O10193733

## Douglas College

### Board Composition (8+):

Name	First Joined Board	Term Expiry	Position
<b>Appointed:</b>			
Thomas L. Spraggs	2012-11-08	2018-07-31	Order-in-Council
Jane Butterfield	2014-07-31	2018-07-31	Order-in-Council
Jason Leo Carvalho	2014-07-31	2018-07-31	Order-in-Council
Dave A. Teixeira	2015-07-31	2018-07-31	Order-in-Council
Eileen B. Stewart	2016-07-31	2018-07-31	Order-in-Council
Adel Abdulhafid Gamar	2017-12-31	2018-12-31	Order-in-Council
Jodie Arlene Marjorie Wickens	2017-12-31	2018-12-31	Order-in-Council
Barbara Jean Kelly	2017-12-31	2018-12-31	
Harjeevan S. Kunkhun	2013-12-31	2019-12-31	Order-in-Council
John Arthur Evans, Chair	2015-12-17	2019-12-31	Order-in-Council
<b>Elected:</b>			
Wesley Snider	2016-08-31	2019-08-31	Faculty
Marissa Martin	2015-09-01	2018-08-31	Student
Telka Pesklevits	2016-09-01	2018-08-31	Student
Dave Seaweed **	2014-08-12	2019-08-31	Support Staff
<b>Ex-Officio:</b>			
Jasmine Nicholsfigueiredo	2015-09-01	2018-08-31	Chair of the Education Council
Kathy Denton	2014-06-17	No Fixed Term	President & CEO

Under the *College and Institute Act*, comprised of 8 or more LGIC appointments.

Quorum: Majority of board members holding office (s. 59)

Minimum for LGIC majority: 7

Key:

\*\* Indigenous



Immediate Vacancy



Upcoming Vacancy / Renewable



Upcoming Vacancy / Over 6 Years

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Withheld pursuant to/removed as

s.12;s.22;s.13



# **MINISTER OF ADVANCED EDUCATION, SKILLS AND TRAINING - SPEAKING NOTES**

s.12,s.13

Page 80 to/à Page 84

Withheld pursuant to/removed as

s.12;s.13

Page 001 to/à Page 036

Withheld pursuant to/removed as

s.12;s.14;s.22

Page 037

Withheld pursuant to/removed as

s.12;s.13

Page 038 to/à Page 045

Withheld pursuant to/removed as

s.12;s.22;s.13

Page 046 to/à Page 100

Withheld pursuant to/removed as

s.12;s.14;s.22;s.13

## Oaten, Jeremy AEST:EX

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**From:** Rzepa, Christina AEST:EX  
**Sent:** Monday, December 11, 2017 1:57 PM  
**To:** Smollett, Debbie AEST:EX  
**Cc:** Flesh, Cindy AEST:EX  
**Subject:** Re: For Approval: Board Appointment OICs (16)

Great thanks

Sent from my iPhone

On Dec 11, 2017, at 1:44 PM, Smollett, Debbie AEST:EX <[Debbie.Smollett@gov.bc.ca](mailto:Debbie.Smollett@gov.bc.ca)> wrote:

We are going to try and get it to Christian this afternoon so he can bring it with him tomorrow...if not, we will courier. ☺  
Hope that works!

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**From:** Rzepa, Christina AEST:EX  
**Sent:** Monday, December 11, 2017 1:44 PM  
**To:** Smollett, Debbie AEST:EX  
**Cc:** Flesh, Cindy AEST:EX  
**Subject:** Re: For Approval: Board Appointment OICs (16)  
Thanks Debbie - in our check in you had said the binder would be couriered to the constituency office. Is this still the plan?  
Sent from my iPhone

On Dec 11, 2017, at 1:39 PM, Smollett, Debbie AEST:EX <[Debbie.Smollett@gov.bc.ca](mailto:Debbie.Smollett@gov.bc.ca)> wrotend:

Thank you so much for your help on this! We are pulling together a full binder (in order of agenda) for the Minister's use and should have that to you later this afternoon (hard copy) to bring over to MMM tomorrow.

Again...huge thanks, this wasn't an easy review with so many pieces on the go.

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**From:** Flesh, Cindy AEST:EX  
**Sent:** Monday, December 11, 2017 1:36 PM  
**To:** Smollett, Debbie AEST:EX; Rzepa, Christina AEST:EX  
**Cc:** Papadopoulos, James AEST:EX; Rzepa, Christina AEST:EX  
**Subject:** RE: For Approval: Board Appointment OICs (16)  
These are Minister approved – please apply e-sig – thanks one and all  
Cindy Flesh  
Administrative Coordinator to the  
Honourable Melanie Mark  
Minister of Advanced Education, Skills and Training  
Telephone: 250-356-0179

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**From:** Smollett, Debbie AEST:EX  
**Sent:** Monday, December 11, 2017 1:11 PM

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s.12;s.14;s.22