

S. J. McKee Archives



Main Executive Committee

<http://archives.brandonu.ca/en/permalink/descriptions4257>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.7

GMD: textual records

Date Range: 1931-1945, 1957-1967

Physical Description: 8.5 cm

Scope and Content:

These are the minutes from the meetings of the Main Executive of the Student Association.

Subject Access: Student Association

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



BUSU Executive and Council

<http://archives.brandonu.ca/en/permalink/descriptions191>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 14.1

Accession Number: 25-2003

GMD: textual records

Date Range: 1967-1976

Physical Description: 25 cm

History /

Biographical:

The Brandon University Students' Union Council is comprised of 16 elected students representing a variety of constituencies on campus. The elected BUSU council governs the actions of the Students' Union, providing students with on and off campus entertainment and events, a number of services, and representation on BU boards and committees.

BUSU has a four-committee structure, with each committee comprised of five members and chaired by a member of the Executive. Every member of BUSU council sits on at least one BUSU committee.

The Executive Committee oversees government and media relations; sets the council agenda; handles personnel and legal issues; rules on donations, hospitality, and referred issues; and issues honoraria. The committee consists of the President, Vice-President Finance, Vice-President Academic, Vice-President Student Activities, and the General Manager and is chaired by the President. Three subcommittees chaired by the BUSU Vice-Presidents handle other duties.

Additional information on the various committees of BUSU, as well as the positions of President, Vice-Presidents and Commissioners can be found on the BUSU website (http://www.busu.ca/boards_committees.asp (January 2007)).

Scope and Content:

Sub-series consists of minutes and minute books of the BUSU Executive and Council from 1967-1976. The first minute book contains minutes from the Brandon College Students' Association (beginning Feb. 1967) and a copy of BUSU's by-laws.

Box 1 (Files 1-5): 1967-1974

Box 2 (Files 6-10): 1969-1976

Notes: History/Bio information was taken from the BUSU web page available at:
<http://www.busu.ca/election.asp> and
http://www.busu.ca/boards_committees.asp (January 2007).

Storage Location: RG 6 Brandon University fonds
Series 14: BUSU



Functions Committee

<http://archives.brandonu.ca/en/permalink/descriptions4258>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.8

GMD: textual records

Date Range: 1923-1935, 1945-1950

Physical Description: 3 cm

History /

Biographical:

This committee was in charge of deciding which students would be allowed to join extra-mural clubs and committees based on satisfactory schoolwork. The committee consisted of the President, faculty and students.

Scope and Content:

This file contains minutes from the meetings of the Functions Committee.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Publications Committee

<http://archives.brandonu.ca/en/permalink/descriptions4274>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.23

GMD: textual records

Date Range: 1965-1968

Physical Description: 2 cm

Scope and Content:

These are minutes from meetings of the Publications Committee from 1965 to 1968. The Publications Committee was in charge of the operation of The Quill, The Sickle, and the Student Handbook.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Board of Governors' committees

<http://archives.brandonu.ca/en/permalink/descriptions3181>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 2.5

GMD: textual records

Date Range: 1967-1987

Physical Description: 12 cm

Scope and Content:

Sub-series consists of records for various committees of the Board of Governors, which were established to expedite matters in certain areas of the Board's jurisdiction. Some committees have a more or less permanent status while others were created to deal with specific questions or mandates. The sub-series has been divided into six sub sub series, including: (1) Nominating Committee; (2) Finance Committee; (3) Presidential Selection Committee; (4) Membership Committee; (5) Fundraising-Liaison Committee; and (6) Athletic Directorate.

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.5 Board of Governors' committees

Arrangement:

At present (July 2007) all Board Committee files are in one box. As more records are received, the individual committees will be placed into their own boxes.



Expansion Fund Committee

<http://archives.brandonu.ca/en/permalink/descriptions4254>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.4

GMD: textual records

Date Range: 1959-1962

Physical Description: 1 cm

Scope and Content:

Includes minutes of the Expansion Fund committee.

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



Freshie Week Committee

<http://archives.bradonu.ca/en/permalink/descriptions4270>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.19

GMD: textual records

Date Range: 1956-1963

Physical Description: 1cm

Scope and Content:

These are minutes from the Freshie Week Committees. They are designed to aid the following years Committee in planning the Freshie Week.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Arts Banquet Committee

<http://archives.bradonu.ca/en/permalink/descriptions4271>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.20

GMD: textual records

Date Range: 1938-1964

Physical Description: 2 cm

Scope and Content:

These are the minutes from the meetings of the Arts Banquet committees from 1938 until 1964. They include detailed descriptions of what each banquet would entail.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Brandon University Art Exhibition Committee

<http://archives.brandonu.ca/en/permalink/descriptions4065>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 9.3
Accession Number: 69-1997
GMD: multiple media
Date Range: 1960-1972
Physical Description: 44 cm textual records; approx. 20 photographs

History /

Biographical:

The Brandon College and Brandon University Art Exhibition Committee was active from 1960 to 1972. The Committee was established to promote the visual arts in Brandon through education and to sponsor exhibitions featuring the work of local artists.

Custodial History:

The records were assembled by Robert Inch of the Brandon University Extension Office and Professor D.V. Reilly, who taught art through the Faculty of Education at Brandon University. They were donated to the McKee Archives in 1997.

Scope and Content:

The sub-series contains records of past exhibitions, minutes and correspondence of the Brandon University Art Exhibition Committee. Sub-series also contains personal files on some artists consisting of correspondence and information pertaining to exhibitions of their work. There are also extensive files on past exhibits including advertising, correspondence, newspaper clippings, publications and files concerning local affiliated art clubs, such as the Student Camera Club at Brandon University.

Name Access: Gissar Elliason
Bernard Polly
Ken Esler
Mikuska Eyre

Subject Access: pottery
Japanese prints
ceramics
textiles

Repro Restriction: Researchers are responsible for observing Canadian copyright restrictions.

Storage Location: RG 6 Brandon University fonds
Series 9: Office of Extension



Board projects

<http://archives.brandonu.ca/en/permalink/descriptions3344>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 2.6

Accession Number: 8-2005

GMD: multiple media

Date Range: 1967-1972

Scope and Content:

Sub sub series consists of documents relating to various Board projects including the Evans Lecture Theatre, the Library Building, a sanitary trunk sewer, electrical and telephone distribution service and the steam plant extension. There are also files on the Brandon University Chancellor and long range planning consultants. The sub sub series includes correspondence, minutes, blue prints, reports, financial information, statistics, recommendations and other records.

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.6 Board Projects



Finance board

<http://archives.brandonu.ca/en/permalink/descriptions4256>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.6

GMD: textual records

Date Range: 1943-1967

Physical Description: 2.5 cm

Scope and Content:

These include the minutes of Finance Board meetings.

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



Committees of Senate

<http://archives.brandonu.ca/en/permalink/descriptions147>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 6.2

GMD: textual records

Date Range: 1958-1987

Physical Condition: 4.96 m

Scope and Content:

Sub-series has been divided into the following sub sub series: (1) Curriculum and Academic Standards (CAS) Committee; (2) Senate Planning Committee; (3) Scholarships, Bursaries, Medals and Awards Committee; (4) Bachelor of General Studies Committee; and (5) Senate Committee of Student Affairs.



Board of Governors - documents

<http://archives.brandonu.ca/en/permalink/descriptions73>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 2.1
GMD: textual records
Date Range: 1939-2004; predominant 1967-1980
Physical Description: 19.5 cm

History /

Biographical:

This is an artificially created series.

Custodial History:

Four certificates (Congratulations on Brandon University's centennial from the University of Manitoba and McMaster University; congratulations on the 25th Anniversary of Brandon University's charter from the University of Winnipeg; and the centennial organization certificate from the Manitoba Historical Society) were transferred to the McKee Archives from the President's Office on July 31, 2007.

Scope and Content:

Sub-series consists of invitations, reply cards, some correspondence, and a salary schedule. It also includes agreements, briefs, orders-in-council, bills, memorandums and by-laws dealing with the legislative basis, legal structure and operations of Brandon College Incorporated, Brandon University and BUSU. Sub-series also includes a number of certificates.

Notes: Some of the files in the sub-series pre-date Brandon University. They have been retained in this sub-series to maintain original order.

Name Access: Brandon College Incorporated
Brandon University
BUSU

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.1 Documents



Athletic board finance

<http://archives.brandonu.ca/en/permalink/descriptions4255>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.5

GMD: textual records

Date Range: 1935-1951

Physical Description: 2 cm

Scope and Content:

These records are a financial statement for the Athletic Board. It includes all expenditures and credits for the years included.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Board of directors - documents

<http://archives.brandonu.ca/en/permalink/descriptions4311>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.1

GMD: textual records

Date Range: 1904-1971

Physical Description: 24.5 cm

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series is comprised of various documents, agreements and contracts generated by A. E. McKenzie Seed Co. Ltd. Among the documents are by-laws, letters of patents, land deeds, leases, transfers of property, grants of probate, trademark documents, certificates of title, incorporation documents, bills of sale, assets and liabilities, licenses to do business, loan documents, tax statements/certificates, insurance documents, memorandums, declarations, estate documents, releases, settlements, mortgages, and bill 87.

Storage Location: RG 3 A.E. McKenzie Company fonds

McS 1 Board of Directors



Board of directors - miscellaneous

<http://archives.brandonu.ca/en/permalink/descriptions4314>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.4

GMD: textual records

Date Range: 1974

Physical Description: 0.1 cm

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series consists of one folder containing thank you letters to Prof. George F. MacDowell, Professor of Economics at Brandon University, and a long-time member of the McKenzie Seeds Board for his service to the company.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material: RG 6 (Brandon University fonds), MG 3 (Brandon University Teaching and Administration), MG 3 1.12 (George MacDowell fonds).



Brandon Board of Trade

<http://archives.brandonu.ca/en/permalink/descriptions4342>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: MG 5 1.4

GMD: textual records

Date Range: 1910-1911

Physical Description: 0.3 cm

History /

Biographical:

The Brandon Board of Trade was founded in 1883 to promote business activity and economic expansion in Brandon. Aside from these records, no other records of the Board of Trade are known to exist.

Custodial History:

See fonds level description of custodial history of A.E. McKenzie Seed Co. Ltd.

Scope and Content:

Sub-series includes the intervention of the Board in the 1910 municipal election in Brandon and a listing of the standing committee for 1911. The sub-series also includes a letter to Mr. Blanchard from A.E. McKenzie and a financial statement for the Brandon Commercial Bureau.

Storage Location: RG 3 A.E. McKenzie Seed Co. Ltd. fonds
MG 5 A.E. McKenzie fonds



Board correspondence and subject files

<http://archives.brandonu.ca/en/permalink/descriptions76>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 2.4
Accession Number: 1-2004, 6-2005, 7-2005, 8-2005
GMD: multiple media
Date Range: 1963-1991
Physical Description: 2 m
History /
Biographical:

For administrative history see RG 6 (Brandon University fonds), series 2 (Board of Governors).

Scope and Content:

Sub-series consists of correspondence and various other documents, including: financial information, legal documents, agendas, reference materials, minutes, blueprints, drawings, reports, briefs, recommendations, proposals and newsclippings.

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.4 Correspondence and subject files



Athletic Association/Athletic board

<http://archives.brandonu.ca/en/permalink/descriptions4259>

Part Of: RG 1 Brandon College fonds
Description Level: Sub-series
Series Number: 8.9
GMD: textual records
Date Range: 1919-1933, 1947-1958
Physical Description: 7 cm
Scope and Content:

These are the minutes from the meetings of the Athletic Association and the Athletic Board.

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



Board of directors - minutes/meetings

<http://archives.brandonu.ca/en/permalink/descriptions4312>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.2

GMD: textual records

Date Range: 1958-1981

Physical Description: 1.8 cm

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series includes minutes of the Board of Directors of McKenzie Seeds, extracts from minutes of the Board of Directors, information on shareholders of the company, notices of Board meetings, suggested meeting agendas, the President's annual report for 1967, and memos regarding Board meetings/business.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material: Additional minutes for the meetings of the Board of Directors of McKenzie Seeds, dating from the mid 1930's, are held in the Provincial Archives of Manitoba.

Minute excerpts for the Board of Directors are located in the Document sub-series in the file titled By-Laws for 1940-1985.