

# S. J. McKee Archives



## A.E. McKenzie fonds

<http://archives.brandonu.ca/en/permalink/descriptions4337>

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

Description Level: Series

Series Number: MG 5

GMD: textual records

Date Range: 1887-1989; prpredominantly 1887-1968

Physical Description: 31 cm

History /

Biographical:

See biographical sketch of A.E. McKenzie under RG 3 Series 2 (Office of the President/General Manager), sub-series 1 (A.E. McKenzie).

Custodial History:

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

Scope and Content:

The manuscript group contains records pertaining to A.E. McKenzie's personal life, such as personal correspondence and family documents. Records dealing with McKenzie's involvement with Brandon College, the Brandon Allied Arts Council and the Brandon Board of Trade are also included.

It has been divided into five sub-series, including: (1) Brandon College Inc.; (2) A.E. McKenzie Foundation; (3) Brandon Allied Arts Council; (4) Brandon Board of Trade; and (5) Miscellaneous.

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

Related Material: RG 1 Brandon College fonds in the McKee Archives contains additional information on A.E. McKenzie, particularly his involvement with Brandon College.

A photograph of A.E. McKenzie is located in oversized drawer #5 of the Brandon College photograph series.



## Beatrice Culleton Mosionier fonds

<http://archives.brandonu.ca/en/permalink/descriptions4816>

Part Of: RG 10 Aboriginal writers manuscript collection

Description Level: Series

Accession Number: 06-2007

GMD: textual records

Date Range: 2001

Physical Description: 5.5 cm

History /

Biographical:

Métis fiction writer Beatrice Culleton Mosionier was born in the St. Boniface area of Winnipeg, Manitoba, in 1949 and after some time in Toronto, she moved back to Winnipeg. She attended George Brown College, 1970, and Banff School of Fine Arts, 1983. Aside from writing, Beatrice worked for a number of years at Pemmican Publications, a Manitoba publishing house. She has written works of fiction aimed at both adults and children.

Custodial History:

Both drafts were sent to Sam Corrigan, Native Studies Department, Brandon University, by Greg Young-Ing, Managing Editor of Theytus Books in August 2001 for deposit in the Archives.

Scope and Content:

Fonds consists of the first draft (galley draft) and the final edit of "In the Shadow of Evil" by Beatrice Culleton Mosionier. It also includes a press release from Theytus Books Ltd. regarding the publication of the novel.

Notes: History/Bio information taken from the Manitoba Author Publication index at [http://www.mbwriter.mb.ca/mapindex/m\\_profiles/mosionier\\_b\\_c.html](http://www.mbwriter.mb.ca/mapindex/m_profiles/mosionier_b_c.html) (February 2007) and the Native American Authors Project at <http://www.ipl.org/div/natam/bin/browse.pl/A34> (February 2007).

Access Restriction: Copyright restrictions apply.

Storage Location: 2007 accessions



## Stephen Adolph Magnacca fonds: Photographs

<http://archives.brandonu.ca/en/permalink/descriptions4792>

Part Of: RG 5 Western Manitoba Manuscript Collection  
Description Level: Series  
Series Number: 4  
File Number: 1-21  
Accession Number: 5-1998  
Date Range: 1916-1978  
Physical Description: 21 black and white photographs, various sizes

### History /

#### Biographical:

See fonds-level description Stephen Adolph Magnacca fonds.

#### Custodial History:

See fonds-level description Stephen Adolph Magnacca fonds.

#### Scope and Content:

Series consists of 21 photos. Included are pictures of Stephen Adolph Magnacca as mayor (1961-1969), Freedom of the City photos (1967), and a print of Thomas Mayne Daly (ca. 1880s).

Notes: Stored in Box 1  
Storage Location: Stephen Adolph Magnacca fonds - Box 1  
Storage Range: Stephen Adolph Magnacca fonds - Box 1



## Stephen Adolph Magnacca fonds: Historical interests

<http://archives.brandonu.ca/en/permalink/descriptions4790>

Part Of: RG 5 Western Manitoba Manuscript Collection  
Description Level: Series  
Series Number: 2  
File Number: 2.1-2.20  
Accession Number: 5-1998  
GMD: textual records  
Date Range: 1884-1981  
Physical Description: 13 cm

### History /

#### Biographical:

See fonds-level description for Stephen Adolph Magnacca fonds.

Custodial History:

See fonds-level description for Stephen Adolph Magnacca fonds.

Scope and Content:

Series consists of antiquarian objects, such as postcards and theatre programs; an anonymous manuscript entitled "There's Something About British Israel;" clippings about Louis Riel; documents about Thomas Mayne Daly, notably Magnacca's manuscript entitled "Our First Mayor;" and documents of the Daly House Museum.

Storage Location: Stephen Adolph Magnacca fonds - Box 2

Storage Range: Stephen Adolph Magnacca fonds - Box 2

Arrangement:

Box 2

- 2.1 2 Brandon Mail newspapers 1884
- 2.2 Postcards and invitations 1888-1911
- 2.3 Theatre programs from London, England 1896
- 2.4 1 Citizen's Examiner newspaper 1926
- 2.5 Clippings re: Coronation Day 1937
- 2.6 Clippings re: Louis Riel 1967-72
- 2.7 Scrapbook about Manitoba history [197-]
- 2.8 Biographical information about T. Mayne Daly 1962-79
- 2.9 Biographical information about T. Mayne Daly [1978]
- 2.10 Biographical information about T. Mayne Daly 1978
- 2.11 Manuscript: "Our First Mayor," by S. A. Magnacca 1978
- 2.12 "Our First Mayor" and a pamphlet about Daly 1979
- 2.13 "Our First Mayor" and a clipping re: H. Mayne Daly 1978
- 2.14 Correspondence re: publishing of "Our First Mayor" 1978
- 2.15 Documents of the Daly House Museum 1977-9
- 2.16 Documents of the Daly House Museum 1978-81
- 2.17 Correspondence of Grace Magnacca and the Daly House Museum 1981
- 2.18 Documents of the Manitoba Historical Society 1978-9
- 2.19 Manuscript: "Something About British Israel," anonymous [191-]
- 2.20 Documents re: St. Matthew's Cathedral 1952-63



## Stephen Adolph Magnacca fonds: Military interests

<http://archives.brandonu.ca/en/permalink/descriptions4791>

Part Of: RG 5 Western Manitoba Manuscript Collection  
Description Level: Series  
Series Number: 3  
File Number: 3.1-3.9  
Accession Number: 5-1998  
GMD: multiple media  
Date Range: 1916-1978  
Physical Description: 6.5 cm of textual records and audiocassettes

### History /

#### Biographical:

See fonds-level description of the Stephen Adolph Magnacca fonds.

#### Custodial History:

See fonds-level description of the Stephen Adolph Magnacca fonds.

#### Scope and Content:

Series consists of clippings about military activities, especially those of soldiers; audiocassettes of speeches and radio broadcasts; documents about celebrations at Shilo; and newsletters of the Brandon Flying Club.

Storage Location: Stephen Adolph Magnacca fonds - Box 2

Storage Range: Stephen Adolph Magnacca fonds - Box 2

#### Arrangement:

##### Box 2

- 3.1 Audiocassettes of British broadcasts and local mayoral speeches [196-]
- 3.2 Photocopies of The Quill [1916 and 1919] and a speech to university students about the military [196-]
- 3.3 Clippings re: S. A. Magnacca and soldiers 1961-75
- 3.4 Clippings re: military activities 1935-75
- 3.5 Clippings re: military activities 1956-75
- 3.6 Documents re: governmental celebrations 1964-9
- 3.7 Programs of military functions 1967-78
- 3.8 Brandon Flying Club newsletters 1974
- 3.9 Posters and documents of Shilo celebrations 1967-752.1



## BU 6: Brandon University Senate

<http://archives.brandonu.ca/en/permalink/descriptions145>

Part Of: RG 6 Brandon University fonds  
Description Level: Series  
Series Number: 6  
GMD: textual records  
Physical Description: 10.48 m

In accordance with "The Brandon University Act (1998)" the Brandon University Senate consists of the following members: (a) the chancellor of the university; (b) the president of the university; (c) the vice-presidents of the university; (d) the deputy minister of the department whose minister is responsible for The Council on Post-Secondary Education Act, or his or her designate; (e) the deans of each faculty and school in the university; (f) the director of the Educational Technology Unit or, if there is none, the person exercising comparable functions (g) the chair of the Bachelor of General Studies degree program or, if there is none, the person exercising comparable functions; (h) the University Librarian or, if there is none, the person exercising comparable functions; (i) the Dean of Students or, if there is none, the person exercising comparable functions; (j) one member of the board appointed by the board; (k) one representative from each faculty or school who has been on the staff of the university for at least two years, elected by and from the staff of that faculty or school; (l) six professors or associate professors of the university, elected by the professors, associate professors, assistant professors and lecturers; (m) two assistant professors or lecturers of the university who have been on the staff of the university for at least two years, elected by the professors, associate professors, assistant professors, and lecturers; (n) one member of the rank of professional associate of the university elected by the members of that rank; (o) eight students elected or appointed as follows: (i) one appointed by the executive of the Brandon University Students' Union who is a member of that executive. (ii) one elected from each faculty or school of the university, (iii) the remainder elected from the student body of the university at large.

Elected and appointed members of the senate, other than student members, are to hold office for two years, beginning on July 1 of the year in which they are elected or appointed. Student members of the senate are to hold office for one year, beginning on the first day of July of the year in which they are elected. Ex officio members are to hold office until they cease to hold the position that qualify them for membership. An elected or appointed member of the senate is eligible for re-election or re-appointment, but the senate may set a maximum number of consecutive terms of office that any member may hold.

The president of the university shall be the chair of the senate. If the president of the university is absent or unable to act as chair, the vice-president (academic and research) or, in his or her absence, an academic dean appointed by the president, shall be the chair at meetings of the senate. The registrar of the university or, if there is none, the person exercising comparable functions shall be the secretary of the senate.

The senate shall meet at least four times a year and may meet more often if its rules so provide. The secretary of the senate shall call special meetings at the request of the chair or at the written request of at least four members of the senate.

The senate is responsible for the academic policy of the university. The senate may (a) establish rules and procedures for the conduct of its proceedings, including fixing a quorum; (b) elect the chancellor of the university; (c) appoint any standing and other committees that it considers necessary; (d) consider and determine all courses of student, including requirements for admission, examination and graduation; (e) recommend to the board the establishment of additional faculties, school, departments, chairs and courses of instruction; (f) determine the degrees, honorary degrees, diplomas and certificates of proficiency to be granted by the university, and the persons to whom they are to be granted; (g) award scholarships, medals and prizes; (h) make rules and regulations respecting the academic conduct and activities of students; (i) consider and make recommendations to the board about any other matters that the senate considers appropriate for achieving the objects and purposes of the university.

#### Scope and Content:

Series has been divided into six sub-series, including: (1) Senate minutes; (2) Committees of Senate; (3) General Faculty Council; (4) Ad Hoc Committees of Senate; (5) Convocation services, Baccalaureate services, Banquets; and (6) Brandon College/University calendars.

Notes: Information in the History/Bio field was taken from "The Brandon University Act (1998)" at [http://www.brandonu.ca/administration/governors/documents/BU\\_Act.pdf](http://www.brandonu.ca/administration/governors/documents/BU_Act.pdf) (December 2005).

Storage Location: RG 6 Brandon University fonds



## BU 11: Brandon University Foundation

<http://archives.brandonu.ca/en/permalink/descriptions182>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 11

GMD: textual records

Physical Description: 12 cm

#### History /

#### Biographical:

The Brandon University Foundation was incorporated by an act of the Legislature in 1981, with the express purpose of promoting education in the Brandon area. The Foundation is limited to 21 Directors. There Foundation also has a Liaison Committee, formed as a communications link between the Board of Governors and the Foundation, composed of three members from each group.

#### Scope and Content:

Series consists of the following files: preliminary investigation; Annual Giving Committee; BU Fund (establishment) Committee; general; Student Assistant Fund; Student Christmas Fund; Blair Fraser Memorial Fund; Friends of Brandon College Inc. (USA); and Brandon University Association (1967-72).

Notes: History/Bio information taken from Campus News - September/October 1986.

Storage Location: RG 6 Brandon University fonds



## BC 5: Brandon College Senate

<http://archives.brandonu.ca/en/permalink/descriptions4247>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 5

GMD: textual records

Date Range: 1900-1967

Physical Description: 60 cm

The Brandon College Senate was created in 1900 under "An Act to Incorporate Brandon College." At the time, however, the Senate was not given a clear policy mandate. The Act stated: The Professors in said College, together with three members of the Board of Directors nominated by the said Board for that purpose, shall constitute the Senate, to whom shall be entrusted the reception, academical superintendence and discipline of the students and of all other persons within the said College.

Despite general authority over the discipline of students, measures to enforce discipline and the power to appoint or remove professors rested with the Baptist Convention. As a result, the Senate remained largely ineffective until 1910 when the Board re-defined their function as follows: The Senate be composed of the Council of the College together with three members appointed by the Board of Directors. That this body shall be responsible for all matters that concern the determination of the curriculum, the recommendations to the Board regarding appointments of instructors in subjects otherwise specifically assigned to individual members of the several faculties.

These new powers provided the Senate with a rational boundary of authority including some control over the curriculum, but its main function was still recommendations to the Board on matters concerning faculty. There are no known documents regarding the Brandon College Council, which existed from 1910 to 1915. Affiliation with McMaster was a contentious issue with faculty. Courses had to correspond with those in McMaster, effectively eliminating the Brandon College Senate from its authority over academic matters.

In 1915 the Senate was re-organized following the "Act to Amend An Act to Incorporate Brandon College." With this reorganization the Senate assumed a more direct role in the selection of faculty and tutors. As well, the Senate became a stronger advisory body of the faculty.

The Brandon College Senate remained relatively unchanged until 1939 when, under by-law 1, the Board defined the Senate functions as:

Power to regulate instructions and to determine the methods and limits of instructors.

To prepare a calendar of the College for publication.

To recommend to the Board the establishment or abolition of, or any changes in departments, chairs, lecture-ships, bursaries, scholarships and prizes, and generally have charge of all matters of an academic character, but shall not have any power to incur any expenditures or liabilities on behalf of the Corporation until specifically authorized by resolution of the Directors, nor shall their powers be construed as authority to engage teachers for the Corporation.

Along with these functions the Senate was also the body that possessed the binding authority to deal with all academic grievances.

The Senate under the new Charter and by-law 1, consisted of the President, Chairman of the Board, seven members from the faculty (including President and Registrar), and six members from the Alumni. The Registrar was to act as Secretary.

The Senate was changed once more in 1959. This change led to a more significant role in the administration of Brandon College.



#### Scope and Content:

These records consist mainly of minutes from various faculty council and executive meetings from 1900 to 1942 including Arts, Science and Theology faculties. Included as well are Minutes of the Ministerial Committee of the Baptist Union of Western Canada As well, there are University of Manitoba Senate Minutes dating from 1950 to 1958.

Storage Location: RG 1 Brandon College fonds  
Series 5: Brandon College Senate



## BC 12: Brandon College publications

<http://archives.brandonu.ca/en/permalink/descriptions4279>

Part Of: RG 1 Brandon College fonds  
Description Level: Series  
Series Number: 12  
GMD: textual records  
Date Range: 1910-1967  
Physical Description: 6 cm (excluding The Quill, The Sickie, Student Handbooks and The Spectrum)

#### History /

#### Biographical:

See sub-series descriptions for History/Bio information on:

##### The Quill

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.3 (The Quill))

##### The Sickie

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.1 (The Sickie))

##### Student Handbooks

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.2 (Student Handbooks))

##### Brandon College Bulletin

(RG 1 Brandon College fonds, series 12 (Brandon College publications), 12.4)

##### Brandon Reflections

(RG 1 Brandon College fonds, series 12 (Brandon College publications), 12.5)

##### The Spectrum

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.1.3 (The Spectrum))

#### Scope and Content:

Series consists of magazines, newspapers, yearbooks, bulletins and directories published by Brandon College. It has been divided into seven sub-series, including: (1) The Quill; (2) The Sickie; (3) Brandon College Student Handbook; (4) Brandon College Bulletin; (5) Brandon Reflections; (6) Miscellaneous Brandon College publications; (7) The Brandon College Gazette; and (8) The Spectrum.

Notes: Although many of the records in this series are part of RG 1 Brandon College fonds, it was decided administratively, because of the continuity with Brandon University and the ongoing character of the records, to locate the Quill, the Sickle (and the Spectrum) and the Student Handbooks within RG 6 Brandon University fonds as part of series 14 (BUSU), sub series 14.5 (BUSU publications).

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

Related Material: RG 1 Brandon College fonds  
Series 12: Brandon College publications  
RG 6 (Brandon University fonds), series 14 (BUSU), sub series (BUSU publications).

Arrangement:  
Due to the relocation of the Quill, the Sickle, the Student Handbooks and the Spectrum within RG 6 Brandon University fonds, sub-series' 12.1, 12.2, 12.3 and 12.8 do not exist within the arrangement of RG 1 Brandon College fonds.



## BC 15: Brandon College library

<http://archives.brandonu.ca/en/permalink/descriptions4291>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 15

GMD: textual records

Date Range: 1912-1967

Physical Description: 33 cm

History /

Biographical:

From the very beginning, Brandon College has maintained library services for its students. A professor was put in charge of the library, although in the beginning it was little more than an empty shelf in a cabinet. As it grew, there became more of a need for an administrative body. A Library Committee was created in order to keep the library running smoothly. With the construction of the A.E. McKenzie Building in 1960 came a permanent resting place for the Brandon College Library.

Scope and Content:

The records include a 3 cm book of Library of Congress Card Orders of Recent Publications from 1957 to 1960. As well, there are applications for employment, minutes from the Library Committee and Sub Committees. There is also correspondence from the Director of Library Services and accession records.

Series has been divided into three sub-series, including: (1) Minutes; (2) Director of Library Services; and (3) Library Accession Records.

Storage Location: RG 1 Brandon College fonds  
Series 15: Brandon College Library

Related Material: RG 6 (Brandon University fonds), series 8 (Brandon University Library Services).



## MG 2 Brandon College students

<http://archives.brandonu.ca/en/permalink/descriptions4302>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: MG 2

GMD: multiple media

Date Range: 1901-2006

Physical Description: See individual series for extent.

History /

Biographical:

The Brandon College Students series is an artificially created collection. It contains the private papers of former Brandon College students.

Scope and Content:

The series has been divided into the following sub-series:

MG 2 2.1 Kathleen Emily Kenner

MG 2 2.2 Gerald R. Brown

MG 2 2.3 Saul L. Cohen

MG 2 2.4 Paul McKinnon

MG 2 2.5 Verda McDonald

MG 2 2.6 Frances Percival (nee Fraser)

MG 2 2.7 Raymond R. Bailey

MG 2 2.8 Harold Arthur Kinniburgh

MG 2 2.9 Barbara Cooper

MG 2 2.10 Class of 1953

MG 2 2.11 Elizabeth Kovach

MG 2 2.12 Carole Paintin-Dence

MG 2 2.13 Edward Lloyd Bowler

MG 2 2.14 Rev. Einar Egilsson

MG 2 2.15 George Thorman

MG 2 2.16 Robert Dudley Howland

MG 2 2.17 Charles H. Koester

MG 2 2.18 Robert Harvey

MG 2 2.19 Lawrence Skeoch

MG 2 2.20 Edith Laycock

MG 2 2.21 Marion Stone

MG 2 2.22 Margaret Doran Roberts

MG 2 2.23 Georgina (Hill) Matiation

MG 2 2.24 Class of 1950

MG 2 2.25 Donald Freeman

MG 2 2.26 William Archibald Branton

MG 2 2.27 Adelene Monica Bailey

MG 2 2.28 Lois and Gordon Daly

MG 2 2.29 Marionne Scott

MG 2 2.30 Christine Coltart

MG 2 2.31 Bertha Leith (nee Clark)

MG 2 2.32 Margaret Hawley Speers

MG 2 2.33 Ruth and Archie MacLachlan

MG 2 2.34 Fran Sallows

MG 2 2.35 Clare Coburn

MG 2 2.36 Gordon Lindsay

Notes: Description by Christy Henry.  
Subject Access: former students  
alumni  
Storage Location: MG 2 Brandon College Students



## MG 4 Brandon University students

<http://archives.brandonu.ca/en/permalink/descriptions5138>

Part Of: RG 6 Brandon University fonds  
Description Level: Series  
Series Number: MG 4  
GMD: multiple media  
Physical Description: See sub-series levels for extent  
History /  
Biographical:

The Brandon University Students series is an artificially created collection. It contains the private papers of former Brandon University students.

### Scope and Content:

The series has been divided into the following sub-series:

MG 4 4.1 Ken Coleman

MG 4 4.2 Daphne Marshall

Storage Location: MG 4 Brandon University Students



## BU 2: Brandon University Board of Governors

<http://archives.brandonu.ca/en/permalink/descriptions72>

Part Of: RG 6 Brandon University fonds  
Description Level: Series  
Series Number: 2  
GMD: multiple media  
Date Range: 1939-1991; predominant 1967-1987  
Physical Description: 3.65 m  
History /  
Biographical:

The Board of Governors of Brandon University is a body established by the Brandon University Act (1998), a statute of the Province of Manitoba. The Act vests in the Board the authority for governing Brandon University. The members of the Board of Governors, as trustees, hold the University in trust for the people of the Province of Manitoba. Responsibilities for maintaining this trust include: selection of a president, monitoring his/her performance, providing guidance to the University via its policies, and often delegating authority to the administration.

The Board of Governors is a collective representing the entire community (both internal and external of the University). As a collective, the Board of Governors is responsible for ensuring the financial stability of the institution and for seeing that the overall plans of the institution are consistent with the institution's philosophy, goals, and financial resources.

### Scope and Content:

Fonds consists of records generated and collected by the Brandon University Board of Governors in the course of performing its functions. The fonds is divided into six sub-series, including: (1) Documents; (2) Board Executive; (3) General Board agendas, minutes and packages; (4) Correspondence and subject files; (5) Board of Governors' committees; and (6) Board projects.

Notes: The information in the History/Bio field was taken from the Brandon University webpage (<http://www.brandonu.ca/Administration/Governors/>) on December 2, 2005.

Access Restriction: All files in the series are restricted. Researchers are required to contact the Executive Secretary to the Board of Governors to obtain written permission to access the records. Contact:  
204-727-9714  
[board@brandonu.ca](mailto:board@brandonu.ca)

Storage Location: RG 6 Brandon University fonds



## BU 8: Brandon University library services

<http://archives.brandonu.ca/en/permalink/descriptions169>

Part Of: RG 6 Brandon University fonds  
Description Level: Series  
Series Number: 8  
GMD: multiple media  
Physical Description: 5.14 m textual records; approximately 20 photographs (Millwood display)  
Scope and Content:  
Series has been divided into three sub-series, including: (1) Director of Library Services; (2) S.J. McKee Archives; (3) Film Services.  
Notes: Series needs to be processed.  
Storage Location: RG 6 Brandon University fonds



## BC 1: Brandon College Board of Directors

<http://archives.brandonu.ca/en/permalink/descriptions4237>

Part Of: RG 1 Brandon College fonds  
Description Level: Series  
Series Number: 1  
GMD: textual records  
Date Range: 1899-1967  
Physical Description: 78.5 cm  
History /  
Biographical:

The "Act to Incorporate Brandon College" was assented to on June 1, 1900 and specified that the Board of Directors would consist of 21 members. The Board was to control all financial matters of the College, though all decisions had to meet the approval of the Baptist Convention.

The first officers of the Board were a Chairman, a Treasurer and a Secretary. The minutes also refer to a "President," separate from the Principal, but does not define the President's duties. The Principal was a member ex-officio of the Board. The first duty of the Board was to create an executive consisting of all Brandon members of the Board. The main function of the executive was the operation of the College and transaction of all business arising between Board meetings.

In pursuit of a separate university charter, the Board reorganized its affairs in 1910, appointing an investment committee, a Bursar and a Registrar. The Principal was renamed "President," and was appointed Chairman of the Executive. The university charter was denied, leading the Board to seek affiliation with McMaster University. The Board of Directors during this time was forced to take a more active role in directing college affairs. In November 1910, the Board moved: ...that the officers of the Board be authorized to make such application for such amendments to the Charter as seem necessary and advisable.

This decision led the Board to draw up the Act to Amend An Act to Incorporate Brandon College which, by 1915, granted the Board authority over all College affairs, following the stated direction of the Baptist Convention.

On May 5, 1916 a nominating committee was struck to name the persons and mandate of all new committees.

During the existence of the Board prior to 1967 the following committees were created:

#### EXECUTIVE COMMITTEE

In 1918, the Board defined the functions of the Executive Committee as:

The Board of Brandon College shall at its organization meeting each year appoint from among its members an Executive of not less than seven in number. The Executive shall be responsible to the Board and shall exercise all the powers usually incidental to an Executive other than those delegated to the Finance Committee and Endowment Fund Committee, which two Committees shall also be responsible to the Board direct.

#### FINANCE COMMITTEE, 1918-1926

The Finance Committee was to consist of no fewer than seven members which:

...shall be responsible to the Board and shall under the Board have the general oversight and control of the financial policy of the College insofar as the raising of funds is concerned. The Finance Committee shall not have the power to make any expenditures except such as it may deem necessary to incur in connection with its efforts in raising funds. The Finance Committee shall report to the Board of the College at each meeting of the Board and for the purpose of keeping the Executive in close touch with its activities and of enabling the two committees to work in closest cooperation shall transmit to the Executive a copy of the minutes of each of its meetings to be read at the regular meetings of the Executive and shall give account of the progress made by the Finance Committee and generally of its plans for the future. Members of the Finance Committee shall not all necessarily be members of the Board.

#### ENDOWMENT FUND COMMITTEE, 1918-1926

The Endowment Fund Committee was created by the following resolution:

The Board of Brandon College shall at its Organization Meeting each year appoint an Endowment Fund Committee which shall under the Board manage the Endowment Fund and direct the re-investment of its principal. The Endowment Fund Committee shall consist of not less than three members who shall not all necessarily be members of the Board.

The creation of the latter two committees was significant because it was the first time that Brandon citizens, not necessarily Baptists, were brought into the administration.

#### HOUSE AND GROUNDS COMMITTEE, 1923-1926

#### NEW INSTRUCTORS COMMITTEE, 1923-1936

#### ADVERTISING COMMITTEE, 1923-1936

#### BUSINESS ADMINISTRATION AND ENDOWMENT COMMITTEE, 1926-1936

#### TEACHERS COMMITTEE, 1929-1936

#### GENERAL PUBLICITY COMMITTEE, 1930-1936

By 1936, however, all Committees were abandoned as Brandon College struggled for its financial survival. After the Baptist Convention withdrew all of its support in 1938, a Provisional Board was established through the Brandon Board of Trade to negotiate with the government



Board was established through the Brandon Board of Trade to negotiate with the government for the transfer of Brandon College to the Government of Manitoba. The provisional board succeeded in gathering the needed support for government intervention, and resurrected the College under "An Act to Incorporate Brandon College Incorporated."

The new Board of Directors was appointed October 11, 1939 during a general shareholders meeting. The officers of the Board were a Chairman, a Secretary and a Treasurer. There were also six new standing committees appointed, with mandates listed under clause 16 of by-law 1:

#### FINANCE COMMITTEE, 1939-1967

... whose duty it shall be to oversee the finances of the Corporation and make recommendations to the Board as to investments of Monies received for endowment or scholarship purposes, and to prepare and submit the annual budget.

#### PROPERTY COMMITTEE, 1939-1967

... who shall have general supervision of the real and personal property of the Corporation.

#### ENROLLMENT COMMITTEE, 1939-1967

... whose duty shall be to obtain a student body for the College, to co-operate with the President and Faculty for such purpose and report to the Board as may be required from time to time.

#### FACULTY COMMITTEE, 1939-1967

... whose duty shall be to make preliminary arrangements for the engagement of teachers and who shall make recommendations to the Board for consideration in the engagement of such teachers.

#### MEMBERSHIP COMMITTEE, 1939-1967

... whose duty shall be to maintain the membership of the Corporation and see that proper records of the same are maintained.

#### ENDOWMENT COMMITTEE, 1939-1967

... whose duty shall be to obtain endowments for the future operation of the College and to obtain gifts for scholarship purposes.

In 1942 the Public Relations and Progress Committee was established and a Public Relations Officer was hired. A Consultant Committee was appointed in 1948 with the sole purpose of overseeing the transfer of McKenzie Seeds to the provincial government for financial support through the McKenzie Foundation.

#### Scope and Content:

Series consists mainly of minutes of meetings and correspondence between various Board members and the College. It is a very detailed and descriptive compilation of the decision-making processes at a higher education institution. There are copies of minutes from the Executive Committee amongst the general Board Minutes. Series also contains a copy of an appraisal of Brandon College Inc. by the General Appraisal Company Ltd. (Vancouver) completed in 1957.

Storage Location: RG 1 Brandon College fonds  
Series 1: Board of Directors

Arrangement:

Series has been divided into one sub-series: (1) Minutes of General Board Meetings.



## BC 7: Brandon College Alumni Association

<http://archives.brandonu.ca/en/permalink/descriptions4249>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 7

GMD: textual records

Date Range: 1912-1967

Physical Description: 13 cm

History /

Biographical:

The Brandon College Alumni Association was created in the spring of 1912. The Arts Class of 1912, the Theological graduates and also the Ad Eundem graduates met together with old graduates who were in the city. It was decided to form an Alumni Association of Brandon College open to all Arts and Theological graduates, past, present and future, as well as those admitted Ad Eundem. An executive was elected, Reverend J.C. Bowen of Winnipeg being appointed President, and J. Dempsey, Class of 1912, Secretary. The matter of drawing up a constitution was left to the executive.

A meeting was held by the executive on November 21, 1912 in order to discuss membership into the Association. A resolution was eventually passed that approved the basis set down the previous spring: All Arts, Theological and Ad Eundem graduates were to be admitted into the Association.

The Alumni Association was created by students in order for graduates and former students of Brandon College to maintain contact with the College and each other and to promote the College's interests.

The Alumni Association's activities included: publication of the quarterly Alumni News, mailed to all members and associate members; administration of the Alumni-contributed \$17 000 J.R.C. Evans (Memorial) Student Loan Fund, providing interest free loans to worthy students; representation on Brandon College Board of Directors; contributions to College expansion; organization of Association branches in major cities and of social events for Alumni members.

Scope and Content:

The records of the Alumni include newsletters, "Alumni News," and various other documents dealing with the association.

Storage Location: RG 1 Brandon College fonds

Series 7: Brandon College Alumni Association



## BC 8: Brandon College Students Association

<http://archives.brandonu.ca/en/permalink/descriptions4250>

Part Of: RG 1 Brandon College fonds

Description Level: Series  
Series Number: 8  
GMD: textual records  
Date Range: 1905-1967  
Physical Description: approx. 65.5 cm  
History /  
Biographical:

The first organization involving the students of Brandon College was created in 1899 or 1900. It was entitled the Literary Society. This society was run by students and faculty to cultivate literary and musical gifts and to provide training in public speaking and in the transaction of business. In 1901, a College branch of the Y.W.C.A. was formed as well as a Students' Missionary organization. A College branch of the Y.M.C.A. followed in 1902. The Brandon College Athletic Association was created in 1904 to direct the affairs of the various athletic games.

The first idea of a Student Council-type organization began in 1906 with the creation of the Students' Committee. This committee was created in order to develop a worthy College spirit and to promote a worthy College life.

"A committee of five students shall be appointed annually early in the college session whose office it shall be to confer with the Resident Master on matters pertaining to residential life, and with the Faculty on matters pertaining to the general life of the College. This committee shall consist of five members, three resident and two non-resident. In matters relating to the residence the three resident students alone shall act. This committee shall represent the Student Body in any matters in which that body may wish to confer with the Faculty, or may of its own motion confer with the faculty on any subject thought to be of interest in promoting proper College life."

In 1909 the Debating Society was created for training in public speaking. A Publications Committee was created in 1910 to publish the new student magazine, The Quill. The Students' Committee became known as the Student Council in 1915. Also in 1915, a Committee on College Activities was formed. This consisted of the President, two faculty members and two students. It was appointed by arrangement of the College Council each year to regulate the various activities of College life. It became known as the Functions Committee in 1921.

The 1920-1921 College Calendar is the first calendar that mentions the Brandon College Students Association. It states under the heading of Student Organizations that:

"The Literary and Debating Societies, the Athletic Association, the Y.M.C.A. and the Y.W.C.A. are integral parts of the Brandon College Students' Association, and are managed by committees appointed by the Association."

1921 saw the formation of the Students' Christian Movement which replaced the Y.M.C.A. and the Y.W.C.A. Under the Students' Christian Movement group, students held weekly devotional and educational services, and conducted Bible and mission study classes.

The 1936-1937 College Calendar shows that a change took place that year in the student council. Instead of just five students of the College being elected to the Council, there are now two separate councils. The calendar states that:

"The students of the men's and of the womens' residences appoint annually a representative committee of five, whose function it is to consider the interests of College life from the point of view of the residence body, conferring with the Faculty when necessary."

Although these groups of five were known as the student council, there was a Student

Executive of the Brandon College Students Association that was a separate entity. It consisted of the Senior Stick, the Lady Stick (since 1923), the heads of various boards, and the class presidents. This governing student body continued until 1966 when it underwent an extensive reorganization. During that year, the positions of Senior and Lady Sticks were abolished so that the elected student president could be a man or a woman. This president would be assisted by elected 'sticks' from each faculty of Arts, Science, Education and Music. This form of government continued until 1967, when Brandon College became Brandon University.

Scope and Content:

The Student Association files cover a wide variety of topics and consist mainly of minutes from various student groups and clubs on the Brandon College campus. The records are a first hand look at how student governments were run during the Brandon College era.

Series has been divided into twenty four sub-series, including: (1) Lady Stick's Notes; (2) Memorial Gymnasium Book; (3) Minutes (Literary Board); (4) Expansion Fund Committee; (5) Athletic Board Finance; (6) Finance Board; (7) Main Executive Committee; (8) Functions Committee; (9) Athletic Association/Athletic Board; (10) Contemporary Club; (11) Social Science Club; (12) BCSA Records; (13) Co-Ed Association; (14) English Club; (15) Sports Awards; (16) Record of Social Events; (17) Brandon College Ministerial Association; (18) Ledgers; (19) Freshie Week Committee; (20) Arts Banquet Committee; (21) French Club; (22) Intersivity Night Report; (23) Publications Committee; and (24) Student Missionary Band.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association

Related Material: RG 6 (Brandon University fonds), series 14 (BUSU - Brandon University Students Union).



## BC 10: Brandon College Ministerial Committee

<http://archives.brandonu.ca/en/permalink/descriptions4277>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 10

GMD: textual records

Date Range: 1908-1937

Physical Description: 2 cm

History /

Biographical:

The Ministerial Committee was created with the purpose of discovering prospective students for the Baptist ministry. To become recognized as a student in Theology, a student had to be examined by the Ministerial Committee. The committee looked at the student's intellectual, moral and spiritual fitness for the work of the ministry. He was then graded on his chances at entering the ministry. The committee could tell him that he was not suitable for ministerial work, or they could put him on the "encouraged" list. After repeated meetings with the Committee, a student could be voted as "accepted" as a prospective Baptist ministerial student.

Scope and Content:

These records consist of a book from the Ministerial Committee. It contains the records of prospective theological students, including comments on their spirituality, morality and intellect. It records which students were rejected, encouraged and accepted into the program. Some notable students interviewed in this collection are: J.R.C. Evans, John Hart, Charles Stone, H. Friend, J. Church, and Tommy Douglas.

Name Access: J.R.C. Evans

John Hart

Charles Stone

H. Friend

J. Church

Tommy Douglas

Storage Location: RG 1 Brandon College fonds

Series 10: Brandon College Ministerial Committee



## BC 14: Brandon College expansion fund

<http://archives.brandonu.ca/en/permalink/descriptions4290>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 14

GMD: textual records

Date Range: 1959-1969

Physical Description: 63 cm

History /

Biographical:

The Brandon College Expansion Fund was created by the Board of Directors in the late 1950s in order to raise money for Brandon College. This money would help with the much needed expansion of Brandon College. The school's physical facilities had become inadequate for the number of students enrolled and the variety of courses offered. The Expansion Fund, with the initial goal of raising one million dollars, would enable Brandon College to provide students with adequate space to learn. The Fund was very successful, as the 1960s were defined by the sound of construction at Brandon College. In 1960, a new Arts and Library Building and Lecture Theatre were built. A Men's Residence and Dining Hall arrived soon after. A Gymnasium was built, as well as a Women's Residence and Music Building. By the time that Brandon College received its university charter an Education Building was just being completed.

Scope and Content:

The Expansion Fund records contain information regarding the Fund raising campaign during the late 1950s and early 1960s. There are Daily Reports, Situation Reports, and Purchase Orders. As well, there are mailing lists, canvasser lists and division lists. The records contain several Canvasser's Kits, as well as a booklet entitled "Brandon College Looks Ahead". There are various reports from 1958 and 1959. The files include Corporate Donor cards, Alumni Addresses, Reference cards, Eastern Canada business contacts, lists of former students, and obituaries of alumni. There are official receipts, newsletters and some correspondence. There is also correspondence dealing with the fundraising campaign for a Centennial Auditorium.

Storage Location: RG 1 Brandon College fonds  
Series 14: Brandon College Expansion Fund

Related Material: RG 6 (Brandon University fonds), series 11 (Brandon University Foundation).



## MG 1 Brandon College teaching and administration

<http://archives.brandonu.ca/en/permalink/descriptions4295>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: MG 1

GMD: multiple media

History /

Biographical:

This is an artificially created series.

Custodial History:

See individual sub-series for custodial history.

Scope and Content:

Series contains private papers from various professors and administrators at Brandon College.

It has been divided into the following sub-series:

MG 1 1.1 Rev. Dr. Samuel James McKee

MG 1 1.2 Rev. Dr. Franklin W. Sweet

MG 1 1.3 Mrs. Olive Wilkins

MG 1 1.4 Thomas Russell Wilkins

MG 1 1.5 Esther Magdalene Moore

MG 1 1.6 Thomas Hector McLeod

MG 1 1.7 Albert Edward McKenzie

MG 1 1.8 Evan McDonald Whidden

MG 1 1.9 Sarah Persis Darrach

MG 1 1.10 J.R.C. Evans

MG 1 1.11 Martin Johns

MG 1 1.12 Wilfred McCutcheon

Name Access: S.J. McKee  
Franklin Sweet  
Olive Wilkins  
Thomas Wilkins  
Esther Moore  
Tommy McLeod  
A.E. McKenzie  
Evan Whidden  
Martin Johns

Storage Location: RG 1 Brandon College fonds  
MG 1 Brandon College Teaching and Administration