

# S. J. McKee Archives



## MPE B 9 Correspondence

<http://archives.brandonu.ca/en/permalink/descriptions9310>

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series

Series Number: MPE B.9

GMD: textual records

Date Range: 1924-1998

Physical Description: 66 cm

History /

Biographical:

See fonds level description of RG 4 for history/bio of MPE

Scope and Content:

This artificially created sub-series MPE B.9 consists of memos, letters to secretaries of locals, questionnaires, general correspondence, and responses. See Box level entries for B.9 for detailed contents of records.

Notes: Description by Jillian Sutherland (2009)

Name Access: Manitoba Pool Elevators

Central Office

Subject Access: Correspondence

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records



## Filing 1986

<http://archives.brandonu.ca/en/permalink/descriptions6021>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 1075  
GMD: textual records  
Date Range: 1986  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 45



## Archives - general files

<http://archives.brandonu.ca/en/permalink/descriptions4058>

Part Of: RG 6 Brandon University fonds  
Description Level: Sub sub series  
Series Number: 8.2.1  
GMD: textual records  
Date Range: 1965-1997  
Physical Description: 6 cm  
Scope and Content:  
Sub sub series consists of donor files, accession records, sample finding aids and summary reports.  
Storage Location: RG 6 Brandon University fonds  
Series 8: Library Services  
8.2 S.J. McKee Archives



## Alumni - general files

<http://archives.brandonu.ca/en/permalink/descriptions4232>

Part Of: RG 6 Brandon University fonds  
Description Level: Sub sub series  
Series Number: 10.3.1  
GMD: textual records  
Physical Description: 3.12 m (not including financial ledger)  
Scope and Content:  
Sub sub series consists of director's records, financial records, Brandon University Alumni Association minutes and guest books.  
Storage Location: RG 6 Brandon University fonds  
Series 10: Office of Development  
10.3 Alumni Relations



## Extension - general files

<http://archives.brandonu.ca/en/permalink/descriptions4345>

Part Of: RG 6 Brandon University fonds  
Description Level: Sub-series  
Series Number: 9.1  
GMD: textual records  
Physical Description: 42 cm  
Scope and Content:  
Sub-series consists of correspondence, memos and other materials. Sub-series also has one sub sub series: (1) R.B. Inch  
Notes: A partial inventory for this sub-series exists as a Word document.  
Storage Location: RG 6 Brandon University fonds  
Series 9: Department of Extension



## Reference library

<http://archives.brandonu.ca/en/permalink/descriptions4322>

Part Of: RG 3 A.E. McKenzie Company fonds  
Description Level: Sub-series  
Series Number: McS 2 2.6  
GMD: textual records  
Date Range: 1905-1978  
Physical Description: 20 titles; 39.7 cm of records

History /

Biographical:

See series level description of the administrative history of the Office of the President/General Manager

Custodial History:

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

Scope and Content:

This sub-series includes publications covering a variety of topics related to the seed industry and/or McKenzie Seeds. Publications include:

1. Building Bigger Business/by Charles Austen Bates. Winnipeg, 1925, 4 pp.
2. Business Correspondence/ by C.A. Burt. Chicago, 1905, 221 pp.
3. The Production of Timothy Seed in Alberta/ by H. A. Craig. Edmonton, [no date], 8 pp.
4. Sweet Peas for All Purposes/by A. J. Macself. London, [no date], vi, 84 pp.
5. Growing Quality Beans in Manitoba/by the Manitoba Department of Agriculture, 1976, 12 pp.
6. 1979 Field Crop Recommendations for Manitoba/by the Manitoba Department of Agriculture. Winnipeg, 1979, 69 pp.
7. The Canada Year Book 1915/by the Minister of Trade and Commerce. Ottawa, 1916, xvi, 707 pp.
8. 1974 Vegetable Production Recommendations/by New York State College of Agriculture and Life Sciences, 36 pp.
9. Lawn Care: A Bulletin Service for Turf Enthusiasts/by O. M. Scott & Sons Co. Marysville, Ohio, August 1928 - 1943(?), plus index
10. 1965 Guide to Chemical Weed Control/by the Ontario Department of Agriculture. Toronto, 1965, 67 pp.
11. 1968 Ontario Vegetable Production Recommendations/ by the Ontario Department of Agriculture and Food. Toronto, 1968, 47 pp.
12. 1978 Vegetable Production Recommendations/by the Ontario Ministry of Agriculture and Food. 72 pp.
13. The Canadian Newspaper Directory, seventh edition. Montreal, 1911, xx, 138 pp.
14. The Shareholders' and Directors' Manual/by J. D. Warde. Seventh edition. Toronto, 1907, 617 pp.

THE BUSINESS MAN'S LIBRARY:

15. The Business Man's Library, volume II - Business Correspondence/ by Glenn S. Noble, et al. Chicago, 1907, 221 pp.
16. The Business Man's Library, volume III - Cost of Production/ by Alexander H. Revell, et al. Chicago, 1907, viii, 196 pp.

17. The Business Man's Library, volume IV - Book on Business/by H. T. Kett, et al. Chicago,

17. The Business Man's Library, volume V - Book on Buying/ by H. L. Kerr, et al. Chicago, 1907, 216 pp.

18. The Business Man's Library, volume VI - Organizing a Factory/ by Clinton E. Woods. Chicago, 1907, 190 pp.

19. The Business Man's Library, volume VII - Book on Advertising/ by Truman A. DeWeese. Chicago, 1907, v, 165 pp.

20. The Business Man's Library, volume X - Accounting and Office Methods/ by W. Vernon Booth, et al. Chicago, 1907, v, 136pp, plus 45 p. index.

Storage Location: RG 3 A.E. McKenzie Company fonds  
McS 2 Office of the President/General Manager



## Director of development - general files

<http://archives.brandonu.ca/en/permalink/descriptions177>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 10.1

GMD: textual records

Physical Description: 5 m

History /

Biographical:

### DIRECTORS OF DEVELOPMENT/INSTITUTIONAL ADVANCEMENT:

D.R. MACKAY (1973-1984)

See RG 6 4.2 Office of the Vice-President (Administration & Finance) for biographical information on D.R. MacKay.

GORDON MCDIARMID (1986 - 1991)

Gordon McDiarmid attended the University of Winnipeg and George Williams College (Chicago). His B.A. included a double major in Social Science and Group Work. His Masters degree was in Counseling Psychology with added course work and applied research in Organization Dynamics. McDiarmid's psychiatric research and internships were undertaken at Michael Rease and Mount Sinai Hospitals in Chicago.

Prior to taking the position of Director of Private Funding at Brandon University, McDiarmid was President and CEO of U-Rent It Ltd. and Wallace & Wallace Fences Ltd. in Winnipeg (1973-1985) and Campaign Director for the United Way of Calgary (1985-1986).

During his time at Brandon University McDiarmid: established a new University Foundation; organized annual and special gifts campaigns, endowments and the planned gift program; upgraded publications, initiated print standards policy, introduced desktop publishing and managed the media relations program for Communications; and as acting Director of Alumni and External Relations for two and a half years he revitalized the Board, expanded membership, initiated the affinity card program, the alumni directory, the IDC phone/mail program and expanded the national reunion program.

McDiarmid left Brandon University in 1991, to assume the post of Vice-President,

Development, at the Banff Centre. He held this position until 1994, when he became the owner of Assiniboine Consulting Group Ltd. (Calgary) and the Vice President Western Canada of Navion Financial Management Ltd. (Vancouver). From 1998-2000, McDiarmid was the Director of Development - Special Projects for Lions Club of Winnipeg Housing Centres. From 2000-2003, he was the Interim Executive Director and an independant consultant for the Art Gallery of Southwestern Manitoba. McDiarmid also owned a private consulting practice from 1995-2006.

As of June 2010, Gordon McDiarmid lives in Winnipeg, MB.

L. JOHNSON (July 15, 1991 - 1994)

Lorraine Johnson was appointed Executive Director, Development and External Relations, effective July 15, 1991. From 1985-1989, she served as Director of University Relations for Mount Saint Vincent University in Halifax. Prior to her appointment at Brandon University she was a partner with a management and fund raising consulting firm in Nelson, BC.

S. DECTER HIRST (1994 - 1997/1998)

No biographical information yet.

BRUCE SHAVERS (1998 - 1999)

No biographical information yet.

B. PROVEN (August 1998 - March 2003)

Beth M. Proven attended high school in Carberry, MB in the late 1980s. In 1991, she graduated from the University of Manitoba with a B.A. She continued her education through an international agricultural exchange program in Kianga, Queensland (1992), an Arts Administration Certificate from Grant MacEwan Community College (1995), Certified Fundraising Executive Accreditation (CFRE) (2004) and a four-year Certificate in Management and Administration (CIM) from the University of Manitoba (2006).

Proven began her marketing and fundraising career in the arts, working for Wanuskewin Heritage Park, the Saskatoon International Fringe festival, the Edmonton Symphony Orchestra and Shakespeare by the Sea. She moved into university fundraising in 1997 as Development Officer for Dalhousie University's Capital Ideas Campaign.

In August 1998, Proven came to Brandon University where she served as the Director of Development and Alumni Relations. In addition, she also managed the activities of the Brandon University Foundation and participated in the Presidents Advisory Committee. She left Brandon University in March 2003. Since that time she has been employed as the Director of Development for St. Paul's College at the University of Manitoba (2003-2004) and as Manager Planned Giving at the University of Manitoba (2004 - present).

Currently (February 2007), Beth Proven lives in Winnipeg, MB.

K. WHELPTON - acting (2003-2004)

Kate Whelpton was born on January 9, 1973 in Windsor, ON. She received her Honours B.A. in Geography and Political Studies from the University of Guelph in 1996, her B.Ed. from the University of Toronto in 1997 and her M.Ed. from Brandon University in 2005.

After teaching in Ontario, New Brunswick and Nova Scotia for a few years, Whelpton returned to working in post-secondary education as the Sexual Harassment Advisor for Mount Allison and Brandon Universities. Since 2000, Whelpton has assumed the position as the Director of

the Office of the President, overseeing the administration of the President's Office, including planning and implementing all aspects of the meetings of the Board of Governors, budgets, staff meetings, events, strategic initiatives, and general administrative oversight of the organization. In 2003-2004, she was appointed Acting Executive Director of Institutional Advancement.

MARC DESROSIERS (2003 - July 2007)

No biographical information yet.

CINDY YACYSHEN - acting (July 2007 - October 2009)

Cynthia Hope Yacyshen was born on May 13, 1968 in Brandon, MB. She obtained her Bachelor of Arts (Advanced - Major: Applied Economics, Minor: Business Administration) from the University of Manitoba in 1992. In 2004, she received her "National Certificate in Fundraising Management" from Ryerson University.

Prior to coming to Brandon University in 1997, Yacyshen was Marketing Coordinator for Manitoba Theatre Centre in Winnipeg, MB. At Brandon University she was Campaign Officer for the Brandon College Legacy Campaign and then Senior Development Officer. In July 2007, Yacyshen was named Acting Director of Institutional Advancement. Yacyshen left her position at Brandon University in October 2009.

Notes: A partial file level inventory for this sub-series exists as a Word document. History/Bio information for Beth Proven was taken from the resume and biography she gave to the Archives (February 2007). Kate Whelpton appears in the Brandon University records as Kate Ramsey, Kate Whelpton and Kate Gross. Kate Whelpton provided her own biographical information (August 2007). Cindy Yacyshen provided her own biographical information (September 2007). Gordon McDiarmid provided his own biographical information (May 2010). History/Bio information for Lorraine Johnson taken from the Fall 1991 issue of Alumni News.

Storage Location: RG 6 Brandon University fonds  
Series 10: Office of Development



## Purchasing and printing offices

<http://archives.brandonu.ca/en/permalink/descriptions3801>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 218

GMD: textual records

Date Range: 1968-1969

Physical Description: 1 file

Scope and Content:

File consists of budget general instructions, school board purchasing guidelines, memos, correspondence and applications for employment.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 6



## MPE B 21 Reference

<http://archives.brandonu.ca/en/permalink/descriptions10472>

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series

Series Number: MPE B.21

GMD: textual records

Date Range: 1948-1995

Physical Description: 13 cm

History /

Biographical:

See fonds level description of RG 4 for history/bio of MPE

Scope and Content:

This sub-series consists of MPE reference materials:

1 Membership and Affiliated Reference

2 MPE Organization Charts 1995

3 Pool Policy for Agriculture 1989

4 Grain Marketing Manual 1993

5 International Labour Office 1948-1949

6-8 Vertical Integration 1958-1960

Notes: Description by Jillian Sutherland (2010)

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records





## Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5417>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 480  
GMD: textual records  
Date Range: Oct. 1990-June 1992  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 20



## Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5575>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 638  
GMD: textual records  
Date Range: Oct. 1984- April 1985  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 24



## Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5649>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 713  
GMD: textual records  
Date Range: June 1984  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 27



## International Business Machines

<http://archives.brandonu.ca/en/permalink/descriptions3635>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 4.2  
File Number: 57  
GMD: textual records  
Date Range: 1966-1967  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence, rental examples, an agreement for IBM Machine Service and executive course outlines (universities).  
Storage Location: RG 6 Brandon University fonds  
Series 4: Office of the Vice-President  
4.2 Office of the Vice-President (Administration & Finance)  
Box 2



## Burroughs business machines

<http://archives.brandonu.ca/en/permalink/descriptions3740>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 160

GMD: textual records

Date Range: 1965-1967

Physical Description: 1 file

Scope and Content:

File consists of correspondence and samples.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 5



## College and university business

<http://archives.brandonu.ca/en/permalink/descriptions3750>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 170

GMD: textual records

Date Range: 1969

Physical Description: 1 file

Scope and Content:

File consists of information relating to administrative officers, enrollments and construction plans and correspondence.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 5



## Burrough Business Machines

<http://archives.brandonu.ca/en/permalink/descriptions3865>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 4.2  
File Number: 280  
GMD: textual records  
Date Range: 1970-1971  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence.  
Storage Location: RG 6 Brandon University fonds  
Series 4: Office of the Vice-President  
4.2 Office of the Vice-President (Administration & Finance)  
Box 7



## College and university business

<http://archives.brandonu.ca/en/permalink/descriptions3880>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 4.2  
File Number: 293  
GMD: textual records  
Date Range: 1970-1971  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence and a completed Canadian University and College Survey of Construction 1970-1972.  
Storage Location: RG 6 Brandon University fonds  
Series 4: Office of the Vice-President  
4.2 Office of the Vice-President (Administration & Finance)  
Box 7



## International Business Machines

<http://archives.brandonu.ca/en/permalink/descriptions3927>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 4.2  
File Number: 338  
GMD: textual records  
Date Range: 1970-1971  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence and a memo.  
Storage Location: RG 6 Brandon University fonds  
Series 4: Office of the Vice-President  
4.2 Office of the Vice-President (Administration & Finance)  
Box 8



## BU business students

<http://archives.brandonu.ca/en/permalink/descriptions4184>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 14.4  
File Number: 52  
GMD: textual records  
Date Range: 1994  
Physical Description: 1 file  
Scope and Content:  
File consists of an application for a BUSU grant.  
Storage Location: RG 6 Brandon University fonds  
Series 14: Brandon University Students Union  
14.4 BUSU clubs  
Box 1



## Business administration club

<http://archives.brandonu.ca/en/permalink/descriptions4191>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 14.4

File Number: 59

GMD: textual records

Date Range: 1988-1994

Physical Description: 1 file

### Scope and Content:

File consists of the Business Administration Club constitution, applications for BUSU grants and information about the club.

Storage Location: RG 6 Brandon University fonds  
Series 14: Brandon University Students Union  
14.4 BUSU clubs  
Box 1