

S. J. McKee Archives



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



President's files

<http://archives.brandonu.ca/en/permalink/descriptions78>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 3.1

GMD: textual records

Date Range: 1967 - c.2000

Physical Description: approximately 35 m

History /

Biographical:

BRANDON UNIVERSITY PRESIDENTS:

DR. JOHN E. ROBBINS (Brandon College 1960-1967; Brandon University 1967 - August 31, 1969)

John E. Robbins was raised in Darlingford, Manitoba. He received both his B.A. and M.A. from the University of Manitoba. He spent a number of years working in the Education Division of the Bureau of Statistics, attaining the position of Director there, as well as being the Director of the Information Division. During the years that he worked there he took several leaves of absence in order to hold a Carnegie Corporation Traveling Fellowship in the Scandinavian countries in 1933 and to obtain his Ph.D. at the University of Ottawa in 1935.

Robbins helped to found the Canadian Association for Adult Education, the Social Science Research Council of Canada, the Humanities Research Council of Canada, the United Nations Association in Canada and the Canadian Citizenship Council. In 1942 he became a member of the Board of Directors of Carleton University. Dr. Robbins was active in UNESCO

member of the Board of Directors of Carleton University. Dr. Robbins was active in UNESCO work, was a member of Canadian Government delegations to foreign conferences and spent a year as director of an educational system for Palestinian refugees in the Arab countries surrounding Israel.

In 1960, while editor-in-chief of the newly compiled "Encyclopedia Canadiana," Robbins was asked to become the sixth and final President of Brandon College. From 1960 to 1967, he oversaw construction of the Arts and Library Building and Lecture Theatre, a Mens' Residence, a Dining Hall, a Heating Plant, a Ladies' Residence, a Music Building, a Physical Education Building and an Education Building. After the university charter was granted in 1967, Robbins was installed as the first President of Brandon University. After his retirement from Brandon University in 1969, he took the position of Canadian Ambassador to the Vatican. He died in 1995, at the age of 91.

DR. A.L. DULMAGE (July 1, 1970 - June 30, 1977)

Andrew Lloyd Dulmage was born in Hamilton, Ontario on August 13, 1917. He obtained his Bachelor's degree in 1939 and his Masters in 1940, both from the University of Toronto. After working as a teaching fellow at the University of Toronto for one year, Dulmage took a position at the University of Manitoba teaching in the department of mathematics. In 1950, he left the University of Manitoba for a position at the Royal Military College of Canada. Dulmage received his Ph.D. from the University of Toronto in 1952.

Dulmage returned to the University of Manitoba from 1956-1964, before being appointed head of the department of mathematics at the University of Alberta. In 1966, he returned to the University of Manitoba as Professor of mathematics and Associate Dean of the faculties of arts and science; he was named Dean of Arts and Acting Dean of the faculties of arts and science in 1969. Dulmage left the University of Manitoba in 1970 to accept the position of President of Brandon University.

Under his leadership, from 1970-1977, the Native Studies Department was established and several four-year programs were introduced at Brandon University. Dulmage also helped to expand educational opportunities for the public in general and senior citizens in particular. After leaving BU, Dulmage headed the mathematics department. Andrew Lloyd Dulmage was married with two children. He died suddenly at his home in Gold River, Nova Scotia on May 16, 1989.

DR. HAROLD J. PERKINS (July 1, 1977 - December 1983)

Harold Jackson Perkins was born in London, Ontario c. 1930. He received degrees from the University of British Columbia and Iowa. From 1958-1963, Perkins was a researcher with the Canadian department of agriculture in Lethbridge, AB before moving to Plattsburgh, NY where he held the post of Dean of Graduate Studies and Research for the University of New York, Plattsburgh campus.

Perkins began his tenure as President of Brandon University in July 1977. He resigned on November 28, 1983. Following his departure from the President's Office, Perkins returned to a faculty position at Brandon University and did some teaching related to computer systems until his retirement.

Harold Perkins is married to Mary Louise. They have four children together, three sons and a daughter. They continue to live in Brandon, MB.

DR. E.J. TYLER (February 1984 - July 31, 1985)

Earl John (Curly) Tyler was born December 22, 1913 in Moose Jaw, SK. He received his B.A. from the University of Manitoba in 1946 and his M.Sc. in 1950 and Ph.D. in 1954 from the

University of Utah. He carried out post-doctoral studies at the University of Saskatchewan in 1957 and 1961, the University of Michigan in 1959, and Harvard University in 1960.

Tyler joined the staff at Brandon College in 1949, founding and developing the undergraduate program in psychology there; from 1949-1976, he was the Chairman of the Psychology Department. In 1979, while continuing his consulting and research work in the areas of recreation and leisure, Tyler retired to do continued research on the psychology of aging. He was appointed Professor Emeritus in the fall of 1980. From February 1984 to July 1985, Tyler was the Interim President of Brandon University and in October, 1985, he was the first BU past-president to be honored as President Emeritus by the BU Board of Governors.

In 1974, Tyler was the third recipient of the Clifford J. Robson Distinguished Psychologist in Manitoba Award for outstanding service to Psychology in Manitoba. Tyler, a social psychologist, was the first winner from outside Winnipeg. In 1983, he was awarded The Canadian Parks and Recreation Association Citation for Outstanding Achievement. Tyler was also an honorary lifetime member in the Canadian Psychological Association.

Earl J. (Curly) Tyler died on October 16, 1997.

DR. JOHN R. MALLEA (August 1, 1985 - July 31, 1990)

Born in 1937/8, John Mallea's academic and research background included the fields of sociology and education. Prior to becoming President and Vice-Chancellor of Brandon University, Mallea held teaching positions at Queen's University and at the Ontario Institute for Studies in Education, University of Toronto, where he also served as Assistant Director (Academic).

During his tenure at Brandon University, Mallea worked closely with the Planning and Priorities Committee, which resulted in academic and physical growth, including: approval for the Bachelor of Nursing and Masters of Education; the opening of the Rural Development Institute; the establishment of the Stanley Knowles Distinguished Visiting Professorship Endowment; cooperative educational projects with Malawi, Swaziland and Botswana; the completion of the Knowles-Douglas Complex, the Queen Elizabeth II Music Building, the near completion of a new steam plant and the initial plans for the Clark Hall and Original Building renovations; and the Building From Strength campaign.

John Mallea is married to Paula Mallea, a lawyer who had a thriving law practice in Kingston before coming to Brandon, where she sat for the Manitoba bar exams. The John and Paula Mallea Endowment Fund at Brandon University was established in their honour.

DR. C.D. ANDERSON (August 1, 1990 - July 31, 2000)

C. Dennis Anderson was born on September 29, 1942 in Libau, Manitoba. He received his B.Sc. from Brandon College (The University of Manitoba) in 1964, his Masters in Business Administration from McMaster University in 1969, and his Ph.D. in Business Administration from the University of Western Ontario in 1977.

From 1969-1971, Anderson was an Assistant Professor of Marketing and Management at the College of Commerce, University of Saskatchewan and from 1974-1990, he taught in the Faculty of Management at the University of Manitoba. In addition to his teaching responsibilities, Anderson was also the President of Decision Research Limited, a marketing research and business consulting firm.

Anderson came to Brandon University in 1990. From that date until his resignation in July 2004, he was a Professor in the Department of Business Administration. In addition, from 1990-2000, Anderson was the President and Vice-Chancellor of Brandon University. During his years in Brandon, he was also: Chair of various search committees for senior

administrative positions; a founding member of the Northern Manitoba Business Institute; a member of the Board of the Brandon University Alumni Association; a member of the Board of Brandon University Foundation; an ex-officio member of Faculty Councils; Chair of the Central Appointments Committee; Chair of the President's Advisory Group; Chair of the Joint Board-Senate Planning and Priorities Committee; Chair of the Senate and senate Executive; and a member of the Board of Governors and various Board subcommittees.

Some of Anderson's additional involvements included being a member of: the Rural Advisory Committee to the Minister of Rural Development (1994-1997); the Board of Directors of the Association of Universities and Colleges of Canada; the Economic Innovation and Technology Council (EITC) Government of Manitoba; the Governing Council of the University of Swaziland; the Board of Directors, Centra Gas Manitoba Inc.; the Board of Directors, Canadian Council for Aboriginal Business (Manitoba Region); and the Board of Directors, Brandon Chamber of Commerce.

At present (January 2006), Dennis Anderson lives in Libau, MB.

DR. LOUIS P. VISENTIN (August 1, 2000 - July 31, 2009)

No biographical information yet.

Dr. Deborah Poff (August 1, 2009 - July 31, 2014)

Deborah Poff has a B.A. (Hons) from Queen's University and a B.A. (Hons) in Psychology from the University of Guelph. She obtained her M.A. from Carleton University and her Ph.D. in Philosophy from the University of Guelph. She is married to Dr. Alex Michalos.

Poff joined the University of Northern British Columbia in 1993 as the founding Dean of the Faculty of Arts and Science and served for ten years as the Vice-President Academic and Provost. In 2004-2005, she served as the Sheldon Chumir Fellow in public policy doing research on ethical leadership and the future of university governance.

During her career Poff co-founded two international peer-reviewed academic journals, the *Journal of Business Ethics* and the *Journal of Academic Ethics*. She has served on numerous national and international boards and councils, holding positions including President of the National Council on Ethics in Human Research and Vice-President Development with the Canadian Federation for the Humanities and Social Sciences.

Following the completion of her term as President at Brandon University, Poff retired to the Ottawa area. She was appointed a Member of the Order of Canada in 2016.

DR. GERVAN ALBERT FEARON (August 1, 2014 - July 31, 2017)

Gervan Fearon completed his post-secondary education at the University of Guelph (B.A. and M.A. in Agricultural Economics) and received his Ph.D. in Economics from the University of Western Ontario. He also holds a Chartered Professional Accountant (CPA, CGA) designation.

Prior to joining Brandon University as Vice-President (Academic & Provost) in 2013, Fearon held several academic positions including Dean of the G. Raymond Chang School of Continuing Education at Ryerson University, as an Associate Dean (Faculty of Liberal Arts & Professional Studies) and Associate Professor at York University. He was also a Visiting Scholar at the University of Washington. In addition to his academic career, Fearon also spent several years in the Ontario Government as a senior analyst at Treasury Board Division, Ontario Ministry of Finance, and as an executive assistant to the Deputy Minister at the Ministry of Agriculture, Food and Rural Affairs. He is a recipient of the Queen Elizabeth II Diamond Jubilee Medal.

Fearon was appointed President and Vice-Chancellor of Brandon University in August 2014. He left his position at Brandon University in July 2017 to become President and Vice-Chancellor at Brock University.

DR. STEVEN ROBINSON (Interim President, August 1, 2017 - April 30, 2019)

Steven Robinson joined the Philosophy Department at Brandon University in 1996, after lecturing at both the University of Regina and the University of Guelph. Robinson completed brief stints as Associate Dean of Arts, Acting Dean of Arts and Acting Vice-President (Academic & Provost) before being appointed Vice-President (Academic & Provost) for a five year term commencing July 1, 2016.

Robinson was appointed Interim President and Vice-Chancellor by the Brandon University Board of Governors following the announcement of Gervan Fearon's departure.

DR. DAVID DOCHERTY (May 1, 2019 - present)

David Docherty completed degrees from McMaster University and Wilfrid Laurier, as well as a Ph.D. in Political Science from the University of Toronto.

Prior to becoming Brandon University's President and Vice-Chancellor in 2019, Docherty spent more than seventeen years at Wilfrid Laurier University, serving as a Professor of Political Science, as Dean of Arts and as a Senior Advisor on Multi-Campus Initiatives. He was also a founding member of the university's Laurier Institute for the Study of Public Opinion. For ten years before coming to Brandon, Docherty served as President at Mount Royal University.

Scope and Content:

The majority of the records in this sub-series are unprocessed.

Notes: A partial inventory of the sub-series exists as a Word document. Biographical information for John E. Robbins was taken from the "Brandon College finding aid" prepared by Karyn Riedel for the McKee Archives in 1998. Biographical information for Dennis Anderson was taken from his personnel file. Biographical information for E.J. Tyler was taken from his biographical file in the McKee Archives. Biographical information for Harold Perkins was taken from an article in "The Quill" (April 7, 1977). Biographical information on Lloyd Dulmage was taken from Campus News - 1989. Biographical information for John Mallea was taken from Campus News (April 1985, May 1989, June 1990). Biographical information for Deborah Poff, Gervan Fearon, Steven Robinson and David Docherty was taken from Brandon University press releases.

Storage Location: RG 6 Brandon University fonds
Series 3: Office of the President



Registrar's files

<http://archives.brandonu.ca/en/permalink/descriptions142>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 5.1

Physical Description: 3.48 m

History /

Biographical:

BRANDON UNIVERSITY REGISTRARS:

W.L. CLARK (1967-1968)

See MG 3 1.14 (W. Leland Clark fonds) for biographical information on W.L. Clark.

R.J. MCCARTHY (1969-1970)

Ron J. McCarthy was born in Niagara Falls, Ontario. He obtained his B.A. from Sir George Williams University, Montreal. From September 1960 to May 1962, he was employed by the Dean of Students Office, Sir George Williams University, as liason between the Evening Students Association and the Dean of Student Affairs Office. The following year, he worked with the Adult Education Department of the Montreal Y.M.C.A. at the International Branch Y. In April 1963, McCarthy commenced his duties as Assistant Registrar at his alma mater. From there he moved on to become the registrar of Niagara College of Applied Arts and Technology, a post which he held until assuming the post of Registrar at Brandon University June 1, 1969. McCarthy and his wife Carol had three children. Ronald McCarthy died in Brandon, MB on December 9, 1970.

A.R. BALCHEN - Acting Registrar (1971-1973)

A. Richard Balchen, was born in Pine Falls, Manitoba and he obtained his B.A. (1965) and his Education I deiploma (1966) from Brandon College and his M.Ed. from the University of Alberta in 1968. Prior to accepting the position of Assistant Registrar at Brandon University in 1970, Balchen taught at Salisbury Composite High School in Sherwood Park, Alberta. Balchen was named Acting Registrar in 1971, following the death of Ronald McCarthy.

At the time of his appointment to Brandon University, Balchen was married to Sigrid (nee Birkinshaw) of Brandon, who was also a graduate of Brandon College (B.A. 1966). Together they had two children. At present (January 2006), Richard Balchen and his wife live in Whistler, BC.

C.W. KENNEDY (1973-1987)

Chris Kennedy was born in Watford, Hertfordshire on June 11, 1933. At the beginning of World War II he and his siblings were placed in Catholic orphanages, where he recieved some elementary and secondary education. He enlisted in the Royal Air Force in 1951 for a five year stint as an Airborne Radio Equipment Technician. During his time in the Air Force, Kennedy rose to the rank of Corporal and was posted in Singapore from 1954-1956.

In 1960, Kennedy moved to Canada; he received his Canadian Citizenship in 1967. Kennedy registered as a Mature Student in Grade XI at the Collegiate Division in 1961. After Grade XI graduation he attended the United College University (1962-1967) and graduated with a B.A. degree.

While at the Collegiate Division, Kennedy met his future wife, fellow class mate Charlotte Marie Reimer, whom he married in 1965. The two adopted a daughter, Katharina Alice, in 1967.

On November 1, 1967, Kennedy was appointed Associate Registrar at the new University of Winnipeg Registrar's Office. He stayed in that position until 1973, when he applied for the position of Registrar at Brandon University.

Kennedy served as Registrar at Brandon University from 1973 to 1987. During that time he served as Secretary of the Senate, its standing and various ad hoc committees and sometimes for the Board of Governors. As Registrar he visited high schools, was in charge of Admissions, Student Records, Scholarships, the BU Calendar, Convocation and a number of other minor responsibilities. With the help of Wesley Wong, he was also able to get the BU student record system computerized. While living in Brandon, Kennedy was a member of the Kiwanis Club of Brandon. He was also instrumental in the formation of the Westman Chapter of the Kidney Foundation.

After the death of his wife, Kennedy decided to leave Brandon University for the position of Coordinator of Registrar Services at Athabasca University (1988-1990). In 1990, he returned to Winnipeg where he enrolled at the Canadian Mennonite Bible College, graduating with a Bachelor of Theology degree in 1993. He worked the next few years in the Student Records Office at the University of Winnipeg before retiring at the mandatory age of 65 years.

Since his retirement Kennedy has continued to live in Winnipeg where he has kept busy with a variety of projects, including writing a book of daily devotionals. He is also involved in the life of his church.

D.C. BALES (1988-1989)

Donald C. Bales graduated from the University of Winnipeg. In the fall of 1987, he was appointed Registrar of Brandon University; he had been previously appointed to a three-year term (renewable) as Director of Student Records at Brandon University effective August 1, 1986 and continued in that roll after becoming Registrar.

Prior to coming to Brandon University Bales was a Management Analyst for the British Columbia Ministry of Education. He also had experience with the Federal Government and with the Forest Products Research Laboratory located at the University of British Columbia. While in B.C. Bales was also Chairman of the Juan de Fuca Parks and Recreations Commission for a number of years.

Bales left his position at Brandon University after one year to resume his career in the British Columbia civil service. At present (January 2007), Don Bales is the Director of Strategic Management for the B.C. Attorney-General's court services branch.

Between the departure of Don Bales and Tom Mitchell's tenure as Registrar, there were two Acting Registrar's: Michael Blonar and Gordon Reimer.

T. S. MITCHELL (1991 - 1996)

Thomas Sydney Mitchell was born on April 23, 1949 in Brandon, Manitoba. He attended Brandon University, graduating with a B.A. in 1970. While an undergraduate Mitchell played for the Brandon University Bobcat hockey team. He was also a member of the Senate Committee on Student Affairs. Mitchell obtained his M.A. from the University of Manitoba in 1973. From 1972-1973, he also completed the Education Certification program at the Faculty of Education, Brandon University.

During the 1970s, he taught high school in Brandon. Mitchell came to the University in 1981 to a position in Student Services. He served as Dean of Student Services from 1983-1989 and in 1991, he was appointed Registrar. Mitchell served in this position until 1996.

From 1996 - August 31, 2011, Mitchell was University Archivist and taught courses in Canadian history under the auspices of the History Department. Throughout his tenure at Brandon University Mitchell was engaged in research and publication of historical work dealing with the history of education, labour and the state.

Mitchell and his wife Bonnie have two children, Jennifer and Drew.

DARCY BOWER (1998 - 2005)

Darcy Bower was born in Montreal, Quebec, in 1942. She was adopted at birth by an American couple and spent her early childhood in Jacksonville, Florida before the family settled in Portland, Oregon and its suburbs. Bower attended the University of Oregon from 1960-1963 as a journalism major, then spent some time in New York City, before completing a B.A. in English at Portland State College in 1965. She obtained her M.A. in English at the University of Kansas, in Lawrence in 1968.

Bower taught at the Tuskegee Institute, Alabama from 1968-1970, before moving to south-central Indiana in 1970 as a result of her marriage. In Indiana she worked first for Bartholomew County Welfare and then for Indiana Vocational Technical College.

In 1971, her husband, Arthur Bower, joined the faculty of the School of Music at Brandon University. Although a stay at home mom for much of the period 1971-79, Darcy spent some time working at Children's Aid and Brandon Citizen's Advocacy, as well as teaching at Cameron University in Lawton, Oklahoma in 1975-76. In 1979, she came to Brandon University as a sessional instructor for 99:090 Communications.

While employed at Brandon University, Bower held many positions, including: instructor (1979-82); Coordinator, Mature Student Centre (1982-92); Coordinator, Bachelor of General Studies Degree program (1987-92); Acting Dean of Student Services (1992); and Dean of Students/University Registrar (1993-2005). Following her term as Dean of Students/University Registrar, she worked as an Academic Advisor, specializing in advising student athletes. Bower retired from Brandon University in 2012.

Darcy Bower and her husband Arthur (Art) Bower have five children.

JANET S. WRIGHT (2005 - July 31, 2008 (first year as Acting))

See RG 6 Brandon University fonds, Series 7 Faculties and Schools, 7.2.1 Dean of Science for biographical information on Janet Wright.

LAWRENCE VANBEEK (August 1, 2008 - October 2010)

VanBeek completed his Bachelor of Theology Degree at Central Pentecostal College in Saskatoon, Saskatchewan in 1985 and his M.A. in Theology from Providence Theological Seminary in Winnipeg in 1991. He obtained his Ph.D. in Theology from the University of South Africa, Pretoria in 1997.

From 1985 until 2004, VanBeek taught history, languages and university transfer courses at various post-secondary institutions in British Columbia, Saskatchewan and Manitoba. From 1991-1997, he served as the Dean of the Native Studies Program at Central Pentecostal College. From 1997-2006, VanBeek was the Executive Director of Enrolment Services at Trinity Western University in Langley, British Columbia. From 2006 until he arrived at Brandon University, he served as President of Rocky Mountain College in Calgary, Alberta.

Notes: Chris Kennedy and Darcy Bower provided their own History/Bio information. History/Bio information for D.C. Bales was taken from Campus News -September/October 1986, and Campus News - October 1987. History/Bio information for Lawrence VanBeek taken from the Fall/Winter 2008 issue of Alumni News.

Storage Location: RG 6 Brandon University fonds
Series 5: Office of the Registrar



Student files

<http://archives.bradonu.ca/en/permalink/descriptions143>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 5.2

GMD: graphic

Physical Description: 2.3 m

Scope and Content:

These records contain comprehensive academic records including admission, registration, grades and correspondence for Brandon University students.

Notes: These records are on microfilm.

Accruals: Since c. 2000 student files have not been retained by the University on a permanent basis.

Access Restriction: Restricted.

Storage Location: RG 6 Brandon University fonds
Series 5: Office of the Registrar



Board correspondence and subject files

<http://archives.bradonu.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



General Faculty Council

<http://archives.brandonu.ca/en/permalink/descriptions4920>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 6.3

GMD: textual records

Date Range: 1965-1972

Physical Description: 1.5 cm

History /

Biographical:

The General Faculty Council consists of the following: a) the President, who shall be the Chair; b) the Vice-President (Academic/Research); c) the Dean of each Faculty/School; d) the Director of the Educational Technology Unit; e) the University Librarian; f) the Dean of Students; g) teaching personnel of the Faculties and Schools; h) Professional Associates, Administrative Associates and Instructional Associates; i) the University Registrar or designate.

One regular meeting of the General Faculty Council is held each year in late August or early September, although special meetings of the may be called at the discretion of the Chair or at the request in writing of ten members of the Council. The General Faculty Council can establish its own procedures including the creation of such committees as are necessary to fulfill its functions.

Scope and Content:

Sub-series consists of one file of General Faculty Council minutes and meeting materials, including committee reports.

Notes: History/Bio information was taken from the Brandon Univeristy Senate by-laws.

Storage Location: RG 6 Brandon University fonds
Series 6: Senate



General accounts ledgers

<http://archives.brandonu.ca/en/permalink/descriptions4284>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 13.1

GMD: textual records

Date Range: 1899-1927

Scope and Content:

1. General Accounts, Building Fund, Sundries, 1899-1918, Salaries, 1907-1918
2. Receipts for Building and Furnishing Fund, 1900-1903
3. Tuition, Building Fund, Endowment Receipts, Cash Expenditures, 1905-1906
4. Bank Account, 1908-1909
5. General Accounts 1908-1915, Student Accounts 1914-1915
6. General Accounts, 1909-1910
7. Sales Record, 1910-1914
8. Business and Student Accounts, Cash Disbursements, 1911-1912
9. Student Accounts, Cash Disbursements, Fuel Distribution, Salaries, 1912-1913
10. Student Accounts, Cash Disbursements, Fuel Distribution, Salaries, 1914-1915
11. Brandon College Purchase Book, 1916-1925
12. Brandon College Expenses, 1917-1919
13. Subscriptions, Receipts, Salaries, Sundries, Investments, 1918-1927
14. Trial Balance, 1918-1919
15. Trial Balance, 1924?-1925

Storage Location: RG 1 Brandon College fonds

Series 13: Brandon College Ledger and Minute books



MPE B 11 General Reports

<http://archives.brandonu.ca/en/permalink/descriptions9322>

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series

Series Number: MPE B.11

GMD: textual records

Physical Description: 33 cm

History /

Biographical:

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

Scope and Content:

Sub-series MPE B.11 consists of (1) general reports; (2) government related papers; (3) Canadian Wheat Board papers; (4) Manitoba Federation of Agriculture and Co-operatives papers; (5) Co-operative Life Insurance

Notes: Description by Jillian Sutherland (2009)

Name Access: Manitoba Pool Elevators

Central Office

Subject Access: Reports

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records



General Board of Governors agendas, minutes and packages

<http://archives.brandonu.ca/en/permalink/descriptions74>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 2.3

GMD: textual records

Date Range: 1967-1991

Physical Description: 1.16 m

History /

Biographical:

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

Scope and Content:

Sub-series consists of records related to Brandon University Board of Governors' general meetings. The sub-series has been divided into five sub sub series, including: (1) Agendas; (2) Minutes; (3) Packages; (4) Motion sheets; and (5) Index of motions.

Storage Location: RG 6 Brandon University fonds

Series 2: Board of Governors

2.3 Board agendas, minutes and packages



Brandon College library - Director of library services

<http://archives.brandonu.ca/en/permalink/descriptions4293>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 15.2

GMD: textual records

Date Range: 1957-1963

Physical Description: 13 cm

Scope and Content:

These records were created by the Director of Library Services from the year 1957 until 1963. It is mainly business correspondence and memorandums. The files include correspondence between the Director of Library Services and various people regarding the library. There are also memorandums to the faculty.

Storage Location: RG 1 Brandon College fonds
Series 14: Brandon College Library

Related Material: RG 6 (Brandon University fonds), sub-series 8.1 (Director of Library Services).



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).



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.



Board of directors - financial records

<http://archives.brandonu.ca/en/permalink/descriptions4315>

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

Description Level: Sub-series

Series Number: McS 1 1.5

GMD: textual records

Date Range: 1900-1986

Physical Description: 1.56 m

Custodial History:

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

Scope and Content:

This sub-series includes financial statements of various kinds for McKenzie Seeds and combined financial statements for McKenzie Seeds and its subsidiaries, particularly McFayden Seeds. Chartered Accountants used for this purpose include: Marwick, Mitchell & Co., Webb, Read, Hegan, Callingham & Co./Webb, Read & Co., George A. Touche & Co., Oscar Hudson & Co., Morden, Sprague & Co./Laird, Sprague & Co., Edwards, Morgan, Halliday & Co., Welch, Hinton and Welch, McDonald, Currie & Co./Cooper Brothers & Co., Meyers Dickens Norris Penny & Co./Meyers, Norris, Penny & Co. and the Comptroller-General for the Province of Manitoba.

This sub-series also includes a number of purchase offers made to A.E. McKenzie Seed Co. Ltd as well as proposed plans to sell the company. Offers were received from United Grain Growers, Maple Leaf Mills, McKenzie Seeds Staff, Manitoba, Saskatchewan and Alberta Wheat Pools, and the Ferry Morse Seed Co.

Twelve ledgers, including branch order, mail order and cash registers, general ledgers, current ledgers, payroll sheets and branch daily cash reports, are also part of the sub-series. Other miscellaneous financial records and statements include information on McKenzie Seeds' proposal to the Manitoba Government for re-financing in the early to mid 1980's.

Notes:	Additional dates for the records in the financial sub-series are as follows: 1. Prepared Financial Statements: 1907-1918, 1920-1923, 1926-1938, and 1942-1979. 2. Purchase Offers: U.G.G. (1959, 1966), Wheat Pools (1961), McKenzie Staff (1963), Maple Leaf Mills (c. 1965), Ferry Morse Seed Co. (c. 1969-1970).
	The extent of the ledgers in sub-series McS 1 1.5 (Financial Records) separate from the other financial records in the sub-series is 95.9 cm. The financial records without the ledgers measure 60 cm.
Storage Location:	RG 3 A.E. McKenzie Company fonds McS 1 Board of Directors
Related Material:	Financial statements and records for the individual companies acquired by McKenzie Seeds are located in Series III. Information regarding the sale of McKenzie Seeds is located in Series II (Office of the President/GM), sub-series I (A.E. McKenzie), in the file entitled A.E. correspondence with W.A. Johnson. Some of these records are connected to the purchase offers received by McKenzie Seeds.



Board of directors - management consultant reports

<http://archives.brandonu.ca/en/permalink/descriptions4313>

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

Description Level: Sub-series

Series Number: McS 1 1.3

GMD: textual records

Date Range: 1965-1970

Physical Description: 4.5 cm

Custodial History:

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

Scope and Content:

This sub-series includes reports from three management consultants: Harbridge House, Urwick, Currie & Partners Ltd., and Thorne Stevenson & Kellogg. As well, the sub-series contains correspondence between the President and Comptroller of A.E. McKenzie Seed Co. Ltd. and Harbridge House regarding the implementation of a management training program and plans to combat the weak field seed market. The Urwick, Currie reports deal with improvement in company operations and improvements in packet seed processing. The Thorne Stevenson & Kellogg report is entitled 'Implementing a Strategic Planning Process.' Each of the reports completed for the company deal with improving the business operations of McKenzie Seeds.

Harbridge House – this record is a management-training program designed to address a weak field seed market.

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