

S. J. McKee Archives



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 2.16 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 |



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

president. The 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) Intervarsity 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).



BU 16: Brandon College/University artifacts

<http://archives.brandonu.ca/en/permalink/descriptions4905>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 16

GMD: multiple media

Date Range: c. 1897-1999

Scope and Content:

Series has been divided into three sub-series, including: (1) Artifacts - flags and banners; (2) Artifacts - apparel; and (3) Artifacts - other.

Subject Access: class flags

artifacts

artefacts

pennants

plaques

banners

Storage Location: RG 6 Brandon University fonds

Arrangement:

This is an artificially created series.

BU 15: Brandon University Faculty Association (BUFA)



<http://archives.brandonu.ca/en/permalink/descriptions4048>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 15

Accession Number: 25-2003 (files 1-105)

GMD: textual records

Date Range: 1957-1995

Physical Description: 1.25 m

History /

Biographical:

BUFA was formed in 1957 as an academic organization with its primary aim the entrenchment and protection of academic freedom.

In subsequent years, BUFA became more involved in promoting the economic, social and general interests of its members. This process culminated in 1971 when BUFA obtained voluntary recognition as bargaining agent for its members from the University. The relationships between the Faculty and the university were governed by the "Faculty-Administration Brief" (the precursor to the present Collective Agreement).

A dispute arose between BUFA and the University in 1976, when BUFA requested that Instructional Associates be included in the bargaining unit and that the University deduct union dues. The University rejected BUFA's request. BUFA applied to the Manitoba Labour Board for resolution of the dispute. A Board hearing was held in Brandon on May 31, 1977.

At this hearing the Labour Board determined that, since the University had rejected BUFA's contention that it was a union, it would first have to answer the question: Is BUFA a union? In a decision dated June 16, 1977, the Board ruled "that BUFA is not a union; that following therefrom the faculty administration brief is not a collective agreement."

Following this ruling, BUFA launched a certification drive in September 1977. Application for certification was filed with the Labour Board October 17, 1977. In anticipation of a favorable certification ruling, Dennis Olson and Gerald Neufeld collected existing collective agreements from other universities across Canada. They attempted to incorporate the best features from the old Faculty-Administration Brief and these other agreements into the first draft of the proposed collective agreement.

Certification was confirmed January 1978. The bargaining unit defined in the Certificate included: all full-time and part-time members of the academic, instructional and related staff at Brandon University including laboratory instructors, cartographers, counsellors, professional librarians, continuing education specialists and all other staff directly related to the teaching process. It also included sessional instructors.

Since certification in 1978, BUFA has attempted to function as a principled and effective union. These efforts have included: establishing links with other unions and progressive organizations in the community; participating in the Manitoba Organization of Faculty Associations; vigorously pursuing member and union grievance through to arbitration; advancing the rights and interests of members at the bargaining table; and promoting and protecting academic freedom.

The most recent chapter in BUFA's history was a successful strike in 1998, which started November 9th and ended at midnight November 11th.

The general objectives of BUFA are the advancement of higher education through the protection of the freedom that is necessary to it, and the improvement of the standards of the

profession of University teaching. Its members include all full and part-time instructional staff of Brandon University and professional librarians.

Officers of BUFA include the: President, Past President, Vice-President, Secretary and Treasurer. Elected by the General Body at the annual meeting in March. Associate members are not eligible to serve as officers.

Executive - officers and four members elected by the General Body to represent the Faculties of Arts, Science, Education and Music. Four elected at annual meeting. Acts as liaison between BUFA and the University Administration. May appoint committees chosen from the General Body to carry on routine affairs and to act in areas of special interest as directed by the General Body or by the Executive. The Standing Committee of BUFA is the Salary and Faculty-Administration Relations Committee - its duties are to represent the interests of BUFA in negotiating the salary schedule and other benefits and the Faculty-Administration Brief with the Board of Governors or its representatives. The Vice-President of BUFA is to be the Chairman.

Scope and Content:

Series contains minutes, collective agreements, reports, recommendations, correspondence, memos, newsletters, reference materials and various other documents.

Notes: BUFA is a separate corporate entity, but for administration purposes it has been incorporated into RG 6 Brandon University fonds. History/Bio information taken from BUFA promotional materials (File 37) and provided by Bruce Forrest (BUFA Executive) with the return of the signed donation form. Files 106-116 were extracted from the BUFA records and are in the possession of Ms. Eileen McFadden.

Storage Location: RG 6 Brandon University fonds



Faculty of Science publications

<http://archives.brandonu.ca/en/permalink/descriptions10240>

Part Of: RG 6 Brandon University fonds

Description Level: Sub sub series

Series Number: 7.2.3

GMD: textual records

Date Range: c. 2010

History /

Biographical:

This sub sub series is artificially created.

Scope and Content:

Sub sub series consists of publications created by the Faculty of Science or written by Faculty of Science employees. Includes: pamphlet on the Applied Disaster & Emergency Studies (ADES) program.

Storage Location: RG 6 Brandon University fonds
Series 7: Faculties and Schools



Arts Faculty Council

<http://archives.brandonu.ca/en/permalink/descriptions4388>

Part Of: RG 6 Brandon University fonds

Description Level: Sub sub series

Series Number: 7.1.14

GMD: textual records

Date Range: 1970-1993

Physical Description: 78 cm

Physical Condition: excellent

Custodial History:

Records were stored in the Dean of Arts and Graduate Studies Office until their transfer to the McKee Archives on March 31, 2006.

Scope and Content:

Sub sub series consists of minutes and meeting materials for the Arts Faculty Council (1970-1993).

Storage Location: RG 6 Brandon University fonds
Series 7: Faculties and Schools
7.1 Faculty of Arts



Faculty of Arts publications

<http://archives.brandonu.ca/en/permalink/descriptions155>

Part Of: RG 6 Brandon University fonds

Description Level: Sub sub series

Series Number: 7.1.3

GMD: textual records

Date Range: 1969-1989, c. 2010

History /

Biographical:

This is an artificially created sub sub series.

Pierian Spring was the by-product of a creative writing workshop taught by Dr. Robert Brockway at Brandon University in 1969. The members of the workshop met once a month and at the end of the year they decided to produce a mimeographed book of poetry written by members of the group. They called it Peirian Spring, after the spot in Thrace from which the Muses came. In subsequent years, Brockway continued to teach the creative writing class as a non-credit extension course, however there were no further publications of Pierian Spring until Winter 1976. The later publications incorporated the writings of members of the group, but also included works by writers from across North America.

Scope and Content:

Sub sub series consists of copies of one issue of "Aspen Grove" (1971) and numerous issues of "Pierian Spring" (1969, 1976, 1976-1989). It also contains a number of promotional pamphlets created by the Faculty of Arts. Included are pamphlets on: Arts One; the History, Religion, English and Creative Writing, Business Administration, Gender and Women's Studies, Classical and Modern Languages departments; liberal arts degrees: pre-professional programs for early and middle years teachers; Justice System Certificate; graduate programs in Rural Development; and general Faculty of Arts information.

Notes: History/Bio information on Pierian Spring taken from an article in "The Quill" (January 13, 1977).

Storage Location: RG 6 Brandon University fonds
Series 7: Faculties and Schools
7.1 Faculty of Arts



Faculty of Education publications

<http://archives.brandonu.ca/en/permalink/descriptions164>

Part Of: RG 6 Brandon University fonds

Description Level: Sub sub series

Series Number: 7.3.3

GMD: textual records

Date Range: 1959-1979, c. 2010

Physical Description: 6 cm

Scope and Content:

Sub sub series consists of items published by the Faculty of Education or written by members of the Faculty of Education, including: Faculty of Education Student's Directory: October 15, 1976, November 27, 1979; Wednesday Newsletter: September 20, 1967 – November 29, 1967, December 6, 1967 – March 27, 1968, April 3, 1968 – November 20, 1968, November 27, 1969 – April 2, 1969; Teacher-Training Programme General Information Academic Season 1959-1960; Teacher-Training Programme General Information Academic Season 1960-1961; BUNTEP Newsletter – volume 1, no. 2 and volume 1, no. 3; and a pamphlet on the Bachelor of Physical Education Studies (three year degree).

Storage Location: RG 6 Brandon University fonds
Series 7: Faculties and Schools
7.3 Faculty of Education



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



Series VI: Faculty Activities

<http://archives.bradonu.ca/en/permalink/descriptions2879>

Part Of: Brandon University Photograph Collection

Description Level: Series

Series Number: VI

Date Range: 1900-2000

Physical Description: Photographs (b/w & colour)

Scope and Content:

Series VI: Faculty Activities: This series contains eleven sub-series which consist of the various faculties at Brandon University such as sub-series I: Arts Activity, sub-series V: Education Activities, and sub-series VIII: Science Activity. These photos mainly consist of activities that deal with one specific faculty, for example, field trips taken by the science departments. There are also pictures of students and faculty members working in the classroom.



History of Brandon College Inc.

<http://archives.brandonu.ca/en/permalink/descriptions4339>

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

Description Level: Sub sub series

Series Number: MG 5 1.1.1

GMD: textual records

Date Range: 1961-1963

Physical Description: 8.9 cm

History /

Biographical:

In the early 1960's, A.E. McKenzie set out to right a book chronicling the first 38 years of Brandon College's history. To achieve this goal, he contacted a number of former faculty member and students of Brandon College, and asked them to contribute their recollections of the College. The testimonials were published along with a message from Brandon University's President at the time, Dr. John E. Robbins. Brandon College Inc. also contained comments from McKenzie regarding the Re-establishment of the College.

Custodial History:

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

Scope and Content:

This sub sub series contains correspondence discussing textual and photographic content of the book, clarification of facts, and the format and printing of the book. There is also one newspaper clipping and some proofs. A large part of the sub-series is comprised of the contributions and mailing list for the project. Two copies of the completed book are also been included.

The remainder of the documents in the sub-series deal with reactions to the project. Testimonials from well-known individuals such as Mrs. Olive Diefenbaker, a former student at the College, the Minister of Education, and the Premier of Manitoba are contained in the sub-series. As well, fonds includes numerous letters from other individuals, thanking and congratulating McKenzie on the project are included. There is also a file relating to the reaction – not unanimously favorable - of the Brandon College Board of Directors to the project.

The majority of the photographs used in the History of Brandon College Inc. are also included.

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

MG 5 A.E. McKenzie fonds

1.1 Brandon College Inc.



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).



BU 14: Brandon University Students Association (BUSU)

<http://archives.brandonu.ca/en/permalink/descriptions190>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 14

GMD: textual records

Date Range: 1907-2006

Physical Description: 2.37 m (not including The Quill)

History /

Biographical:

The Brandon University Student's Union (BUSU), Local 37 of the Canadian Federation of Students, was incorporated in 1969 as the students' organization of Brandon University. Its predecessor was the Brandon College Students' Association, which was established in 1899. BUSU is a not-for-profit society that serves to represent the students of Brandon University; all regular full and part-time students at Brandon University are members of the Students' Union.

BUSU has several broad functions: they are a service provider that offers programs and support services to students throughout the year; they act as lobbyists on behalf of the student body at the local, provincial and federal levels, working with the other member locals of the Canadian Federation of Students, Canada's national and provincial student movement; they represent the student body within the important, decision-making bodies at BU, such as the Board of Governors and Senate; and they provide funding for student clubs and organizations. BUSU is bound legally to the Brandon University Students' Union Constitution and Bylaws and the Universities Act of Manitoba.

BUSU draws on collected student fees to operate. Its administrative structure consists of a board of directors consisting of 11 voting members. Students elect representatives to relay their issues and concerns to the University community, the community at large, and all levels of government. A democratically elected council, made up of members from various constituencies on campus, oversees the work of the Students' Union. The council includes four executive officers (the President and three Vice Presidents – Academic, Finance, and Student Activities), numerous commissioners, and one liaison. The work of the Students' Union is also powered by the efforts and dedication of countless campus and community volunteers and staff. BUSU also has a voting student representative on the Board of Governors and Senate.

BUSU holds annual and semi-annual general meetings, full council meetings, and council committee meetings throughout the year. All meetings are broadly advertised to the membership and are open to students. As BUSU members, students have full speaking rights at any meeting of the Union, as well as voting rights at general meetings.

Custodial History:

The records in accession 25-2003 were stored by the Brandon University Students' Union until they were donated to the McKee Archives.

Scope and Content:

Series consists of records of Executive meetings, correspondence and financial records of the Brandon University Students' Union, as well as club records and copies of "The Sickle," "The Quill," and Student Handbooks. It has been divided into five sub-series, including: (1) BUSU Executive and Council; (3) Correspondence; (4) Clubs; and (5) Publications.

Notes:

BUSU is a separately incorporated organization from Brandon University's Board of Governors, but for administrative purposes it has been incorporated into RG 6 Brandon University fonds. Administrative information in the History/Bio field was taken from the BUSU website at <http://www.busu.ca/aboutus.asp> (December 2005).

Name Access:

BUSU

Brandon College Students' Association

Subject Access:

Student government

student affairs

Accruals:

Further accruals are expected.

Storage Location:

RG 6 Brandon University fonds

Related Material:

Records related to the Brandon College Students' Association are located in RG 1 Brandon College fonds.

Arrangement:

Sub-series 2 has been set aside should it be needed.



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 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 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