

S. J. McKee Archives



Brandon University Hortline

<http://archives.brandonu.ca/en/permalink/descriptions8867>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: 7.2.5.1

Accession Number: 9-2008

GMD: textual records

Date Range: 1976-1980, 1983-1984, 1987; predominant 1979

Physical Description: 6 cm

Custodial History:

The records found within the fonds were collected by Bill Paton from a number of people, including Lynda Macson and Gus Henzil, who were involved with various aspects of the Hortline project throughout the years. Prior to their donation to the S.J. McKee Archives at Brandon University, the records were stored in Dr. Paton's Office in the John R. Brodie Science

Scope and Content:

Fonds consists of correspondence, newspaper clippings regarding the Hortline and their activities within the community, monthly reports (summer of 1979), Plant Problem Forms and related missellania associated with the activities of the Hortline.

Storage Location: RG 6 Brandon University fonds
Series 7: Faculties and Schools
7.2 Faculty of Science
7.2.5 Department of Biology



W. Leland Clark - political career - parliamentary scrapbooks

<http://archives.brandonu.ca/en/permalink/descriptions9363>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: MG 3 1.14.1.1

Accession Number: 16-2009

GMD: textual records

Date Range: 1982-1999

History /

Biographical:

See fonds level description (MG 3 1.14 W. Leland Clark) for history/bio information on W. Leland Clark.

Custodial History:

See fonds level description (MG 3 1.14. W. Leland Clark) for custodial history.

Scope and Content:

Sub sub series consists of thirteen parliamentary scrapbooks created by Barb Clark and Enid Clark at the request of Lee Clark. Scrapbooks include newspaper clippings from various newspapers, photographs, campaign and election materials (including Lee Clark, Barb Clark for School Trustee and other politicians), correspondence, cards, invitations, parliamentary reports, news releases, documents from Brandon University events, copies of Lee Clark's Ottawa Update, itineraries and other ephemera (programs, tickets, buttons, etc.).

Scrapbooks:

November 24, 1982 - June 11, 1984 (3 loose articles from February 1986)

January 31, 1983 - February 18, 1987

June 8, 1983 - January 7, 1985

June 21, 1984 - March 25, 1986 (additional loose materials in the back)

December 1984 - June 27, 1985 (all photocopies of newspaper articles)

April 3, 1986 - October 6, 1987 (additional loose materials in the back)

January 30, 1987 - January 3, 1989

June 4, 1988 - April 29, 1989 (additional loose materials in the back)

April 8, 1989 - December 15, 1991

April 28, 1989 - August 11, 1990

August 3, 1990 - June 7, 1991

September 18, 1991 - February 29, 1992

January 2, 1992 - July 12, 1999

Storage Location: RG 6 Brandon University fonds

MG 3 Brandon University Teaching and Administration

1.14 W. Leland Clark



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.

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



Brandon - Great Depression research project

<http://archives.brandonu.ca/en/permalink/descriptions4056>

Part Of: RG 6 Brandon University fonds
Description Level: sub sub sub series
Series Number: 7.1.4.1
Accession Number: 15-1997
GMD: textual records
Date Range: 1913-1987 (predominant 1929-1939)
Physical Description: 1.2 m
Physical Condition: The records are in excellent condition, but the extensive use of photocopying of available records occasionally leads to difficulty in clarity of content.

History /

Biographical:

The project originated in the summer of 1987 at Brandon University. It was undertaken by several Brandon University students under the guidance of Dr. William R. Morrison and Dr. Ken Coates, both professors in the Department of History. From the perspective of all involved, research and future publication were the original aims of the project. The intention was to produce a combination of documentary and oral history of the Brandon region during the Great Depression, including an extensive study of Brandon College. Initially, an outline and project summary was presented to Manitoba Heritage Grants Program for consideration and after being chosen as a recipient for the grant, regular reports on research progress were submitted. The project was discontinued at the end of the summer due to a lack of funding and availability of the researchers.

Custodial History:

The records were held in the custody of Dr. Morrison until his departure from Brandon University in 1989. At this time, the records were given to Tom Mitchell, who donated the entire project to the McKee Archives, where they were accessioned in 1997.

Scope and Content:

The sub sub sub series consists of textual records relating to Brandon and the surrounding area during the years of the Great Depression, predominantly 1929-1939. The material in the sub sub sub series falls generally into the following categories: city, provincial, and federal government documents and correspondence; newspaper articles and other publications, and statistical data. Of particular interest are four papers written by Brandon University students and six years of the Henderson Directory. Also included is a folder containing documents associated with the research project undertaken by Dr. Morrison et al. during the summer of 1987.

The sub sub sub series has been divided into four boxes:

Box 1 - Brandon City Council file index, City Council membership and minutes, relief regulations, proposals for burials and children's shelters, relief work projects reports, Brandon-Cornwallis Health Unit reports, correspondence between the City of Brandon and numerous levels of government, Brandon Public Health Nurse reports, farm reports, Brandon bank clearings, Provincial Election results, Employment Service of Canada documents, various published articles, Brandon University student papers.

Box 2 - Civic, provincial and federal documents related to various features of the Great depression and its impact on Brandon including lists of relief recipients and personal letters to the City, Brandon General Hospital reports. Some of these documents remain unsorted but clearly identified by title and archival institution of origin.

Box 3 - Censuses of Canada, Henderson Directory for Brandon, City of Brandon Property Address Listing, United Farmers of Manitoba documents, rural rehabilitation programs, Brandon by-law voting, Archives of Manitoba documents, Westman Municipal News articles, Economic Survey Board provincial data, project documents.

Box 4 - Brandon Sun articles including a file index to articles of interest.

Notes:	The description for this sub sub sub series was taken from the Brandon - Great Depression research project fonds written by Codee Lorrain (2005). Part of RG 6, 7.1.4 (Department of History).
Name Access:	William R. Morrison Ken Coates History Department Brandon Sun
Subject Access:	Great Depression
Access Restriction:	Because of privacy issues, correspondence relating to the recipients of relief is restricted. They are still available in the sub sub sub series, however, and discretion on the part of the examiner is necessary.
Location Original:	Provincial document originals are available at the Archives of Manitoba in Winnipeg. Federal document originals can be found at Library and Archives Canada in Ottawa, Ontario. City of Brandon document originals can be obtained through City Hall. The original Brandon Sun papers are located at the Brandon Sun office in Brandon.

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

Related Material: Records relating to the Faculty of Arts at Brandon College during the Great Depression can be found in the Brandon College fonds. Other records specifically relating to the Great Depression in Brandon can be found in the Errol Black fonds and the Manitoba Pool Elevators fonds. All fonds are available at the McKee Archives.

Arrangement:

Each subject of information has been compiled into separate folders. The first three boxes are composed of various documents sorted by the archivist. The fourth box is entirely composed of Brandon Sun articles arranged by the researchers. If there is one subject that covers a number of years, each year will typically have a folder; however, in some cases, like the Brandon Sun articles, more than one folder was needed per year.



Northern Great Plains History Conference

<http://archives.brandonu.ca/en/permalink/descriptions4057>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: 7.1.4.2

Accession Number: 34-1997, 15-2009

GMD: textual records

Date Range: 1994-1995; 2008

Physical Description: 54 cm

Physical Condition: Good

History /

Biographical:

In 1995 the History Department at Brandon University hosted the Northern Great Plains History Conference held annually at a university in the northern plains region of Canada or the United States. The Department of History, Brandon University hosted the conference again in September 2008.

Custodial History:

Accession 34-1997 was donated to the McKee Archives ca. 1997 by members of the Department of History at Brandon University (Gerhard Ens, James Naylor, Hans Burmeister and Andrew Pernal). Accession 15-2009 was donated to the McKee Archives in May 2009 by James Naylor, Chair of the Conference Committee.

Scope and Content:

Accession 34-1997 includes curriculum vitae and abstracts relating to each paper presented at the conference, copies of the program and related administrative records for the conference.

Accession 15-2009 consists of records generated during the course of preparing for and hosting the 2008 Northern Great Plains History Conference. Includes records dealing with: registration, finances (including grants), exhibitors, call for papers, program and session organization, audio visual, governing council for the conference, accommodations, participants (including curriculum vitae, applications, proposals, abstracts), and the grad prize. Accession also contains: various tickets, programs, correspondence, papers by grad essay entrants, signs, instructions, mailing list, handouts, and reference materials (past conferences etc.)

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



The Quill editions

<http://archives.brandonu.ca/en/permalink/descriptions4719>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: 14.5.3.1

Accession Number: 13-2006, 23-2006, 1-2007, 23-2007

GMD: textual records

Date Range: 1910-2014
Physical Description: approximately 4 m
Physical Condition: Generally good. Some editions are fragile.
History /
Biographical:

For History/Bio information see sub sub series RG 6 14.5.3 the Quill.

Custodial History:

For Custodial History see sub sub series RG 6 14.5.3 the Quill.

Scope and Content:

The Quill editions held by the McKee Archives are as follows:

Box 1: 1910-1911 to 1920-1921 (19.5 cm, Files 1-10)

*1916-1917 and 1917-1918 are in hardback only

*1918-1919 only had 3 editions

Box 2: 1921-1922 to 1926-1927 (13 cm, Files 11-17)

*1923-1924 The hardback copy is mistakenly identified as vol. 12 rather than vol. 14

*1926-1927 only had 3 editions

Box 3: 1927-1928 to 1946-1947 (Files 20-28)

*1933-1934 is a broadsheet

*1932-1933, 1935-1936 are oversized (located on the bottom of the box and not in chronological order)

Box 4: 1947-1948 to 1961-1962 (Files 39-53)

Box 5: 1962-1963 to 1971-1972 (Files 54-64)

Box 6: 1972-1973 to 1981-1982 (Files 65-74)

Box 7: 1982-1983 to 1991-1992 (Files 75-84)

Box 8: 1992-1993 to 2000-2001 (Files 85-93)

Box 9: 2001-2002 to 2006-2007 (Files 94-99)

Box 10: 2007-2008 to 2013-20014 (Files 100-106)

Box 11: 2014-2015 to present (Files 107-?)

Notes: Starting in the mid 1980s some years of The Quill also published summer newsletters.

BOX 1

1910-1911 (File 1): missing No. 4

1911-1912 (File 2): missing Nos. 1, 2 and 4 - have all four editions in a hardback copy

1915-1916 (File 7): missing No. 2

BOX 2

1920-1921 (File 11): missing No. 1

1925-1926 (File 16): missing No. 3

BOX 3

1927-1928 (File 20): missing Nos. 1 and 4

1928-1929 (File 21): only Nos. 1-8
1934-1935 (File 27): missing Nos. 3, 13, 15
1937-1938 (File 30): missing Nos. 9 and 12
1938-1939 (File 31): missing Nos. 1 and 6
1942-1943 (File 35): missing Nos. 3 and 6
1943-1944 (File 35a): only No. 2, 10, 11, 12 and 14
1944-1945 (File 36): missing No. 2
1946-1947 (File 38): missing Nos. 4 and 6

BOX 4

1949-1950 (File 41): missing Nos. 6, 10 and 12
1950-1952 (Files 42-44): numerous editions are missing
1953-1954 (File 45): missing No. 1
1959-1960 (File 51): missing No. 7

BOX 5

1967-1968 (File 59): missing No. 18
1968-1969 (File 60): missing No. 16
1971-1972 (File 64): missing No. 5

BOX 6

1976-1977 (File 69): missing No. 7
1981-1982 (File 74): missing No. 8

BOX 7

1985-1986 (File 78): missing No. 18
1986-1987 (File 79): missing Nos. 8, 9 and 16
1987-1988 (File 80): missing No. 20
1988-1989 (File 81): missing Nos. 3, 17, 22 and 24
1990-1991 (File 83): missing Nos. 1, 6, 11 and 14

BOX 8

1993-1994 (File 86): missing No. 8
1994-1995 (File 87): missing Nos. 3, 11-15, 17-?
1995-1996 (File 88): missing Nos. 1 and 6
1997-1998 (File 90): only No. 3
1998-1999 (File 91): missing Nos. 1, 3, 7, 9-?
1999-2000 (File 92): missing Nos. 17, 20-?
2000-2001 (File 93): missing No. 26

BOX 9

2001-2002 (File 94): missing Nos. 12 and 19
2002-2003 (File 95): missing No. 5

BOX 10

2012-2013 (File 105): missing No. 23

Subject Access:

college newspapers
yearbooks
history

Accruals:

Further accruals expected.

Access Restriction:

Editions of The Quill for September 1930 to March 1972 are only available on microfilm unless special permission is obtained from the Archivist.

Repro Restriction:

Copyright provisions apply.

Location Original: S.J. McKee Archives
Storage Location: RG 6 Brandon University fonds
Series 14: BUSU
14.5 BUSU publications
14.5.3 The Quill

Arrangement:

Each file is approximately one school year (September to April), although there are some exceptions. File numbers 18 and 19 have been retained for use in the event that additional editions of the Quill from 1910-1927 are accessioned.



The Quill special editions

<http://archives.brandonu.ca/en/permalink/descriptions4721>

Part Of: RG 6 Brandon University fonds
Description Level: sub sub sub series
Series Number: 14.5.3.3
Accession Number: 13-2006, 23-2006.
GMD: textual records
Date Range: 1936; 1974; 1978; 1980; 1990; 2000
Physical Condition: Generally good.
History /
Biographical:

See sub sub series RG 6 14.5.3 The Quill for History/Bio information.

The unQuill or Daily Quill (2000) does not constitute part of the archival record of the Quill, as it was published without the authority of the Students' Union or the BUSU Communications Board. A dispute with those in charge of the production of the newspaper had remained unresolved and the Board shut the paper down for a period in Spring and Fall 2000. During this time, the Quill staff published the unQuill and the Daily Quill.

Custodial History:

See sub sub series RG 6 14.5.3 The Quill for Custodial history.

Scope and Content:

The McKee Archives holds the following special editions of the Quill: the Alumni Issue 1902-1939 (1939); Brandon University's 75th Anniversary (1974); Westman Community Cable TV Report (1978); In Memory of Dr. W.N. Hargreaves-Mawdsley (1980); and the Quill's 80th Anniversary (1990).

The sub sub sub series also contains copies of the unQuill or Daily Quill (2000) and a file of correspondence from the Quill's 80th Anniversary in 1990. The following former Quill contributors provided personal recollections of their association with the Quill: Jim Skinner, Jim Blanchard, Trent Frayne, Dan Bjarnason, Earl Mills, George T. Eaton, Michael A. Levesque, Jude Kelly, Sahadeo Basdeo, Doug Downing, and Evelyn Bowen Oldham. There are also a number of newspaper clippings.

Notes: The Quill duplicates and special editions are stored in the same box.
Accruals: Further accruals expected.
Repro Restriction: Copyright provisions apply.
Location Original: S.J. McKee Archives
Storage Location: RG 6 Brandon University fonds
Series 14: BUSU
14.5 BUSU publications
14.5.3 The Quill



The Sickle - archival copies

<http://archives.brandonu.ca/en/permalink/descriptions4733>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: 14.5.1.1

GMD: textual records

Date Range: 1927-1984 (not inclusive)

History /

Biographical:

See RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (BUSU publications), sub sub series 14.5.1 (The Sickle) for History/Bio information.

Scope and Content:

Archival Copies:

Box 1 (Files 1-14): 1927-1929, 1931-1940

Box 2 (Files 15-26): 1941-1943, 1945-1953

Box 3 (Files 27-36): 1954-1963

Box 4 (Files 37-43): 1964-1970

Box 5 (Files 44-49): 1971-1976

Box 6 (Files 50-57): 1977-1984

*The archival copy of the 1956 Sickle contains the original music and lyrics to the Class of 1956 hymn.

Storage Location: RG 6 Brandon University fonds

Series 14: BUSU

14.5 BUSU publications

14.5.1 The Sickle

Arrangement:

File number 4 has been set aside in the event that the Archives acquires an archival copy of the 1930 Sickle.



The Sickle - researchers' copies

<http://archives.brandonu.ca/en/permalink/descriptions4734>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: 14.5.1.2

GMD: textual records

Date Range: 1927-1984 (not inclusive)

History /

Biographical:

See RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (BUSU publications), sub sub series 14.5.1 (The Sickle) for History/Bio information

Scope and Content:

Researchers' Copies:

Box 1 (Files 1-14):1927, 1929, 1931-1938, 1939-1940

Box 2 (Files 15-26):1942-1943, 1947, 1949-1953

Box 3 (Files 27-36):1954-1963

Box 4 (Files 37-43):1964-1970

Box 5 (Files 44-49):1971-1976

Box 6 (Files 50-57):1977-1984

Storage Location: RG 6 Brandon University fonds

Series 14: BUSU

14.5 BUSU publications

14.5.1 The Sickle

Arrangement:

File numbers 2, 4, 15, 18, 19 and 20 have been set aside in the event that the Archives acquires researchers' copies of the Sickle for the years 1928, 1930, 1941, and 1945, 1946, and 1948.



The Spectrum

<http://archives.brandonu.ca/en/permalink/descriptions5132>

Part Of: RG 6 Brandon University fonds

Description Level: sub sub sub series

Series Number: 14.5.1.3

GMD: textual records

Date Range: 1944

Physical Description: 0.5 cm

History /

Biographical:

The editorial of Vol. 1, No. 1 (January 1944) of the Spectrum outlines the purpose of the magazine as follows: "to provide an outlet for creative writing which in itself will clarify and give substance to that Something [sic] for which the writer searches. It is also the earnest desire of the editors of the Spectrum that its articles and stories will prove stimulating and informative reading, reading that will be not only interesting but also thought-provoking, reading that will appeal to both the Arts and the Science student."

It appears that only two editions of the Spectrum were ever published. The first edition contains creative writing pieces. The second edition, while containing a few creative writing pieces, also includes the graduating photos and names of the Class of 1944. This edition also contains class photos and names for the Classes of 1945, 1946, and 1947. It is assumed that the April 1944 edition of the Spectrum took the place of the Sickle, Brandon College's yearbook, as the latter publication was not produced in 1944.

Custodial History:

These editions were originally accessioned by the McKee Archives in 1979. Sarah Persis Darrach's name appears on the cover of the April 1944 edition, so it may have belonged to her at some point. Additional custodial history is unknown.

Scope and Content:

Sub sub sub series consists of two editions of The Spectrum, Brandon College Quarterly: Vol. 1, No. 1 (January 1944) and Vol. 1, No. 2 (April 1944).

The Spectrum is located with 14.5.1.1 The Sickle - archival copies (Box 2).

Storage Location: RG 6 Brandon University fonds

Series 14: BUSU

14.5 BUSU publications

14.5.1 The Sickle



BU 3: Office of the president

<http://archives.brandonu.ca/en/permalink/descriptions77>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 3

GMD: textual records

Date Range: 1914- c. 2000

Physical Description: approximately 35 m

History /

Biographical:

As stipulated in "The Brandon University Act (1998)," the president is the chief executive officer and the Vice-Chancellor of the university and has general supervision over and direction of the operation of the university, including the academic work of the university; supervises the teaching staff, officers, employees and students of the university; may consider and make recommendations to the board or the senate about any matter that affects the university; is an ex officio member of every committee of the board and the senate; and has any other powers and duties assigned by the board.

The President reports to the Board of Governors, while receiving direct reports from the: Vice-President (Academic and Research), the Vice-President (Administration and Finance), the Director of Development and Alumni Relations, the Director of University Relations and the Director of International Activities. The president also interacts with the Board of Governors, the Senate, students, faculty members, staff members, unions, alumni, businesses, the Brandon University Foundation, the Brandon community, rural, northern and Aboriginal Communities, donors, government officials (municipal, provincial & federal), the K – 12 school system, and institutions of higher education, in Manitoba, Canada and internationally.

Scope and Content:

Series has been divided into two sub-series, including: (1) President's files; and (2) President's reports.

Notes: Administrative information in the History/Bio field was taken from "The Brandon University Act (1998)" at <http://web2.gov.mb.ca/laws/statutes/1998/c04898e.php> (December 2005) and <http://www.brandonu.ca/admin/Policies/Administrative/position%20job%20desc%20President.pdf> (December 2005).

Storage Location: RG 6 Brandon University fonds



BU 6: Brandon University Senate

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

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 6

GMD: textual records

Physical Description: 10.48 m

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

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

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

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

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

Scope and Content:

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

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

Storage Location: RG 6 Brandon University fonds



BU 10: Office of development

<http://archives.brandonu.ca/en/permalink/descriptions176>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 10

GMD: textual records

Date Range: 1930-2003

Physical Description: 18 m (not including scrapbooks and Alumni financial ledger)

Scope and Content:

Series has been divided into three sub-series, including: (1) Director's files; (2) Public communications; and (3) Alumni relations.

Notes: A partial file level inventory for this series exists as a Word document.

Storage Location: RG 6 Brandon University fonds



BU 11: Brandon University Foundation

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

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 11

GMD: textual records

Physical Description: 12 cm

History /

Biographical:

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

Scope and Content:

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

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

Storage Location: RG 6 Brandon University fonds



BU 12: Student services

<http://archives.brandonu.ca/en/permalink/descriptions183>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 12

GMD: textual records

Physical Description: 4.6 m

History /

Biographical:

The department of Student Services was established in 1968 under the name Student Personnel Office. In 1968, it was renamed Student Affairs. The name was changed to Student Services in 1984 or 1985. In 1999, the position of Dean of Student Services was amalgamated with the University Registrar, becoming Dean of Students/University Registrar. The Dean of Students position was separated from that of University Registrar in August 2008.

Student Services is presently located in Room 115 of the A.E. McKenzie Building. Its purpose is to assist students in their intellectual, vocational, personal and social development. Various services such as counselling and learning skills are made available to students requiring assistance.

Scope and Content:

Series has been divided into two sub-series, including: (1) Director's files - correspondence/minutes; and (2) Impacte/Core.

Notes: Administrative information in the History/Bio field was taken from Brandon University Calendars (1967-2006) and the Student Services webpage at <http://www.brandonu.ca/studentsvc/#Top> (December 2005).

Storage Location: RG 6 Brandon University fonds



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.