

S. J. McKee Archives



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 grievances 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



MG 4 Brandon University students

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

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: MG 4

GMD: multiple media

Physical Description: See sub-series levels for extent

History /

Biographical:

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

Scope and Content:

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

MG 4 4.1 Ken Coleman

MG 4 4.2 Daphne Marshall

Storage Location: MG 4 Brandon University Students



BU 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 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 2: Brandon University Board of Governors

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

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

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

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

Scope and Content:

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

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

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

Storage Location: RG 6 Brandon University fonds



BU 8: Brandon University library services

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

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 8

GMD: multiple media

Physical Description: 5.14 m textual records; approximately 20 photographs (Millwood display)

Scope and Content:

Series has been divided into three sub-series, including: (1) Director of Library Services; (2) S.J. McKee Archives; (3) Film Services.

Notes: Series needs to be processed.

Storage Location: RG 6 Brandon University fonds



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 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



MG 3 Brandon University teaching and administration

<http://archives.brandonu.ca/en/permalink/descriptions4904>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: MG 3

GMD: multiple media

Date Range: 1875-2002

Physical Description: See series level for extent

History /

Biographical:

The Brandon University Teaching and Administration series is an artificially created collection. It contains the private papers of former Brandon University faculty and staff.

Scope and Content:

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

MG 3 1.1 Errol Black

MG 3 1.2 John Mallea

MG 3 1.3 John Tyman

MG 3 1.4 Lorelei Cederstrom

MG 3 1.5 William Morrison

MG 3 1.6 Ken Hanly

MG 3 1.7 John Welsted

MG 3 1.8 Henri Francq

MG 3 1.9 D.R. MacKay

MG 3 1.10 R.B. Inch

MG 3 1.11 Dale Lakevold

MG 3 1.12 George MacDowell

MG 3 1.13 Donald Wheeler

MG 3 1.14 W.Leland Clark

MG 3 1.15 Bev Nicholson

MG 3 1.16 John Everitt

MG 3 1.17 Michael Blonar

MG 3 1.18 Christy Henry

MG 3 1.19 May Yoh

MG 3 1.20 Francis Chaplin

MG 3 1.21 John Weldon Grant

MG 3 1.22 Harvey Young

MG 3 1.23 Lorne Watson

MG 3 1.24 Lawrence Jones

Storage Location: MG 3 Brandon University Teaching and Administration



BU 1: Office of the chancellor

<http://archives.brandonu.ca/en/permalink/descriptions17>

Part Of: RG 6 Brandon University fonds
Description Level: Series
Series Number: 1
GMD: multiple media
Date Range: ca. 1954 - ca. 1997
Physical Description: 30 photographs – 25 at 3.5" x 8" (color and b/w); 5 at 8"x10" (b/w); 3 magnates; 1 plaque (8 x 3 cm)

History /

Biographical:

The chancellor is the titular head of the university and confers all degrees. Where possible the Chancellor also attends official functions on behalf of the University and may take on special projects keeping with the goals of the University. According to "The Brandon University Act 1998," there is to be a chancellor of the university elected by the senate for a term of three years; the chancellor continues to hold office after his or her term expires until re-elected or until a successor is elected; the chancellor is eligible for re-election; and if a vacancy occurs in the office of chancellor before the end of the term, the successor elected to replace the incumbent chancellor is to hold office for the remainder of the incumbent's term.

BRANDON UNIVERSITY CHANCELLORS:

MAITLAND B. STEINKOPF (1967-1970)

Maitland B. Steinkopf (September 10, 1912 - 1970) was born in Winnipeg, Manitoba. He was educated at the University of Manitoba, and was called to the Manitoba Bar in December 1936. He served in the Canadian armed forces in World War Two, as a Private in the Queen's Own Cameron Highlanders and a Lieutenant Colonel with the R.C.O.C. He later founded the Canada West Shoe Manufacturing Company, and was a president of several companies including Bonded Investments Ltd., L.H. Packard Co. Ltd., Dayton Shoe Mfg. Co. Ltd., and the Tel Aviv Hilton Hotel. Steinkopf was a member of the Canada Israel Development Corporation, and served as chairman of State of Israel bonds in Manitoba. He was also an honorary counsel with the government of Czechoslovakia until 1948. Prior to his election, he assisted the Roblin government in land-development for cultural projects.

Steinkopf was elected to the Manitoba legislature in the 1962 provincial election as a member of Dufferin Roblin's Progressive Conservative government and was appointed to cabinet on June 12, 1963, as Provincial Secretary and Minister of Public Utilities. He later resigned his position and his seat in the legislature as a result of being implicated in a controversial land assembly payment. He was re-elected and re-appointed to the Cabinet in 1964. Steinkopf did not run for re-election in 1966. He later served as chair of the Manitoba Centennial Centre Corporation, which established a Maitland Steinkopf Youth Fund in 1972 for students in the arts.

Steinkopf married Helen Katz of Chicago and they had six children. He died suddenly in 1970 of a heart attack.

THE HONOURABLE STANLEY HOWARD KNOWLES (November 1970 - November 1990)

Stanley Knowles (June 18, 1908 - June 9, 1997) graduated from Brandon College in 1930, received his B.Div. from the University of Winnipeg in 1933, and was ordained by the United Church of Canada. Until 1940, he was a minister in Winnipeg churches. He organized public forums and created radio programs on social themes. He spoke for the Co-operative Commonwealth Federation (CCF), becoming its chairman, then provincial secretary, for

Manitoba.

In 1942, Knowles was elected to the House of Commons as MP for Winnipeg North Centre. He was an MP from 1942 until 1958, was re-elected in 1962 and served until 1984. Throughout his political career, he struggled for a decent life and income for older people. He was instrumental in amending the industrial relations bill so that legal strikes did not interfere with employee pension rights, eliminating the "means test" from the Old Age Security Act and indexing the Canadian Pension Plan and Civil Security Pensions. He played a major role in creating the New Democratic Party in 1961, presiding over the founding convention. He was the Deputy Leader of that party from 1962-84.

In 1970, Knowles became Chancellor of Brandon University and in 1990, was designated Chancellor emeritus. He became an honorary member of Canada's Privy Council in 1979, and was awarded the Order of Canada in 1984.

THE HONOURABLE JUDGE RONALD D. BELL (1990 - October 1996)

Ronald Dean Bell was born in Deloraine, Manitoba and graduated from Brandon College in 1951. He received his law degree from the University of Manitoba in 1955. Bell worked for several years as a solicitor for the Department of National Revenue, Taxation Division and as a partner in the Calgary law firm Fenerty & Co. He was appointed Queen's Counsel in 1976, and in 1978, he formed Bell Felesky Flynn, a law practice focusing on taxation. In 1991, Bell was appointed Judge of the Tax Court of Canada.

Throughout his distinguished career, Bell has continued to support Brandon University. In addition to his duties as Chancellor, he has also served on various BU boards and worked tirelessly to promote the institution. He also made significant financial contributions to improve physical structures, programs and student scholarships, including the establishment of the R.D. Bell Scholarship and the R.D. Bell String Scholarships. The R.D. Bell Hall in the Queen Elizabeth II music building was named in his honour, as was the Bell Tower atop the original Brandon College building, which is now part of Clark Hall. Justice Bell received an Honorary Degree from Brandon University at the spring 2006 convocation and is presently Chancellor emeritus.

DR. KEVIN KAVANAGH (November 1996 - October 2002)

Born and raised in Brandon, Kevin Kavanagh graduated from Brandon Collegiate Institute in 1950, and completed his commerce degree at the University of Manitoba in 1953. That same year he joined the Group Insurance Division of the Great-West Life Assurance Company. From 1978-1992, he served as president and CEO of that organization. During his career, Kavanagh has also served on various provincial and national boards, including the Royal Winnipeg Ballet, National Leasing Group, Winnipeg Airports authority, the Conference Board of Canada, the Crown Corporations Council and the Canadian Life and Health Insurance Association Inc. Kavanagh was also a member of the Roblin Commission. In 1996, he was named the fourth Chancellor of Brandon University, and in addition to his duties as Chancellor, he has been involved with the university as a member of the Brandon University Foundation and as a member of the Corporate Challenge Campaign. In September 2006, the courtyard between Clark Hall and the George T. Richardson building was renamed The Kavanagh Courtyard in honour of Kavanagh and his wife in recognition of their vision and leadership with Brandon University and their dedication to the advancement of post-secondary education.

In 1963, Kavanagh married his wife Els, and together they had two children: Jennifer and Sean. At present, (July 2007), Kevin Kavanagh is Chancellor Emeritus of Brandon University.

THE RIGHT HONOURABLE EDWARD R. SCHREYER (November 1, 2002 - present)

Edward Schreyer was born on December 21, 1935 in Beausejour, Manitoba. He studied at

United College, St. John's College and the University of Manitoba, receiving a Bachelor of Pedagogy in 1959, a Bachelor of Education in 1962, a Master of Arts in International Relations and a second Master of Arts in Economics in 1963. From 1962 to 1965, Schreyer taught International Relations at St. Paul's College. On June 30, 1960, Schreyer married Lily Schulz. The couple had two daughters, Lisa and Karmel, and two sons, Jason and Tobin.

Schreyer was elected to the Legislative Assembly of Manitoba in 1958, as a member of the Manitoba Co-operative Commonwealth Federation, representing the rural constituency of Brokenhead. In 1965 he resigned to run successfully for the House of Commons. In 1969, Schreyer returned to provincial politics as leader of the New Democratic Party of Manitoba. He led his party to victory in the 1969 provincial election, and served as Premier of Manitoba from 1969 until 1977.

Schreyer was appointed Governor General in 1979 by Pierre Trudeau. That same year, he was made a Companion of the Order of Canada along with his wife Lily Schreyer. As Governor General, Schreyer championed women's issues, the environment, and official bilingualism. He established the Governor General's Award in Commemoration of the "Persons Case," instituted the Governor General's Conservation Awards (1981), and presided over the first Governor General's Canadian Study Conference. Schreyer retired as Governor General in 1984.

Later in 1984, Schreyer was sworn into the Privy Council and was subsequently appointed Canadian High Commissioner to Australia, Papua New Guinea, and the Solomon Islands, and as ambassador to Vanuatu. He held those positions until 1988. Returning to Manitoba, Schreyer worked as a national representative of Habitat for Humanity. In 2006, he was acclaimed as the NDP candidate in Selkirk-Interlake for the 2006 federal election.

Edward Schreyer became Chancellor of Brandon University in November 2002, and his term was extended in 2005 until October 31, 2008.

HENRY CHAMP (November 1, 2008 - October 31, 2011)

Henry Champ was born in Brandon, Manitoba in 1939. He attended Brandon College in 1957 and 1958.

Scope and Content:

At present (July 2007), the series consists of the Stanley Knowles collection (accession 61-1997).

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 from: http://alumni.brandonu.ca/alumniNews/images/BU_Alumni_News05.pdf. Biographical information for Maitland Steinkopf was taken from http://en.wikipedia.org/wiki/Maitland_Steinkopf (December 2005). Biographical information for Stanley Knowles was taken from: <http://www.mcmaster.ca/ua/alumni/gallery/G129664.htm> (December 2005) and from: http://en.wikipedia.org/wiki/St Stanley_Knowles (December 2005). Biographical information for Bell was taken from Brandon University calendars and the spring/summer 2006 issue of Alumni News. Biographical information for Kavanaugh was taken from Brandon University calendars. Biographical information for Edward Schreyer was taken from: http://en.wikipedia.org/wiki/Edward_Schreyer (December 2005).

Name Access: Maitland Steinkopf
Stanley Knowles
Ronald Bell
Kevin Kavanaugh
Edward Schreyer
Storage Location: RG 6 Brandon University fonds



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 5: Office of the registrar

<http://archives.brandonu.ca/en/permalink/descriptions141>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 5

Physical Description: 6.18 m

Scope and Content:

Series has been divided into three sub-series, including: (1) Registrar's files; (2) Student files; and (3) Inter-Universities North (IUN).

Notes: A partial inventory for the series exists as a Word document.

Storage Location: RG 6 Brandon University fonds



BU 7: Faculties and schools

<http://archives.brandonu.ca/en/permalink/descriptions152>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 7

GMD: multiple media

Date Range: 1900-2004; predominant 1920-1988

Physical Description: 18.22 m

History /

Biographical:

This is an artificially created series.

Scope and Content:

Series has been divided into five sub-series, including: (1) Faculty of Arts; (2) Faculty of Science; (3) Faculty of Education; (4) School of Music; and (5) School of Health Studies.

Storage Location: RG 6 Brandon University fonds



BU 9: Department of extension

<http://archives.brandonu.ca/en/permalink/descriptions175>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 9

GMD: multiple media

Date Range: 1960-1973, 1989; predominant 1967-1972

Physical Description: 1.58 m

History /

Biographical:

In 1970, the Department of Extension was divided into the Department of Extension (Non-Credit) and the Department of Extension (Credit). In 1974, the two departments were

amalgamated into the Department of Extension (Credit and Non-Credit). The department's name was changed again in 1977, when it became the Department of Continuing Education (Credit and Non-Credit).

In 1986, the Office of Continuing Education and Summer Session was renamed the Office of Extension with responsibility for non-credit offerings, distance education and off-campus credit courses. From 1999 to the 2001-2003 calendar, Kathleen Matheos, the last Director of Extension, is listed as the Director of the Education Technology Unit. After the 2001-2003 calendar, the Department of Extension became part of Campus Manitoba.

DIRECTORS OF EXTENSION:

R.B. INCH - Extension (1967-1969) and Extension (Non-Credit) (1970-1971)

George Robert Boyer Inch, more commonly known as R.B. Inch, was born in 1903 in Oak Point, New Brunswick. His father, James Nathaniel Inch, was a local shopkeeper and served as town postmaster. James Inch married Phoebe Elizabeth Inch (nee Boyer), a native of Hartland, New Brunswick. While working in Ontario between 1939 and 1939, R.B. Inch met and married Elizabeth Gowling of Ottawa. The couple had two children; a son named George and a daughter named Jeanne. Elizabeth Inch (nee Gowling) passed away in 1956.

R.B. Inch was educated first at Mount Allison Academy in Sackville, New Brunswick. He later went on to study at Mount Allison University, where he earned a Bachelor of Arts degree in 1924. After graduating, Inch traveled to western Canada looking for employment in his chosen field of journalism. From 1924-1926 Inch was unable to find a job in the newspapers so he subsisted by teaching classes at Mount Royal College in Calgary and attending lessons at the Calgary Normal School. In June 1926, the Calgary Herald, then known as the Calgary Albertan, hired Inch as a regular journalist. He stayed in that position in Calgary for two years. Inch later accepted a job with the Winnipeg Free Press, where he worked from 1928-1929.

In 1929, Inch accepted a position with the National Research Council in Ottawa as Secretary to the President and information officer. Between 1929 and 1933 he also volunteered as editor of the magazine "Interdependence," the official publication of the League of Nations Society in Canada. In 1935, Inch resigned his post at the National Research Council to become the National Secretary of the League of Nations Society in Canada. There he served until the collapse of the League at the outbreak of World War II in 1939.

In 1942, Inch was commissioned by the Canadian Broadcasting Corporation (CBC) to prepare a series of programs entitled "Of Things to Come - Inquiry on the Post-War World." In 1943, Inch joined the Royal Canadian Army Service Corps, but never saw action in Europe. After the war, Inch was hired by his alma mater, Mount Allison University, to serve as Director of Alumni and Public Relations. He remained in Sackville from July 1945 through to 1967. In July 1967, Inch was hired by Brandon University as the Director of Extension and as a political science lecturer.

After retiring in 1972, Inch was active in the formation of the Canadian branch of Amnesty International. He would later become National Director Emeritus of the organization.

R.B. Inch died in Brandon, Manitoba on January 7, 1983.

H.S. PERDUE - Extension (Credit) (1970-1971)

Dr. Henry Stewart Perdue was born in 1904 near Souris, Manitoba. He graduated from Souris Collegiate in 1920. After working several odd jobs, Perdue entered Brandon College in 1924. He graduated with his B.A. in 1928. After graduation, Perdue was hired as a teacher in the Academic Department. He received his M.A. in 1930, and went on to receive his Ph.D. in Geology from the University of Chicago. In 1930, Perdue became the Director of the

Matriculation Department, as well as an Instructor in Geology. In 1931, he took over the position of Resident Master. In 1937, he married Ella May Higgins, who was the Resident Nurse. From 1938 until 1948, Perdue acted as Registrar of Brandon College.

In 1947, Perdue accepted the position on College Dean. This position ran until 1952, when it was changed to the position of Dean of Arts and Science. Perdue also held this position until 1962, when the office separated into the Dean of Arts and the Dean of Science. Perdue continued in the position of Dean of Science until 1967. After Dr. Evans' death in July of 1959, Perdue became acting President. He held this position from August 1959 until August 1960, when Dr. Robbins was appointed President. Perdue held the position of Director of Extension (Credit) from 1970-1971. He retired from teaching Geology in 1973. Dr. Perdue died on December 22, 1979 at the age of 75.

EVAN H. PEPPER - Extension (Credit) (1972-1974)

Evan H. Pepper was born in Windsor, Ontario. He received his BSc in Biology and Chemistry from the University of Detroit and his MSc and PhD from Michigan State University in the same fields. Pepper also attended the Henry Ford Trade School, the United States Brewer's Academy (Brewing Technology) and the Ryerson Institute (Instructional Technology). In 1945-1946 he served in the U.S. Merchant Marine, and from 1954-1956, in the U.S. Army.

From 1960-1962, Pepper was a technical coordinator for Ladish Malting Co. He began his academic career in 1962 as an Assistant Professor in the Department of Plant Pathology at North Dakota State University, leaving that position in 1967. From 1967-1988, he was an Associate Professor, and later a Professor (1971-1988) in the Department of Botany at Brandon University.

While at Brandon University, Pepper served on the Brandon University Senate, the Senate Executive Committee, the Extension Committee, the University Act Committee and the Senate By-Laws Revision Committee. He was also assigned as a liaison to Inter-Universities North (IUN) and helped to design the RN/RPN program (1970). Pepper's administrative duties included Director of Credit Extension, Director and designer of the FOCUS program and Chair of the Botany Department. In addition, he also taught, designed and developed several courses for the Biology and Botany Departments at Brandon University.

Evan Pepper retired in 1988. He died on March 27, 2013.

R. BRUCE MCFARLANE - Extension (Non-Credit) (1972-1973); Extension (Credit and Non-Credit) (1974-1976); Continuing Education (Credit and Non-Credit) (1977-1986); and Extension - acting (1990)

No biographical information yet.

B. WESTFALL - Extension (1987-1989)

Beth Westfall was born in Birmingham, England. Her undergraduate degree in European Studies was obtained from the University of Sussex; she recieved her Master's Degree in German from the University of British Columbia and her Ed.D. in adult education from Nova University.

Westfall came to Brandon University in January 1987, as the Director of Extension. Prior to that time she a director on a regional campus on the College of New Caledonia in British Columbia. She also had extensive experience in teaching basic adult education and English as a second language, and in facilitating women's support groups and communication skills workshops.

In September 1989, Westfall became Brandon University's Dean of Student Services. See RG

In September 1989, Westall became Brandon University's Dean of Student Services. See RG 6, series 12 (Student Services) for additional biographical information.

K. MATHEOS (1990 - 1997/1998)

Kathleen Matheos was appointed Director of the Office of Extension for a five year term effective September 1, 1990. Prior to coming to Brandon University, she was the Agricultural Distance Education Coordinator/Community Programs Division at Assiniboine Community College. In 1999, Matheos' title was changed to Director of the Education Technology Unit and ca. 2003 the Office of Extension was absorbed into Campus Manitoba. Matheos left Brandon University some time thereafter, and currently (January 2006) works for the Department of Extension at the University of Saskatchewan.

Scope and Content:

The series is divided into four sub series, including: (1) General files; (2) FOCUS; (3) Brandon University Art Exhibition Committee; and (4) Publications.

Notes: History/Bio information was taken from Brandon University calendars and an article in "The Quill" (January 9, 1986). Biographical information on R.B. Inch was taken from the finding aid for the R.B. Inch collection written by Matthew Palmer (2003). Biographical information on H.S. Perdue was taken from the "Brandon College finding aid" prepared by Karyn Riedel for McKee Archives in 1998. Biographical information for Evan H. Pepper was taken from his resume (given to the Archives in 2006). History/Bio information for Kathleen Matheos was taken from Campus News - July/August 1990.

Storage Location: RG 6 Brandon University fonds

Related Material: Additional material on R.B. Inch is located in MG 3 1.8 R.B. Inch collection.



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 4: Office of the vice-president

<http://archives.brandonu.ca/en/permalink/descriptions137>

Part Of: RG 6 Brandon University fonds

Description Level: Series

Series Number: 4

GMD: multiple media

Physical Description: approximately 7.84 m

History /

Biographical:

See RG 6, sub-series 4.1 Vice-President (Academic and Research) and 4.2 Vice-President (Administration and Finance) for history/bio information.

Scope and Content:

Series consists of records generated and collected by the Office of the Vice-President in the course of performing its functions. The fonds has been divided into two sub-series, including: (1) Vice-President (Academic and Research); and (2) Vice-President (Administration and Finance).

Notes: A portion (2.3 m) of the records in this series are unprocessed.

Storage Location: RG 6 Brandon University fonds

Arrangement:

Chronological.