

# S. J. McKee Archives



## John Chzyk - Business Administration

<http://archives.brandonu.ca/en/permalink/descriptions4775>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 20-22  
Accession Number: 24-2000  
GMD: textual records  
Date Range: 1987-1995  
Physical Description: 3 files

### Scope and Content:

Files consist of course evaluations, sabbatical documents, application and promotion documents, a performance review summary, correspondence, special leave documents. One file is titled "Chzyk promotion 1993".

Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts  
Box 2



## Lorna Kaufman - Business Administration

<http://archives.brandonu.ca/en/permalink/descriptions4782>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 31  
Accession Number: 24-2000  
GMD: textual records  
Date Range: 1993-1994  
Physical Description: 1 file

### Scope and Content:

File consists of application and appointment documents, course and performance evaluations.

Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts  
Box 2



## G.R.D. (Don) Campbell - Business Administration

<http://archives.brandonu.ca/en/permalink/descriptions4774>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 19  
Accession Number: 24-2000  
GMD: textual records  
Date Range: 1980-1992  
Physical Description: 1 file

### Scope and Content:

File consists of course evaluations, application and promotion documents, sabbatical documents, and retirement documents.

Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts  
Box 2



## Dr. C. Dennis Anderson - Business Administration

<http://archives.brandonu.ca/en/permalink/descriptions838>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 1  
Accession Number: 03-2005  
GMD: textual records  
Date Range: 1990-2004  
Physical Description: 1 file

### Scope and Content:

File consists of curriculum vitae, correspondence request for contract forms, and course information.

Name Access: Dennis Anderson  
Access Restriction: Restricted  
Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts



## Larry B. Hallatt - Business Administration - Seafam

<http://archives.brandonu.ca/en/permalink/descriptions4778>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 25  
Accession Number: 24-2000  
GMD: textual records  
Date Range: 1992-1993  
Physical Description: 1 file

### Scope and Content:

File consists of course evaluations, application and appointment documents, documents regarding research project - Manitoba Grow Bond, activities and teaching documents, and a copy of the Brandon University job posting.

Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts  
Box 2



## Wheat City Business College Hockey Club

<http://archives.brandonu.ca/en/permalink/descriptions14267>

Part Of: Joseph H. Hughes collection

Description Level: Item

Series Number: 3-1997.1

Item Number: 3-1997.1.69

Accession Number: 3-1997

Other Numbers: Hughes #67

GMD: graphic

Date Range: 1912

Physical Description: 9.25" x 7.25" (b/w)

Material Details: on matting

Physical Condition: Photograph is water stained

Scope and Content:

Photograph shows a group of 10 men, eight whom are wearing sweaters with the letters WCBC applied across the chest. The goalie is seated in a wooden chair and wears his goalie pads and skates. The four other players in the front row are also wearing skates and have their hockey sticks.

Notes: Writing on the front of the photograph mat reads: Wheat City Business College Hockey Club, 1912

Name Access: Wheat City Business College

Subject Access: portraits

Hockey

sports people & activities

team sports

team photos

Storage Location: Hughes oversize drawer

### Images

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## Minnedosa Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4811>

Part Of: RG 5 Western Manitoba Manuscript Collection

Description Level: Collection  
Accession Number: 11-2002  
GMD: textual records  
Date Range: 1953-1965  
Physical Description: 10 cm

History /

Biographical:

The Minnedosa Business and Professional Women's Club was organized on May 14, 1959. The group received its charter on September 15, 1959 at a ceremony that included guests from Minnedosa, Neepawa, Dauphin, Brandon, and Portage La Prairie. The first president of the club was Mrs. Julie Johnson. In September 1959 the club had 15 members. The Minnedosa Club became the thirteenth Business and Professional Women's Club chartered in Manitoba. The purpose of the club was to train and educate women in business and the professions and to promote women's participation in local, provincial, and national affairs. The club included many committees such as the Public Relations, Membership, Survey and Archives, Programme and Projects, Social and Courtesy, International Affairs, Budget and Finance, Federation Promotion, Personal Development, Public Affairs, and Resolutions, Legislation and Employment Committees. The Minnedosa Club held exhibitions, hosted guest speakers, observed Business Women's Week, and held workshops for all of the Business and Professional Women's Clubs in Manitoba on a few occasions. Over the years the club made many donations to the Minnedosa Museum, the Minnedosa Centennial Committee, and charities such as UNICEF, Ramallah Fund, Children's Aid, and United Way. The Minnedosa Business and Professional Women's Club was very concerned with the status of women in Canada and around the world. The Minnedosa Club disbanded in May 1980. After the disbanding of the club, the women who were involved in the club formed the Just For Fun Club.

Custodial History:

This fonds was accessioned by the McKee Archives in 2002. Previous custodial history is unknown.

Scope and Content:

Fonds is comprised mainly of four scrapbooks, which run from 1959-1979, 1959-1963, 1959-1964, and 1977-1979. The scrapbooks contain photos, newspaper clippings, Christmas cards, correspondence and programs. The clippings relate to Business and Professional Women's Clubs from around Manitoba, while focusing on the Minnedosa Club. Many of the clippings also focus on the status of women in Canada and the rest of the world.

Fonds also contains financial records and minutes from the years 1959-1980. There is also a copy of the club's bylaws, as well as monthly membership reports from 1976-1980. The fonds also includes a brief typed history of the Minnedosa Club, as well as other loose newspaper clippings, programs, songbooks, and correspondence. Finally, there are three guestbooks included in the collection. The first runs from 1959-1978. The second guestbook is from the Art and Ceramic Display and Tea, held on May 27, 1972. The third guestbook is from the Art and Ceramic Display and Tea, held on May 29, 1976.

Notes: CAIN No. 202581

Subject Access: Julie Johnson  
 Louise Card  
 Effie Macdonald  
 Mary Macdonald  
 Marion McCormick  
 Gladys Thompson  
 Town of Minnedosa  
 Minnedosa Business and Professional Women's Club  
 Canadian Federation of Business and Professional Women's Clubs  
 Manitoba Provincial Organization of Business and Professional Women's Clubs  
 Flin Flon Business and Professional Women's Club  
 Dauphin Business and Professional Women's Club  
 Brandon Business and Professional Women's Club  
 International Peace Gardens  
 women's clubs  
 women's issues  
 status of women  
 scrapbooks  
 newspaper clippings

Storage Location: 2002 accessions

Storage Range: 2002 accessions

Related Material: Brandon Business and Professional Women's Club (10-2002);  
 Minnedosa Business and Professional Women's Club (11-2002);  
 Neepawa Business and Professional Women's Club (12-2002); Trillium  
 Business and Professional Women's Club (2-2006).



## Neepawa Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4832>

Part Of: RG 5 Western Manitoba Manuscript Collection

Description Level: Collection

Accession Number: 12-2002

GMD: textual records

Date Range: 1955-1959

Physical Description: 2 cm

History /  
 Biographical:

It appears that the Neepawa Business and Profession of Women's Club was established in 1955. The president of the club in 1955, was Nora Day. The objectives of the club were to enhance the status of professional and business women and to promote contact between women in business and the professions. The club had seven committees, including: the United Nations, Newsletter, Emblem, Social, Programme, Publicity, and Membership Committees. The Neepawa Club attended provincial conferences of the Business and Professional Women's Clubs and observed Business Women's Week. The club also hosted conferences,as well as local luncheons and picnics.

Custodial History:

This fonds was accessioned by the McKee Archives in 2002. Previous custodial history is unknown.

Scope and Content:

Fonds consists of one scrapbook made by the club, which covers the years 1955-1959. The scrapbook includes newspaper clippings, programs, invitations, and lists of club officers from around the province. The scrapbook also includes the bylaws of the Neepawa Club. Many of the newspaper clippings relate to the status of women in Canada and around the world.

Notes: CAIN No. 202586

Subject Access: Effie Macdonald

Mary Macdonald

Louise Card

Nora Day

Neepawa Business and Professional Women's Club

Manitoba Business and Professional Women's Clubs

Brandon Business and Professional Women's Club

Flin Flon Business and Professional Women's Club

Portage Business and Professional Women's Club

Selkirk Business and Professional Women's Club

St. James Business and Professional Women's Club

Winnipeg Business and Professional Women's Club

International Peace Gardens

women's clubs

status of women

scrapbooks

newspaper clippings

Storage Location: 2002 accessions

Storage Range: 2002 accessions

Related Material: Brandon Business and Professional Women's Club (10-2002);  
Minnedosa Business and Professional Women's Club (11-2002);  
Neepawa Business and Professional Women's Club (12-2002); Trillium  
Business and Professional Women's Club (2-2006).



## Brandon Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4859>

Part Of: RG 5 Western Manitoba Manuscript Collection

Description Level: Collection

Accession Number: 10-2002

GMD: textual records

Date Range: 1932-1972

Physical Description: 20 cm

## History /

### Biographical:

The Business and Professional Women's Club of Brandon was created in November 1932. The club grew out of a meeting of business and professional women who were interested in forming an association. Guest speakers at the meeting were Miss Hilda Hesson, the Vice President of the Federation of Canadian Business and Professional Women's Clubs, and Miss F. Ingram, the President of the Winnipeg Business and Professional Women's Club. The objective of the Brandon club, according to its constitution, was the "promotion of educational, service, and social facilities for the business and professional women." The club consisted of active and associate members and belonged to the greater Canadian Federation of Business and Professional Women's Club. The first President of the club was Miss Margaret Gemmell, with approximately 80 women attended the club's first meeting. The club established sub-committees on a variety of subjects including current events, sports, bridge instruction, public speaking, dress making, photography, stitch craft, manual training, and physical culture. The club also put on exhibitions, participated in drama festivals, held rummage sales and an annual Christmas party. During the Second World War, it established a War Effort Department. This department organized activities such as sewing and knitting in support of the war effort. The War Effort Department also raised money for charities such as the Red Cross. During its meetings, the club often heard local and national speakers or watched films. Women of many different vocations joined the club including florists, teachers, salesclerks, nurses, and housewives. Over the years, additional departments were added to the club including those named poetry, pottery, woodcraft, and drama.

### Custodial History:

This fonds was accessioned by the McKee Archives in 2002. Previous custodial history is unknown.

### Scope and Content:

Fonds contains three small scrapbooks, which cover the years 1932-1939, 1939-1949, and 1950-1959, respectively. The scrapbooks contain newspaper clippings from the Brandon Sun, the Winnipeg Free Press, and the Flin Flon Daily Miner. The scrapbooks also contain exhibition and meeting programs from the Brandon Club. Fonds also contains meeting minutes for the years 1932-1972.

Notes: CAIN No. 202576

Subject Access: Miss Margaret Gemmel  
Miss Marjorie McKenzie  
Dr. Jane Turnbull  
Miss Muriel Bowen  
Miss Jessie Crawford  
Mrs. Robert Darrach  
Miss Margaret Clay  
Hilda Hesson  
Miss Jenny Gemmell  
City of Brandon  
Business and Professional Women's Club of Brandon  
Canadian Federation of Business and Professional Women's Clubs  
women's organizations  
women's clubs  
Manitoba women  
scrapbooks

Storage Location: 2002 accessions

Storage Range: 2002 accessions



Related Material: Brandon Business and Professional Women's Club (10-2002);  
Minnedosa Business and Professional Women's Club (11-2002);  
Neepawa Business and Professional Women's Club (12-2002); Trilliam  
Business and Professional Women's Club (2-2006).



## Trilliam Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4880>

Part Of: RG 5 Western Manitoba Manuscript Collection

Description Level: Collection

Accession Number: 2-2006

GMD: textual records

Date Range: 1948-1969

Physical Description: 12 cm

History /

Biographical:

The Trilliam Business and Professional Women's Club originated as The New Branch, Young Women's Business and Professional Club of Brandon in the spring of 1948. The club applied for membership in the Canadian Federation of Business and Professional Women's Clubs in June 1948. Like other chapters of the Canadian Federation of Business and Professional Women's Clubs, the Brandon chapter was committed to improving the status of women in business and professional life, developing the qualities of its members, furthering contacts between members of affiliated clubs, focusing public attention on the post-war work of women, and providing a non-partisan, non-sectarian basis for cooperation. During its existence the club undertook a variety of activities to promote these goals.

Custodial History:

Fonds was donated to the Daly House Museum in March 2005, by Freda A. Thompson of Minnedosa, Manitoba. Thompson had acquired the records from her sister Ada (Wareham) Mitchell who had served as recording secretary for the club. In June 2005, the Daly House Museum donated the records to the S.J. McKee Archives.

Scope and Content:

Fonds consists of scrapbooks dealing with the activities of the club from the date of its creation in 1948 through to 1969. A wide variety of items including correspondence, printed materials, photographs, newspaper clippings, and programs appear in the scrapbooks.

Notes: Description by Christy Henry.

Storage Location: 2006 accessions

Storage Range: 2006 accessions

Related Material: Brandon Business and Professional Women's Club (10-2002);  
Minnedosa Business and Professional Women's Club (11-2002);  
Neepawa Business and Professional Women's Club (12-2002); Trilliam  
Business and Professional Women's Club (2-2006).



## Budget - administration

<http://archives.brandonu.ca/en/permalink/descriptions3676>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 96

GMD: textual records

Date Range: 1968

Physical Description: 1 file

### Scope and Content:

File consists of information on administration for the Universities Grants Commission submission for 1969-1970 (events of 1968-1969).

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

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

Box 3



## Office administration

<http://archives.brandonu.ca/en/permalink/descriptions3946>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 358

GMD: textual records

Date Range: 1967-1971, 1977

Physical Description: 1 file

### Scope and Content:

File consists of correspondence, policies, copies of agreements, by-laws, memos and notices.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

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

Box 8



## Outlines of school administration

<http://archives.brandonu.ca/en/permalink/specialcollections1316>

Part Of: MG 2 2.15 George E Thorman Collection  
Collection: George E Thorman School Textbook Collection  
Creator: Perry, Arthur C. (Arthur Cecil), b. 1873  
Description Level: Item  
Item Number: Archives 11-999-28-741  
Item Number Range: Archives 11-999-28-741  
Responsibility: by Arthur C. Perry, jr  
Start Date: 1913  
Date Range: 1913  
Publication: New York : The Macmillan company  
Physical Description: viii, 452 p. : tables. ; 20 cm  
Notes: Includes Bibliography (p. 434-443) and index  
Subject Access: School management and organization  
Storage Location: Box 28 - Research, methods and manuals  
Storage Range: Box 28 - Research, methods and manuals



## Faculty-Administration brief

<http://archives.brandonu.ca/en/permalink/descriptions3206>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 2.1  
File Number: 12  
Accession Number: 06-2005  
GMD: textual records  
Date Range: 1970  
Physical Description: 1 file  
Scope and Content:  
File consists of a copy of the brief.  
Storage Location: RG 6 Brandon University fonds  
Series 2: Board of Governors  
2.1 Documents  
Box 1



## Faculty-Administration brief

<http://archives.brandonu.ca/en/permalink/descriptions3207>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 2.1

File Number: 13

Accession Number: 06-2005

GMD: textual records

Date Range: 1974

Physical Description: 1 file

Scope and Content:

File consists of a copy of the brief.

Storage Location: RG 6 Brandon University fonds  
Series 2: Board of Governors  
2.1 Documents  
Box 1



## Faculty-Administration brief

<http://archives.brandonu.ca/en/permalink/descriptions3208>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 2.1

File Number: 14

Accession Number: 06-2005

GMD: textual records

Date Range: 1976

Physical Description: 1 file

Scope and Content:

File consists of a copy of the brief.

Storage Location: RG 6 Brandon University fonds  
Series 2: Board of Governors  
2.1 Documents  
Box 1



## Institute of Public Administration

<http://archives.brandonu.ca/en/permalink/descriptions3633>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 55

GMD: textual records

Date Range: 1967

Physical Description: 2 files

### Scope and Content:

Files consist of member lists, invitations, correspondence, minutes, reports, pamphlets, and various papers/addresses from the 19th annual conference of the Institute of Public Administration of Canada.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

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

Box 2



## Institute of Public Administration

<http://archives.brandonu.ca/en/permalink/descriptions3784>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 202

GMD: textual records

Date Range: 1969

Physical Description: 1 file

### Scope and Content:

File consists of correspondence and MacKay's travel itinerary.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

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

Box 6



## Institute of Public Administration

<http://archives.brandonu.ca/en/permalink/descriptions3924>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 4.2  
File Number: 335  
GMD: textual records  
Date Range: 1970  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence.  
Storage Location: RG 6 Brandon University fonds  
Series 4: Office of the Vice-President  
4.2 Office of the Vice-President (Administration & Finance)  
Box 8



## Faculty administration briefs

<http://archives.brandonu.ca/en/permalink/descriptions4442>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: 15  
File Number: 43  
GMD: textual records  
Date Range: 1961-1976  
Physical Description: 2 files  
Notes: File divided July 14/06 (CMH).  
Storage Location: RG 6 Brandon University fonds  
Series XV: BUFA  
Box 4