

S. J. McKee Archives



Brandon College honor roll

<http://archives.brandonu.ca/en/permalink/descriptions4588>

Part Of: RG 6 Brandon University fonds
Description Level: Item
Series Number: 16.3
Item Number: 16
Item Number Range: 16
GMD: textual records
Date Range: ca. 1918
Physical Description: 1 item
Physical Condition: Some tears and water damage.
Scope and Content:

The Brandon College Honor Roll is a list of the Brandon College students who served and/or were killed, wounded, gassed or imprisoned during World War I.

Notes: Part of BU 16.3 Artifacts - other.

Name Access: Philippe Louys
William Leary
William Bolton
Lieut. Donald McNeill
Nelson McBride
Capt. W.M. Graham
J.A. Drennan
Lieut. Milton Donaldson
Lieut. Gordon Cummings
Ritchie McPherson
Andrew Cumberland
Capt. Arthur Hallam
Herman Ferrier
William Scott
Charles Rose
Arden Smith
Lieut. Arthur Hosie
Jas. Allan

Alan Avery
Robert Cruise
Orval Calverly
J.A. Maley
Joe. Scott

Lieut. Everett Stovel
Lieut. Wallace Sharpe
Chas. Bailey
Reuben Trumbell
Jasper Wolverton
L. Walton
M.B. McLaren
Geo. Henderson
W.F. Wilken
Capt. J.C. Bown
Henry Knox
Geo. Yeomans
Chas. Dutton
Wilfred H. Brown
John Hart
C.E. Adey
Frank McKenzie
Chas. Little
Frank Squair
Leslie Eyres
Ralph Phillips
Earl McDonald
V.G. Shillington
Capt. P.J. Moon
Oscar McFadyen
Geo. Bamford
Henry J. Davis
Lieut. Lloyd Stovel
Lieut. W. Carey McKee
Percy Underwood
Evan Davies
W.C. Scott
James Smith
S.H. Miskiman
R.W. McBain
Bruce Steele
Kerry Chambers
J.C. Kerr
C.H. Innis
J.W.B. Doucette
E.H.J. Vincent
R.M. Harwood
Earl Dixon
H.A. Irwin
M.E. Graham
Hugh Connolly

A.J. Milton
Lieut. S.H. Potter
Lieut. W.J. Deans
Lyle Douglas
Alden McIntyre
C.M. McIntyre
E.R. Grantham
R. Allen McKee
David H. Beaubier
Kenneth Campbell
Rae Smale
Wilfred C. Corestine
Beberly Leech
Ralph E. Mayes
J.S. Milton
Norman McDonald
Archie E. Smith
Clarence V. Warner
Wallace R. Donogh
Fred. R. Julian
Frank J. Noble
E.D. Pound
Elliott M. Dutton
Duncan D. Lindsay
D.W. McEwen
Robt. G. Robinson
Jas. B. Rowell
Hubert Staines
Jas. W. Warriner
Morley Armstrong
Lorne Hardaker
L.W. Roper
Cecil A. Young
J.W. Sleight
Kenneth Elliott
John H. Robertson
Capt. E.C. Stovel
Capt. H.S. Mullooney
Lieut. A.F. Menzies
J. Scheenau
Wesley Irvine
G. Sigurdson
Capt. H. Dennison
Milton C. Crozier
L.C. Saunders

Tom H. Harris
Albert Hughes
G.L. Jackson
A.R. Loughhead
W.J. Ross
A. Parker
Roy Doherty
Clare Connor
David Winton
Fraser McKinnon
Sgt. Percy Bucke
Frank Watson
Earl Braithwaite
Sgt. W.B. Cunningham
Joe. Thomson
Ed. H. Miskimmin
Hobart McPherson
John Cloutier
H.L. Gainer
Lietu. F. Freer

Storage Location: RG 6 Brandon University fonds
Series16: Brandon University/College artifacts
Storage Range: New oversize drawer 4



Brandon College honor roll

<http://archives.brandonu.ca/en/permalink/descriptions4594>

Part Of: RG 6 Brandon University fonds
Description Level: Item
Series Number: 16.3
Item Number: 18
Item Number Range: 18
GMD: textual records
Date Range: ca. 1945
Physical Description: 1 item
Physical Condition: Good

Scope and Content:

The item is a list of (then) current and former students of Brandon College who volunteered for active service with Canada's fighting forces in World War II. The former students have their graduation year following their names. Those students who went missing on active service, died on active service or were killed on active service are identified.

Adams, Gavin R.; Armstrong, A.R.; Arthurs, J.; Bailey, E.J.; Bainard, H.E.; Ball, F.; Ballard, F.R.; Baynton, W.; Beamish, R.; Beaton, A.; Bell, G.L.; Blair, K.; Bliss, E.H.; Bird, F.L.L.; Bolton, W.; Bolton, F.; Boreskie, J.; Bowen, E.M.; Bowman, F.; Brooks, M.; Brooks, T.L.; Brown, R.; Brown, ?W.; Brown, H.J.; Buckham, J.A.; Buckingham, L.W.; Bullard, W.; Buckham, R.H.; Burns, W.; Buss, J.P.; Chalmers, A.; Camerson, H.; Carlson, D.; Carruthers, E.P.; Catt, A.W.; Chalmers, G.; Chant, R.; Christilaw, E.G.; Clark, H.P.; Coach, W.H.G.F.; Condell, J.; Cordingley, D.C.; Cowan, F.; Cowie, J.W.J.; Crandall, W.N.; Crerar, D.; Crosbie, G.F.; Cristall, D.; Cuff, L.; Cumming, G.M.; Carter, A.B.; Daly, G.; Davis, R.; DeMarsh, H.R.; Dempsey, J.W.; Derby, A. I.; Dickson, J.M.; Dinsdale, W.G.; Driver, E.T.; Downing, D.; Donovan, S.; Dinsdale, O.; Edge, W.H.; Edmison, J.N.; English, M.A.; Fahrig, R.B.; Forbes, R.C.; Fraser, W.; Fraser, B.; Fraser, W.B.; Frith, R.; Gardiner, E.G.R.; Gibson, J.; Gilson, E.; Gilson, E.R.; Glinz, L.A.; Goodwin, F.L.; Goodwin, W.C.O.; Gordon, J.P.; Gorrie, W.A.; Grant, G.; Graham, J.; Hamilton, C.J.A.; Hamilton, G.; Hargreaves, W.; Harwood, W.R.; Harwood, J.; Harris, D.G.; Henderson, J.; Hewitt, R.; Hickling, M.; Higenbottom, G.A.; Hoglin, P.; Hoover, O.; Humphrey, K.L.; Humphries, F.J.; Hunter, E.; Hunter, E.M.; Hyndman, R.A.; Hunter, W.; Irwin, D.; Jacobs, A.L.; Johnson, D.C.; Johnston, G.P.; Jones, R.; Kaufman, E.S.; Kerr, A.F.; Kerr, R.H.M.; Kennedy, F.; Kennedy, J.; Keppel, J.A.C.; King, E.; Kitson, C.A.; Klenman, P.K.; Knipfel, D.O.; Knowlton, C.G.; Knight, A.C.; Kristinson, J.A.; Koropatnick, N.; Lamont, D.M.; Leaming, S.; Lawson, G.; Leary, W.A.; Lee, D.H.; Leybourne, M.; Longphee, G.E.; Lynd, N.; Mackay, D.; Malcomson, W.; Mann, G.W.; Maxwell, R.A.; Maylott, E.T.; McCulloch, R.G.; McGill, L.H.; McGregor, G.M.; McGregor, J.; McIntosh, R.; McKay, B.D.G.; McKinnon, N.K.; McLeod, A.J.; McMurdo, A.C.; McNeill, D.; McNeil, R.C.; Meadow, A.A.; Miller, J.; Mooney, J.W.; Muirhead, J.; McPee, M.D.; Neelin, J.E.; Nelson, W.K.; Nixon, S.L.; Oglesby, R.B.; Old, Gerald; Olver, Glenn; Orr, W.E.; Patterson, G.W.; Peech, N.; Penton, N.; Penton, T.; Pentland, H.C.; Popkin, J.W.; Poyser, L.E.; Price, L.; Prugh, J.S.; Rabinovitch, D.; Reider, A.; Reynolds, G.; Riesberry, D.L.; Roberts, L.; Robinson, C.; Robson, E.; Rosenberry, W.; Rowe, E.S.; Ruttan, C.G.; Scott, C.; Scott, G.; Searle, S.H.; Segsworth, T. C.; Sharpe, V.; Shaw, D.E.; Shaw, H.D.; Shewan, M.; Shirley, C.; Simpson, F.; Smellie, R.C.; Smith, D.S.; Snider, C.; Snider, D.M.; Sparrow, N.; Spearin, N.; Stapleton, J.; Stapleton, J.W.; Stark, D.D.; Stein, S.; Stinson, E.W.; Stone, F.M.; Strachan, C.; Sutherland, G.; Sykes, J.D.; Sykes, J.F.; Sykes, D.G.; Smith, J.K.; Taylor, A.M.; Taylor, B.; Taylor, G.J.; Taylor, G.R.; Taylor, J.L.; Tennant, H.J.; Thomas, H.; Thompson, H.; Thorman, C.E.; Tinline, D.C.; Tolton, G.; Trotter, H.A.; Trotter, J.B.; Umphrey, H.L.; Varcoe, H.R.; Volkers, B.; Warren, G.H.; Watson, G.; Wesley, D.; White, W.H.; Wickett, G.; Wilkins, S.J.; Williamson, J.R.; Wilde, K.; Witcher, C.; Wityck, P.; Wright, J.R.; Wood, J.; Yates, J.E.; Young, J.E.M.; Young, L.H.

Notes:	Part of BU 16.3 Artifacts - other.
Storage Location:	RG 6 Brandon University fonds Series16: Brandon University/College artifacts 16.3 Artifacts - other New oversize drawer 4
Storage Range:	New oversize drawer 4



Brandon College

<http://archives.brandonu.ca/en/permalink/descriptions4532>

Part Of: Alfred Angus Murray McPherson collection

Description Level: Box

File Number: 9.1 - 9.18

Accession Number: 21-2006

Other Numbers: Box I

GMD: textual records

Date Range: 1938-1952

Scope and Content:

Contains the following files:

9.1 Class list and lost alumni 1941-1948

9.2 "Spectrum" April 1944

9.3 "The Sickle" 1941-1945 (missing 1944)

9.4 Graduation programmes 1927, 1940-1952 (includes photo of Arts Banquet, Brandon College 1942)

9.5 "The New Era" 1947

9.6 Murray McPherson diary 1942

9.7 The Quill and The Sickle account book [1939-1941]

9.8 Brandon College documentation 1942-1943

9.9 Calendar 1940-1941

9.10 Murray McPherson's notes 1938-1939 (Brandon Collegiate)

9.11 Brandon College notes [1941-1944] (2 files)

9.12 Commencement programme 1944

9.13 Brandon College commencement programmes 1944, 1945, 1952 (also contains 1937-1938 Brandon College calendar and a copy of "S.J. McKee of Brandon College" by Tommy McLeod)

9.14 Physics notes [1942]

9.15 Murray McPherson - math and physics notes 1943

9.16 Murray McPherson - math notes 1944

9.17 Murray McPherson account book 1938-1940 (Brandon Collegiate)

9.18 Miscellaneous pamphlets re: Brandon College and hockey 1909 - ca.1945 (including Student Handbooks 1940-1944 and the 1913 convocation programme, the 1909 Manitoba Amateur Hockey Association constitution, pamphlets from The Boys' Brigade and a pamphlet with etiquette and manner advice for teenagers)

Notes: Part of the Alfred Angus Murray McPherson collection.

Storage Location: Alfred Angus Murray McPherson collection
Box 7



History - Brandon College

<http://archives.brandonu.ca/en/permalink/descriptions3424>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 2.4

File Number: 79

GMD: textual records

Date Range: 1968-1975

Physical Description: 1 file

Scope and Content:

File consists of correspondence, news releases, histories for various departments, individuals and services at the College/University, and a mailing list.

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.4 Correspondence and subject files
Box 5



Brandon College Inc.

<http://archives.brandonu.ca/en/permalink/descriptions4338>

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

Description Level: Sub-series

Series Number: MG 5 1.1

GMD: textual records

Date Range: 1929-1968

Physical Description: 15.9 cm

History /

Biographical:

A.E. McKenzie was involved with Brandon College from its very beginnings. He was present at the cornerstone-laying ceremony of the Brandon College Building in July of 1900; he became a member of the Brandon College Endowment Committee in 1918; the following year he was on the Finance Committee. By the mid-1920's, he was a member of the Board of Directors of the College. In 1928, he was part of a group that convinced the Baptist Union of Western Canada, the principal funding body for the College, to provide money towards reducing the College's accumulated deficit. McKenzie and other members of the College Board had advised the Union that they were developing an endowment plan to provide continuing financial support for Brandon College.

In 1931, Mr. McKenzie organized the Brandon Board of Trade to help save the College when the Baptist Union indicated its intention to withdraw financial support to the College. When efforts to have the City of Brandon provide financial resources to the College failed, A.E. McKenzie organized the Brandon Citizen's Campaign to raise enough money to enable the College to open the next year.

In 1938, when the Baptist Union did withdraw support from the College, McKenzie offered to establish a \$100,000 endowment, which he later raised to \$300,000, to ensure the continuation of the College. On August 1 of the same year, the Board of Trade, of which McKenzie was a member, set out to raise \$15,000 to match the offer the government had made to the College. In September 1938, McKenzie increased his endowment again, this time to \$500,000. As a result, of McKenzie's endowment and the fundraising efforts of the Board of Trade the charter establishing Brandon College Incorporated was approved on April 17, 1939.

Custodial History:

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

Scope and Content:

This sub-series includes correspondence between McKenzie and Lowes with various government officials - Duff Roblin, Hon. George Johnson, Hon. Stewart E. McLean and Comptroller-General George D. Iiffe. There is also correspondence with the company lawyer, William Johnston. Documents within the series consist of the Act to Incorporate Brandon College, Inc. and Bill 86, as well as an indenture and an agreement between C.S. Eaton, G.C. Edwards, A.E. McKenzie, D.H. Hudson and E.J. Tarr. There are also a number of documents written by McKenzie that were presented to the Brandon College Board of Directors. Brandon College Inc. resolutions regarding the McKenzie Foundation are also included.

The sub-series has one sub sub series: MG 5 1.1.1 History of Brandon College Inc.

Storage Location: RG 3 A.E. McKenzie Seed Co. Ltd. fonds
 MG 5 A.E. McKenzie fonds



Brandon College Bulletin

<http://archives.brandonu.ca/en/permalink/descriptions4735>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 12.4

GMD: textual records

Date Range: 1917-1937 (not inclusive)

Physical Description: 1.5 cm

History /

Biographical:

The Brandon College Bulletin was a forerunner to the current Brandon University annual report. Nothing else is known about its origins. The publication was a product of the Brandon College Board of Directors.

Scope and Content:

Sub-series consists of copies of the Brandon College Bulletin for: 1916, 1917, 1918, 1919, 1922, 1923, 1924, 1925, 1926, 1931, 1934, 1935, 1936 and 1937.

Storage Location: RG 1 Brandon College fonds
Series 12: Brandon College publications



The Brandon College Gazette

<http://archives.brandonu.ca/en/permalink/descriptions5088>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 12.7

GMD: textual records

Date Range: 1937-1938

Physical Description: 1 file

Scope and Content:

Sub-series consists of copies of The Brandon College Gazette, including: Vol. 1, No. 4 (May 11, 1937); Vol. 2, Nos. 1-4 (May 2, May 5, May 9, and May 11, 1938). It also includes a document entitled "Hand 'Bill' The Stick." This document is an endorsement of Bill Potoroka as a nominee for the position of Senior Stick.

Storage Location: RG 1 Brandon College fonds
Series 12: Brandon College publications



Brandon College/University calendars

<http://archives.brandonu.ca/en/permalink/descriptions151>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 6.6

GMD: textual records

Date Range: 1900-2005

Physical Description: 1.40 m

Physical Condition: Generally good

History /

Biographical:

The University Calendar is the authoritative statement of the institutional structure, faculty and staff, and academic program of Brandon University. Since the creation of the College in 1900, calendars have been produced annually, with only a few exceptions, by the Registrar's Office.

Up until 1991-1992, the calendar was called the general calendar. In 1991-1992, it was called the undergraduate general calendar. Beginning in 1992, the calendar was produced every two years instead of annually, except for 1998-1999, until 2003. The 1992-1994 calendar contains both the undergraduate and graduate general calendars, and starting in 1994 a separate undergraduate and graduate calendar was produced.

Custodial History:

The Brandon College/University calendar was produced by the Registrar's Office. Individual copies of the calendar were held by the Registrar's Office until their transfer to the University Archives.

Scope and Content:

The sub-series consists of general calendars, general undergraduate and graduate calendars, as well as calendars for the School of Music, the Faculty of Education, and for spring and summer sessions. It has been divided into three sub sub series, including: (1) Calendars - bound archival copies; (2) Calendars - researcher's copies; and (3) Calendars - miscellaneous.

Notes: The Registrar, acting in his/her capacity as Secretary of Senate, is responsible for the production of the University calendar.

Subject Access: Academic programs

departments

administrative staff

board members

history

faculty

Accruals: Further accruals are expected.

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

Arrangement:

Chronological



Brandon College Ministerial Association

<http://archives.bradonu.ca/en/permalink/descriptions4268>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.17

GMD: textual records

Date Range: 1919-1921

Physical Description: 1 cm

Scope and Content:

This book contains the minutes from meetings of the students' ministerial association.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Brandon College library - minutes

<http://archives.bradonu.ca/en/permalink/descriptions4292>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 15.1

GMD: textual records

Date Range: 1912-1967

Physical Description: 14 cm

Scope and Content:

The sub-series contains the minutes from Library Committee meetings. There are also minutes from the meetings of various sub-committees such as the Open Shelf Sub-Committee and the Sub-Committee on Apportionment of Library Funds. Includes minute books and files.

Storage Location: RG 1 Brandon College fonds

Series 14: Brandon College Library



History of Brandon College Inc.

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

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

Description Level: Sub sub series

Series Number: MG 5 1.1.1

GMD: textual records

Date Range: 1961-1963

Physical Description: 8.9 cm

History /

Biographical:

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

Custodial History:

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

Scope and Content:

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

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

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

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

MG 5 A.E. McKenzie fonds

1.1 Brandon College Inc.



Brandon College miscellaneous publications

<http://archives.brandonu.ca/en/permalink/descriptions4737>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 12.6

GMD: textual records

Date Range: 1914-1929

Physical Description: 1 cm

History /

Biographical:

This is an artificially created sub-series.

Scope and Content:

Sub-series Brandon College track and field programs for 1920 and 1922; two copies of Brandon College songs and yells, along with a typed copy of the class song for the class of 1929; a copy of the Brandon College students' directory for 1914-1915; and a donations pamphlet for the Brandon College Students' Memorial Gymnasium ca. 1918.

Notes: Located on the front page of the Memorial Gymnasium pamphlet is a proposed campus development plan showing the site of the proposed gymnasium, with other additional facilities including: a science building, a library/chapel, a conservatory, and a new women's residence.

At the front of the Brandon College songs and yells is a copy of the Brandon College Students' Association constitution.

The students' directory contains the constitution of the Literary Society, and a newspaper clipping regarding the death of Dorothy Nelson (nee Werthembach), former Dean of Women at Brandon College 1934-1935.

Storage Location: RG 1 Brandon College fonds
Series 12: Brandon College publications



BC 5: Brandon College Senate

<http://archives.brandonu.ca/en/permalink/descriptions4247>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 5

GMD: textual records

Date Range: 1900-1967

Physical Description: 60 cm

The Brandon College Senate was created in 1900 under "An Act to Incorporate Brandon College." At the time, however, the Senate was not given a clear policy mandate. The Act stated: The Professors in said College, together with three members of the Board of Directors nominated by the said Board for that purpose, shall constitute the Senate, to whom shall be entrusted the reception, academical superintendence and discipline of the students and of all other persons within the said College.

Despite general authority over the discipline of students, measures to enforce discipline and the power to appoint or remove professors rested with the Baptist Convention. As a result, the Senate remained largely ineffective until 1910 when the Board re-defined their function as follows: The Senate be composed of the Council of the College together with three members appointed by the Board of Directors. That this body shall be responsible for all matters that concern the determination of the curriculum, the recommendations to the Board regarding appointments of instructors in subjects otherwise specifically assigned to individual members of the several faculties.

These new powers provided the Senate with a rational boundary of authority including some control over the curriculum, but its main function was still recommendations to the Board on matters concerning faculty. There are no known documents regarding the Brandon College Council, which existed from 1910 to 1915. Affiliation with McMaster was a contentious issue with faculty. Courses had to correspond with those in McMaster, effectively eliminating the Brandon College Senate from its authority over academic matters.

In 1915 the Senate was re-organized following the "Act to Amend An Act to Incorporate Brandon College." With this reorganization the Senate assumed a more direct role in the selection of faculty and tutors. As well, the Senate became a stronger advisory body of the faculty.

The Brandon College Senate remained relatively unchanged until 1939 when, under by-law 1, the Board defined the Senate functions as:

Power to regulate instructions and to determine the methods and limits of instructors.

To prepare a calendar of the College for publication.

To recommend to the Board the establishment or abolition of, or any changes in departments, chairs, lecture-ships, bursaries, scholarships and prizes, and generally have charge of all matters of an academic character, but shall not have any power to incur any expenditures or liabilities on behalf of the Corporation until specifically authorized by resolution of the Directors, nor shall their powers be construed as authority to engage teachers for the Corporation.

Along with these functions the Senate was also the body that possessed the binding authority to deal with all academic grievances.

The Senate under the new Charter and by-law 1, consisted of the President, Chairman of the Board, seven members from the faculty (including President and Registrar), and six members from the Alumni. The Registrar was to act as Secretary.

The Senate was changed once more in 1959. This change led to a more significant role in the administration of Brandon College.

Scope and Content:

These records consist mainly of minutes from various faculty council and executive meetings from 1900 to 1942 including Arts, Science and Theology faculties. Included as well are Minutes of the Ministerial Committee of the Baptist Union of Western Canada As well, there are University of Manitoba Senate Minutes dating from 1950 to 1958.

Storage Location: RG 1 Brandon College fonds
Series 5: Brandon College Senate



Brandon College Student Association records

<http://archives.brandonu.ca/en/permalink/descriptions4262>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.12

GMD: textual records

Date Range: 1948-1957

Physical Description: 1.5 cm

Scope and Content:

Consists of the BCSA constitution, electoral procedure documents, nomination forms, the Brandon College Crests and Awards Board constitution, the Brandon College Finance Board constitution, the Brandon College Athletic Board/Athletic Council constitution, the Brandon College Board of Publications constitution, the Brandon College Literary Board constitution, the Sigma Mu constitution, and BCSA statistical summary of Committee meetings.

Subject Access: club constitutions

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



BC 12: Brandon College publications

<http://archives.brandonu.ca/en/permalink/descriptions4279>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 12

GMD: textual records

Date Range: 1910-1967

Physical Description: 6 cm (excluding The Quill, The Sickle, Student Handbooks and The Spectrum)

History /

Biographical:

See sub-series descriptions for History/Bio information on:

The Quill

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.3 (The Quill))

The Sickle

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.1 (The Sickle))

Student Handbooks

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.2 (Student Handbooks))

Brandon College Bulletin

(RG 1 Brandon College fonds, series 12 (Brandon College publications), 12.4)

Brandon Reflections

(RG 1 Brandon College fonds, series 12 (Brandon College publications), 12.5)

The Spectrum

(RG 6 Brandon University fonds, series 14 (BUSU), sub-series 14.5 (publications), 14.5.1.3 (The Spectrum))

Scope and Content:

Series consists of magazines, newspapers, yearbooks, bulletins and directories published by Brandon College. It has been divided into seven sub-series, including: (1) The Quill; (2) The Sickle; (3) Brandon College Student Handbook; (4) Brandon College Bulletin; (5) Brandon Reflections; (6) Miscellaneous Brandon College publications; (7) The Brandon College Gazette; and (8) The Spectrum.

Notes:

Although many of the records in this series are part of RG 1 Brandon College fonds, it was decided administratively, because of the continuity with Brandon University and the ongoing character of the records, to locate the Quill, the Sickle (and the Spectrum) and the Student Handbooks within RG 6 Brandon University fonds as part of series 14 (BUSU), sub series 14.5 (BUSU publications).

Storage Location:

RG 6 Brandon University fonds
Series 14: BUSU
14.5 BUSU publications

RG 1 Brandon College fonds
Series 12: Brandon College publications

Related Material:

RG 6 (Brandon University fonds), series 14 (BUSU), sub series (BUSU publications).

Arrangement:

Due to the relocation of the Quill, the Sickle, the Student Handbooks and the Spectrum within RG 6 Brandon University fonds, sub-series' 12.1, 12.2, 12.3 and 12.8 do not exist within the arrangement of RG 1 Brandon College fonds.



BC 15: Brandon College library

<http://archives.brandonu.ca/en/permalink/descriptions4291>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 15

GMD: textual records

Date Range: 1912-1967

Physical Description: 33 cm

History /

Biographical:

From the very beginning, Brandon College has maintained library services for its students. A professor was put in charge of the library, although in the beginning it was little more than an empty shelf in a cabinet. As it grew, there became more of a need for an administrative body. A Library Committee was created in order to keep the library running smoothly. With the construction of the A.E. McKenzie Building in 1960 came a permanent resting place for the Brandon College Library.

Scope and Content:

The records include a 3 cm book of Library of Congress Card Orders of Recent Publications from 1957 to 1960. As well, there are applications for employment, minutes from the Library Committee and Sub Committees. There is also correspondence from the Director of Library Services and accession records.

Series has been divided into three sub-series, including: (1) Minutes; (2) Director of Library Services; and (3) Library Accession Records.

Storage Location: RG 1 Brandon College fonds
Series 15: Brandon College Library

Related Material: RG 6 (Brandon University fonds), series 8 (Brandon University Library Services).



Brandon College library - accession records

<http://archives.brandonu.ca/en/permalink/descriptions4294>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 15.3

GMD: textual records

Date Range: 1899-1965

Scope and Content:

Sub-series consists of accession records listing the accession number, author, title, publisher, cost and "source" for each book accessioned into the Brandon College Library. It includes a total of 10 accession catalogues covering the period December 1899 - June 1965: 2 accession catalogues (12x18x5) and 8 accession catalogues (9x12x .75 cm)

Storage Location: RG 1 Brandon College fonds
Series 15: Brandon College Library



Pension plans for Brandon College and University

<http://archives.brandonu.ca/en/permalink/descriptions4447>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 15

File Number: 48

GMD: textual records

Date Range: 1967-1974

Physical Description: 1 file

Scope and Content:

File consists of various pension/insurance/retirement plans, correspondence and the constitution of the Brandon University Pension and Insurance Benefits Committee.

Storage Location: RG 6 Brandon University fonds

Series XV: BUFA

Box 5



Brandon College/Brandon University Women's Auxiliary fonds

<http://archives.brandonu.ca/en/permalink/descriptions14290>

Part Of: RG 1 Brandon College fonds

Description Level: Fonds

Accession Number: 18-2016

GMD: textual records

Date Range: 1955-1975

Physical Description: 24 cm of textual records

3 scrapbooks containing newspaper clippings

History /

Biographical:

The Brandon College/Brandon University Women's Auxiliary was founded on February 17, 1955, with the purpose of a) foster[ing] good public relations between the university and the community, and to stress the importance of Brandon University to Western Manitoba; b) to gain a better knowledge of the functioning of Brandon University and; c) to improve the surroundings of the College/University's students and the university at large. They were to hold four regular meetings per annum, with an annual meeting in April, and one fund-raising tea a year. The organization raised money through these teas, as well as through receptions, with the intention of donating to the college/university and surrounding community, contributing to the furnishing of residences and offices at the college/ university, as well as facilitating an annual community visitation day for the public to tour the university. The organization's name was change from the Brandon College Women's Auxiliary to the Brandon University Women's Auxiliary along with the renaming of the school itself on July 1, 1967. The organization was sometimes referred to simply as the Women's Auxiliary.

The Auxiliary was run by an elected President and Board of Executives. Its members, who were all mothers of Brandon College/Brandon University students, paid an annual membership fee. Subcommittees within the organization included those in charge of social organization, membership management, program management, phoning management, press and publicity management and project management; all of these were fronted by their own individual leaders from within the members, under the board of executives. The organization ceased meeting in 1975; the minutes from the final meeting reference difficulties filling executive offices before a motion was carried to disband.

Custodial History:

Records were created and held by the Brandon College/Brandon University Women's Auxiliary until their dissolution on October 23, 1975, when a motion was passed to move the records to the McKee Archives.

Scope and Content:

Fonds consists of records that relate to the organization of and activities coordinated by the Women's Auxiliary, as well as records detailing the contribution that the organization made to the university and community of and around Brandon. The records span the entire existence of the Women's Auxiliary from 1955 to 1975.

Records include meeting minutes, treasurers' statements, financial bookkeeping, correspondence, a copy of the constitution, records of members, members' addresses and phone numbers, lists of members' children attending school and their respective degree, lists of council members, event memorabilia, organization letter heads, donation receipts, newspaper clippings, advertisements, publicity reports, meeting reports, visitation records, scrapbooks and scrapbook inventories.

Notes: History/Bio information taken from the records. Description by Kayliegh Penner (October 2016).

Name Access: Mrs. R.B. Alexander
Mrs. Cumming
Mrs. R.G. McDiarmid
Mrs. R.K. Leiteh
Mrs. Wesley Nelson
Mrs. Robert Ghidorie
Mrs. Barney Thordarson
Kathleen Thordarson
Mrs. Stuart Craig
Mrs. Doris Hunt

Subject Access: centennial visitation day
 women's organizations

Storage Location: 2016 accessions

Related Material: Brandon University photograph collection (Observatory Opening)
 Spring 1955 Alumni News (report on the founding of the organization)

Arrangement:

Records are arranged in chronological order in four (4) subseries: 1) treasurer's books; 2) minute books; 3) textual files; and 4) scrapbooks and miscellany



BC 1: Brandon College Board of Directors

<http://archives.brandonu.ca/en/permalink/descriptions4237>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 1

GMD: textual records

Date Range: 1899-1967

Physical Description: 78.5 cm

History /

Biographical:

The "Act to Incorporate Brandon College" was assented to on June 1, 1900 and specified that the Board of Directors would consist of 21 members. The Board was to control all financial matters of the College, though all decisions had to meet the approval of the Baptist Convention.

The first officers of the Board were a Chairman, a Treasurer and a Secretary. The minutes also refer to a "President," separate from the Principal, but does not define the President's duties. The Principal was a member ex-officio of the Board. The first duty of the Board was to create an executive consisting of all Brandon members of the Board. The main function of the executive was the operation of the College and transaction of all business arising between Board meetings.

In pursuit of a separate university charter, the Board reorganized its affairs in 1910, appointing an investment committee, a Bursar and a Registrar. The Principal was renamed "President," and was appointed Chairman of the Executive. The university charter was denied, leading the Board to seek affiliation with McMaster University. The Board of Directors during this time was forced to take a more active role in directing college affairs. In November 1910, the Board moved: ...that the officers of the Board be authorized to make such application for such amendments to the Charter as seem necessary and advisable.

This decision led the Board to draw up the Act to Amend An Act to Incorporate Brandon College which, by 1915, granted the Board authority over all College affairs, following the stated direction of the Baptist Convention.

On May 5, 1916 a nominating committee was struck to name the persons and mandate of all new committees.

During the existence of the Board prior to 1967 the following committees were created:

EXECUTIVE COMMITTEE

In 1918, the Board defined the functions of the Executive Committee as:

The Board of Brandon College shall at its organization meeting each year appoint from among its members an Executive of not less than seven in number. The Executive shall be responsible to the Board and shall exercise all the powers usually incidental to an Executive other than those delegated to the Finance Committee and Endowment Fund Committee, which two Committees shall also be responsible to the Board direct.

FINANCE COMMITTEE, 1918-1926

The Finance Committee was to consist of no fewer than seven members which:

...shall be responsible to the Board and shall under the Board have the general oversight and control of the financial policy of the College insofar as the raising of funds is concerned. The Finance Committee shall not have the power to make any expenditures except such as it may deem necessary to incur in connection with its efforts in raising funds. The Finance Committee shall report to the Board of the College at each meeting of the Board and for the purpose of keeping the Executive in close touch with its activities and of enabling the two committees to work in closest cooperation shall transmit to the Executive a copy of the minutes of each of its meetings to be read at the regular meetings of the Executive and shall give account of the progress made by the Finance Committee and generally of its plans for the future. Members of the Finance Committee shall not all necessarily be members of the Board.

ENDOWMENT FUND COMMITTEE, 1918-1926

The Endowment Fund Committee was created by the following resolution:

The Board of Brandon College shall at its Organization Meeting each year appoint an Endowment Fund Committee which shall under the Board manage the Endowment Fund and direct the re-investment of its principal. The Endowment Fund Committee shall consist of not less than three members who shall not all necessarily be members of the Board.

The creation of the latter two committees was significant because it was the first time that Brandon citizens, not necessarily Baptists, were brought into the administration.

HOUSE AND GROUNDS COMMITTEE, 1923-1926

NEW INSTRUCTORS COMMITTEE, 1923-1936

ADVERTISING COMMITTEE, 1923-1936

BUSINESS ADMINISTRATION AND ENDOWMENT COMMITTEE, 1926-1936

TEACHERS COMMITTEE, 1929-1936

GENERAL PUBLICITY COMMITTEE, 1930-1936

By 1936, however, all Committees were abandoned as Brandon College struggled for its financial survival. After the Baptist Convention withdrew all of its support in 1938, a Provisional Board was established through the Brandon Board of Trade to negotiate with the government for the transfer of Brandon College to the Government of Manitoba. The provisional board succeeded in gathering the needed support for government intervention, and resurrected the College under "An Act to Incorporate Brandon College Incorporated."

The new Board of Directors was appointed October 11, 1939 during a general shareholders meeting. The officers of the Board were a Chairman, a Secretary and a Treasurer. There were

meeting. The members of the Board were a Chairman, a Secretary and a Treasurer. There were also six new standing committees appointed, with mandates listed under clause 16 of by-law 1:

FINANCE COMMITTEE, 1939-1967

... whose duty it shall be to oversee the finances of the Corporation and make recommendations to the Board as to investments of Monies received for endowment or scholarship purposes, and to prepare and submit the annual budget.

PROPERTY COMMITTEE, 1939-1967

... who shall have general supervision of the real and personal property of the Corporation.

ENROLLMENT COMMITTEE, 1939-1967

... whose duty shall be to obtain a student body for the College, to co-operate with the President and Faculty for such purpose and report to the Board as may be required from time to time.

FACULTY COMMITTEE, 1939-1967

... whose duty shall be to make preliminary arrangements for the engagement of teachers and who shall make recommendations to the Board for consideration in the engagement of such teachers.

MEMBERSHIP COMMITTEE, 1939-1967

... whose duty shall be to maintain the membership of the Corporation and see that proper records of the same are maintained.

ENDOWMENT COMMITTEE, 1939-1967

... whose duty shall be to obtain endowments for the future operation of the College and to obtain gifts for scholarship purposes.

In 1942 the Public Relations and Progress Committee was established and a Public Relations Officer was hired. A Consultant Committee was appointed in 1948 with the sole purpose of overseeing the transfer of McKenzie Seeds to the provincial government for financial support through the McKenzie Foundation.

Scope and Content:

Series consists mainly of minutes of meetings and correspondence between various Board members and the College. It is a very detailed and descriptive compilation of the decision-making processes at a higher education institution. There are copies of minutes from the Executive Committee amongst the general Board Minutes. Series also contains a copy of an appraisal of Brandon College Inc. by the General Appraisal Company Ltd. (Vancouver) completed in 1957.

Storage Location: RG 1 Brandon College fonds
Series 1: Board of Directors

Arrangement:

Series has been divided into one sub-series: (1) Minutes of General Board Meetings.