

# S. J. McKee Archives



## 4 year program information

<http://archives.brandonu.ca/en/permalink/descriptions4491>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 15

File Number: 88

GMD: textual records

Date Range: 1973-1974

Physical Description: 1 file

Scope and Content:

File consists of notices, memos and information for 4 year programs in Education, Arts, Science and Economics.

Storage Location: RG 6 Brandon University fonds

Series XV: BUFA

Box 8



## 1990 Office Expenses

<http://archives.brandonu.ca/en/permalink/descriptions5988>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: MG 3 1.14.1

File Number: 1042

GMD: textual records

Date Range: 1990

Physical Description: 1 file

Scope and Content:

File consists of correspondence

Storage Location: RG 6 Brandon University fonds

MG 3 Brandon University Teaching and Administration

1.14.1 W. Leland Clark - political career

Box 43



## A.C.U. housing officers

<http://archives.brandonu.ca/en/permalink/descriptions3669>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 90

GMD: textual records

Date Range: 1968

Physical Description: 1 file

### Scope and Content:

File consists of correspondence, newsletters, surveys and applicant listings regarding the Association of College and University Housing Officers.

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



## A.C.U. housing officers

<http://archives.brandonu.ca/en/permalink/descriptions3712>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 130

GMD: textual records

Date Range: 1969

Physical Description: 1 file

### Scope and Content:

File consists of correspondence and a completed ACUHO survey regarding room visitation for undergraduate students in residence halls (Brandon University).

Storage Location: RG 6 Brandon University fonds  
Series 4: Office of the Vice-President  
4.2 Office of the Vice-President (Administration & Finance)  
Box 4



## A.C.U. housing officers

<http://archives.brandonu.ca/en/permalink/descriptions3824>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 241

GMD: textual records

Date Range: 1971

Physical Description: 1 file

Scope and Content:

File consists of correspondence and information and cost analysis on the new residence hall.

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



## Alumni office, Brandon University

<http://archives.brandonu.ca/en/permalink/descriptions3825>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 242

GMD: textual records

Date Range: 1970-1971

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 6



## ARCH 4: Makotchi-Ded Dontipi locale

<http://archives.brandonu.ca/en/permalink/descriptions10215>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: Series

Series Number: 4

Accession Number: 1-2010

GMD: multiple media

Date Range: 1992 to 2002

## History /

### Biographical:

#### Introduction

Information on archaeological materials in this locale first came to the attention of Dr. Nicholson through Doug Jackson, a local artifact collector from Souris. Doug had observed archaeological materials that included bone, ceramics and lithic material that had been exposed by municipal road building activity, northwest of Lauder Manitoba

#### Environment

The Makotchi-Ded Dontipi locale is located among stabilized sand dunes in the Lauder Sandhills in Southwestern Manitoba, northwest of the village of Lauder. The area is a mosaic of medium grass prairie and copses of aspen poplar and aspen-oak, together with intermittent sedge grass marshes and small ponds. These wetlands are bordered with balsam poplar, water birch, willows and red osier dogwood.

The well-drained upland forest also contains saskatoon, chokecherry, wild current, hazelnut bushes and occasional wild plums. Lowland areas have nannyberries and high-bush cranberry. Wild strawberries grow in lightly shaded areas along trail margins and in open patches in aspen forest.

#### History of Excavations

The Makotchi-Ded Dontipi locale is a virtual "island" of forest and marshlands in a vast expanse of mixed grass prairie. This archaeologically and environmentally rich area was given the Dakota name Makotchi-Ded Dontipi, meaning "the place where we live".

#### Summation

Prior to European settlement, the area was a rich environment for hunter-gatherer people. Archaeological investigations from 1992 to 2002 have revealed numerous sites within the locale. Some of these sites have been extensively excavated while others have been identified or tested.

Seven sites that have been identified in this locale range in age from the historic through protohistoric periods and extend into the middle precontact period. The major sites are the initial Middle Missouri Duthie site, the late precontact Jackson, Bradshaw sites and the protohistoric Twin Fawns, Schuddemat and Hollow B sites. The multi-component Vera site includes historic Métis, late precontact Vickers Focus, and middle precontact Besant, Pelican Lake, McKean Complex and Oxbow occupations. Over 230 units were excavated as well as numerous test pits and several extensive surveys.

### Scope and Content:

#### Scope and Content

The Series has been divided into seven sub-series, including (1) Duthie site (2) Jackson site (3) Twin Fawns site (4) Vera site (5) Schuddemat site (6) Bradshaw site (7) Hollow B site.

Name Access: Makotchi-Ded Dontipi locale

Subject Access: Archaeology

#### Arrangement:

Series is arranged by site and by year of field work.



## Assigning of new auditorium manager at Mayor's office

<http://archives.brandonu.ca/en/permalink/descriptions11143>

Part Of: CKX fonds  
Creator: CKX  
Description Level: Item  
Item Number: 11-2010.A41  
Accession Number: 11-2010  
GMD: graphic  
Date Range: 1968  
Physical Description: 1.5" x 1" (b/w)  
Material Details: Negative

### Custodial History:

See fonds level of the CKX records for custodial history.

### Scope and Content:

Portrait taken in Mayor Magnacca's office on the occasion of the appointment of a new auditorium manager.

Name Access: CKX Television  
Subject Access: television broadcasting  
officials  
Storage Location: CKX fonds - 2010 accessions

## Images

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## Atkinson site 2003 - excavation units 1 to 4

<http://archives.brandonu.ca/en/permalink/descriptions12179>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: Item

Series Number: 2.1.1.5

Item Number: 2.1.1.5.9

Accession Number: 1-2010

GMD: graphic

Date Range: 2003

Physical Description: 600 x 450 (328 KB )

Material Details: JPEG

History /

Biographical:

Photograph taken during 2003 Brandon University Archaeology excavations at Atkinson site.

Scope and Content:

Atkinson site 2003. The excavation units 1 to 4, level 9.

Name Access: Atkinson site 2003 - excavation units 1 to 4

Subject Access: Archaeology  
North lauder locale  
Atkinson site DiMe-27  
Atkinson site 2003 photographs

### Images

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## Atkinson site 2003 - hearth in Unit 4

<http://archives.brandonu.ca/en/permalink/descriptions12173>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: Item

Series Number: 2.1.1.5

Item Number: 2.1.1.5.3

Accession Number: 1-2010

GMD: graphic

Date Range: 2003

Physical Description: 450 x 600 (320 KB )

Material Details: JPEG

History /

Biographical:

Photograph taken during 2003 Brandon University Archaeology excavations at Atkinson site.

Scope and Content:

Atkinson site 2003 hearth in Unit 4, west wall.

Name Access: Atkinson site 2003 - hearth in Unit 4

Subject Access: Archaeology  
North lauder locale  
Atkinson site DiMe-27  
Atkinson site 2003 photographs

### Images

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**LEVEL SUMMARY**

Site: Atkinson Number: 100 Date: 2003 Location: DiMe-29

Level No.: 4 Level Depth: 10.15 m depth: 10.15 Date: 2003 Date: 2003

Excavation Method: Hand Excavation Method: Hand

Depth from Surface: 10.15 m Excavation Method: Hand

Start of Level: 10.15 m End of Level: 10.15 m

Top: 10.15 m Bottom: 10.15 m

Left: 10.15 m Right: 10.15 m

Front: 10.15 m Back: 10.15 m

Material: Hand

Remarks: Hand

Archaeologist: Hand

Project: Hand

Site: Atkinson Number: 100 Date: 2003 Location: DiMe-29

Level No.: 4 Level Depth: 10.15 m depth: 10.15 Date: 2003 Date: 2003

Excavation Method: Hand Excavation Method: Hand

Depth from Surface: 10.15 m Excavation Method: Hand

Start of Level: 10.15 m End of Level: 10.15 m

Top: 10.15 m Bottom: 10.15 m

Left: 10.15 m Right: 10.15 m

Front: 10.15 m Back: 10.15 m

Material: Hand

Remarks: Hand

Archaeologist: Hand

Project: Hand

## Atkinson site 2003 - site record XU 4

<http://archives.brandonu.ca/en/permalink/descriptions12168>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: File

Series Number: 2.1.1.3

File Number: 4

Accession Number: 1-2010

Physical Description: 21 pages

Material Details: PDF

History /

Biographical:

Record of excavation unit 4 at the Atkinson site 2003.

Scope and Content:

Site excavation records of excavation units may include: level summaries, floor plans, feature sheets, wall profiles, unit summaries and any other additional information relating to the unit.

Name Access: Atkinson site 2003 - site record XU 4

Subject Access: Archaeology

North Lauder locale

Atkinson site DiMe-29

Atkinson site 2003

## Documents

**LEVEL SUMMARY**

Site: Atkinson Number: 100 Date: 2003 Location: DiMe-29

Level No.: 4 Level Depth: 10.15 m depth: 10.15 Date: 2003 Date: 2003

Excavation Method: Hand Excavation Method: Hand

Depth from Surface: 10.15 m Excavation Method: Hand

Start of Level: 10.15 m End of Level: 10.15 m

Top: 10.15 m Bottom: 10.15 m

Left: 10.15 m Right: 10.15 m

Front: 10.15 m Back: 10.15 m

Material: Hand

Remarks: Hand

Archaeologist: Hand

Project: Hand

Site: Atkinson Number: 100 Date: 2003 Location: DiMe-29

Level No.: 4 Level Depth: 10.15 m depth: 10.15 Date: 2003 Date: 2003

Excavation Method: Hand Excavation Method: Hand

Depth from Surface: 10.15 m Excavation Method: Hand

Start of Level: 10.15 m End of Level: 10.15 m

Top: 10.15 m Bottom: 10.15 m

Left: 10.15 m Right: 10.15 m

Front: 10.15 m Back: 10.15 m

Material: Hand

Remarks: Hand

Archaeologist: Hand

Project: Hand

2.1.1.3.4\_XU4.pdf

 Read PDF

 Download PDF





## Atkinson site 2003 - Unit 4 west wall

<http://archives.brandonu.ca/en/permalink/descriptions12256>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: Item

Series Number: 2.1.1.5

Item Number: 2.1.1.5.2

Accession Number: 1-2010

GMD: graphic

Date Range: 2003

Physical Description: 600 x 450 (372 KB )

Material Details: JPEG

History /

Biographical:

Photograph taken during 2003 Brandon University Archaeology excavations at Atkinson site.

Scope and Content:

Atkinson site 2003 close-up of the west wall of excavation 4

Name Access: Atkinson site 2003 - Unit 4 west wall

Subject Access: Archaeology  
North lauder locale  
Atkinson site DiMe-27  
Atkinson site 2003 photographs

### Images

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## Atkinson site 2004 - site record XU 4

<http://archives.brandonu.ca/en/permalink/descriptions12201>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: File

Series Number: 2.1.2.3

File Number: 4

Accession Number: 1-2010

Date Range: 2004

Physical Description: 6 pages

Material Details: PDF

History /

Biographical:

Record of excavation unit 4 at the Atkinson site 2004.

Scope and Content:

Site excavation records of excavation units may include: level summaries, floor plans, feature sheets, wall profiles, unit summaries and any other additional information relating to the unit.

Name Access: Atkinson site 2004 - site record XU 4

Subject Access: Archaeology

North Lauder locale

Atkinson site DiMe-29

Atkinson site 2004

### Documents

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## Atkinson site 2006 - Closeup of hearth 4

<http://archives.brandonu.ca/en/permalink/descriptions12274>

Part Of: RG 7 Beverley Nicholson fonds

Description Level: Item

Series Number: 2.1.4.5

Item Number: 2.1.4.5.7

Accession Number: 1-2010

GMD: graphic

Date Range: 2006

Physical Description: 1024 x 768 (796)

Material Details: JPEG

History /

Biographical:

Photograph taken during 2006 Brandon University Archaeology excavations at Atkinson site.

Scope and Content:

Closeup of hearth 4.

Name Access: Atkinson site 2006 - Closeup of hearth 4

Subject Access: Archaeology  
North lauder locale  
Atkinson site DiMe-27  
Atkinson site 2006 photographs

### Images

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## BAPC 4: Education

<http://archives.brandonu.ca/en/permalink/descriptions10087>

Part Of: RG 12 Brandon and Area Photograph Collection

Description Level: Series

Series Number: 4

GMD: graphic

History /

Biographical:

Series is artificially created.

Scope and Content:

Photographs in this series relate to education in the Brandon area, including the Brandon Normal School, Brandon Collegiate Institute (BCI), and science fairs.

Storage Location: Brandon and Area photograph collection photograph drawer (regular and oversize)



## 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

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

The new Board of Directors was appointed October 11, 1939 during a general shareholders meeting. The officers of the Board were a Chairman, a Secretary and a Treasurer. There were also six new standing committees appointed, with mandates listed under clause 16 of by-law 1:

#### FINANCE COMMITTEE, 1939-1967

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

#### PROPERTY COMMITTEE, 1939-1967

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

#### ENROLLMENT COMMITTEE, 1939-1967

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

#### FACULTY COMMITTEE, 1939-1967

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

#### MEMBERSHIP COMMITTEE, 1939-1967

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

#### ENDOWMENT COMMITTEE, 1939-1967

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

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

#### Scope and Content:

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

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

Arrangement:

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



## BC 2: Office of the principal/president

<http://archives.brandonu.ca/en/permalink/descriptions4238>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 2

GMD: textual records

Date Range: 1899-1967

Physical Description: 13 m

History /

Biographical:

The Office of the President of Brandon College was established in 1899 under the title of Principal. The Principal was the head of the Academic Department and the Administrative body. In 1910, the position of Principal was changed to the position of President. There is no documented reason given for this change, but it was consistent with other universities and colleges at the time. When the institution was first organized in 1899, the role of the Principal was quite varied. It was the Principal who acted as both Registrar and Bursar, in addition to his duties as head of administration. The Principal also acted as a professor. It was the Principal who kept the college in contact with the Baptist Union. The Principal also acted as the liaison between the Board of Directors and the Senate, being an ex-officio member of both. In 1910, the roles of Registrar and Bursar were no longer the responsibility of the President. In the 1920's the President became increasingly involved with fundraising and traveled extensively in search of financial support.

In 1938, following the "Act to Incorporate Brandon College Incorporated," the Board of Directors, under by-law #1, assigned the President with "the internal management of the business of the Corporation insofar as it relates to the students, teaching and office staff shall be under the direct supervision of the President, subject to the order of the Board." In 1965 the President's Office was created, consisting of the President, Executive Assistant to the President (later Deputy to the President), and Secretary to the President who was also the Public Relations Assistant. From 1899 until 1967 the Office of the President was administered by six different men.

Scope and Content:

Series consists of records generated and collected by various presidents. The series has been divided into six sub-series, including: (1) Dr. Archibald P. McDiarmid; (2) Dr. Howard Primrose Whidden; (3) Dr. Franklin W. Sweet; (4) Dr. David Bovington; (5) Dr. John Robert Charles Evans; and (6) Dr. John E. Robbins.

Storage Location: RG 1 Brandon College fonds  
Series 2: Office of the Principal/President

## BC 3: Office of the bursar



<http://archives.brandonu.ca/en/permalink/descriptions4245>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 3

GMD: textual records

Date Range: 1910-1967

Physical Description: 2.03 m

History /

Biographical:

The Office of the Bursar was created in 1910. As head of financial affairs, a Bursar was more compatible to the administrative framework of other universities in Canada. The initial duties of the Bursar were the collection of all fees, control of funds and disbursements, donations, purchasing, supervision of grounds, and progressive measures in the investment of funds and the enlargement of finances. By 1913, the Bursar was also in charge of the book department, boarding, grounds and gardens, buildings and heating plant.

By 1924, the Bursar had become so involved in the management of College affairs that the Board established a committee to examine the functions of the President and the Bursar "with a view to readjustment for efficiency." The committee presented its report later that year, clearly defining nine functions of the Bursar. These functions were the keeping of books, banking, general handling of student fees and accounts, general handling of all trade accounts, handling of maintenance and extension movement pledge cards and receipts, general responsibility for the purchase of all supplies, supervision of fireman and janitor, supervision of buildings and grounds and the submission of a monthly report to the Secretary of the Executive. In 1929, the Bursar took on the role of Secretary to the Executive.

At several times during the history of Brandon College the Bursar and the Registrar were combined into one job.

#### BRANDON COLLEGE BURSARS:

R.J. KENNEDY (1910 - 1911)

No biographical information yet.

S.J. MCKEE (1911-1913, 1914-1915, 1919-1920)

Information about S.J. McKee can be found under the heading MG 1 Brandon College Teaching and Learning.

C.W. JACKSON (1913 - 1914)

No biographical information yet.

JOHN HARRIS MCKEE (1915 - 1918)

J.H. McKee was S.J. McKee's son. He was born in Ingersoll, Ontario. He moved to Rapid City in 1881 with his family. In 1890 he moved to Brandon where his father opened McKee's Academy. Harris attended Brandon College, graduating in 1914. When the war broke out he was not medically able to participate. He then took a position as Brandon College Bursar. In 1918, Harris resigned from his job to take up farming. He had several bouts of bad luck: drought, grasshoppers, frost, and other farming catastrophes, and was not too successful, having a list of 50 creditors at one point.

GEORGE H. ROSS (1918 - 1919)



GEORGE H. ROSS (1918 - 1919)

Little is known so far about George Ross. He was a teacher before coming to Brandon College. He taught in Chatham, Ontario for a while, as well as at the Rider Moore College of Business in Trenton, NJ. From 1914-1919 Ross was also the Director of the Business Department at Brandon College.

S. EVERTON (1920 - 1923)

No biographical information yet.

E. SCOTT EATON (1923 - 1931)

E. Scott Eaton was born in Auburn. He graduated from Acadia University in 1903 and the Maritime Business College in 1904. Eaton then taught at the Maritime Business College and the Charlottetown Business College. For a time he was head of the Business Department at Alberta College. Eaton was the owner/manager of the Success Business College in Vancouver before coming to Brandon College. He occupied this position from 1923 until 1931. In 1931 he became purchasing agent and the superintendent of buildings and grounds at Acadia University. He became an accountant at H.T. Warne Ltd. in Digby, NS in 1940. Around 1953, Eaton became the Town Clerk of Digby. Eaton died at the age of 80 around 1962.

M.S. DONOVAN (1931 - 1936, 1939 - 1948)

No biographical information yet.

N. KEITH MCKINNON (1936 - 1939)

Keith McKinnon was born in Weyburn, Saskatchewan. After working in Weyburn he attended Brandon College, specializing in Political Economy. He was very active in all aspects of students affairs and was elected Senior Stick in his final year. He was appointed to the position of Registrar following his graduation from Brandon College.

D.R. MACKAY (1948 - Brandon University)

Information about D.R. MacKay can be found under the Office of the Registrar.

Scope and Content:

The Bursar series revolves around the finances of the school. There are invoices from general accounts, letters from businesses, and receipts for payments. There are also numerous student accounts, wage lists and letters regarding teachers' salaries. The Bursar did a lot of the correspondence regarding mortgages, estates, property, and other legal matters. The series is mainly correspondence to and from the Bursar regarding accounts, overdue accounts, pleas for financial support and numerous other matters. As well, there are financial statements, fundraising lists, and subscription lists. The series is not broken down by Bursar, but instead is grouped together chronologically.

Storage Location:      RG 1 Brandon College fonds  
                                    Series 3: Office of the Bursar

Arrangement:

Series has been divided into seven sub-series, including: (1) R.J. Kennedy; (2) S.J. McKee; (3) C.W. Jackson; (4) John Harris McKee; (5) George H. Ross; (6) S. Everton; and (7) E. Scott Eaton.



## BC 5: Brandon College Senate

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

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 5

GMD: textual records

Date Range: 1900-1967

Physical Description: 60 cm

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

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

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

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

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

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

To prepare a calendar of the College for publication.

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

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

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

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

#### Scope and Content:

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

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



## BC 6: Office of the college dean

<http://archives.brandonu.ca/en/permalink/descriptions4248>

Part Of: RG 1 Brandon College fonds

Description Level: Series

Series Number: 6

GMD: textual records

Date Range: 1925-1967

Physical Description: 32 cm

History /

Biographical:

The Brandon College Dean was the head of the College in the absence of the President. It was created in 1925 after the sudden passing of Dr. Sweet. Dr. Harris MacNeill, who had been Dean in Arts up until that time assumed the position of College Dean. The duties of the College Dean were as follows:

1. In the absence of the President of the College he shall exercise the functions of the President in relation to all "inside" College matters; it being understood that frequently it may be necessary for him to exercise his personal judgment apart from anything that may be specified in this memorandum.
2. With respect to matters of special importance arising unexpectedly he shall consult with the Chairman of the Board, or by telegram with the President, or both.
3. All questions arising that have a direct connection with the "business" aspects of College affairs shall naturally be referred to the Chairman of the Board, or the President, or both.
4. In the absence of the President he shall preside at all Faculty meetings, Committee meetings of which the President is Chairman, and shall attend meetings of Committees of which the President is an ex-officio member.
5. In the President's absence he shall preside at the regular Chapel Exercises and at special College gatherings in the Chapel at which the President would naturally be expected to preside.
6. He shall also keep in touch with the work of the several departments of the College and shall consult frequently with the Heads of such departments.
7. While the Lady Principal and the Resident Master are responsible for the detailed administration and discipline of the College life and activities of Clark Hall and Brandon College respectively, the College Dean shall have the absent President's responsibility for the general discipline of the College in respect of the students' relation to Courses of Study, Corridor, Campus, etc.

8. That the President when absent may be kept in touch with the work of the Institution it is desirable that the College Dean keep him informed of the more important happenings and problems with College life.

9. Throughout the Session the College Dean shall be Registering Head of the Arts Department.

The position of College Dean continued until 1952. In 1952 the position became known as the Dean of Arts and Science. In 1963, another change occurred, with the two departments going separate ways. From that time on there was both a Dean of Arts and a Dean of Science.

#### BRANDON COLLEGE DEANS:

##### HARRIS LACHLAN MACNEILL (1925, 1926-1928)

Dr. MacNeill was born in Paisley, ON on November 29 or 30, 1871, the son of Rev. Donald and Amanda (Hemenway) MacNeill. He received his B.A. from McMaster University in 1894. He was also educated at the Ontario College of Pedagogy and the University of Toronto. From 1895 until 1898 he was a teacher at Woodstock College. In 1899 he married Anne Hatch. From 1899 until 1903 he was a professor of Latin at Washburn College in Topeka, Kansas. In 1903 he accepted an offer to teach Latin and German at Brandon College. In 1909 he was a Professor of the New Testament, Language and Literature, as well as Resident Master. Dr. MacNeill was the Academy Principal for two years. He then received his Ph.D. from the University of Chicago in 1911. MacNeill acted as the Dean of Arts from 1912 until 1930. Dr. MacNeill was the central figure in the scandal involving Brandon College in the early 1920's. The Fundamentalists accused Brandon College, and Dr. MacNeill especially, of teaching Modernist views. He was absolved of any charges at the 1924 Baptist Convention in Chicago.

Dr. MacNeill was Acting President of Brandon College after Dr. Sweet died for the period from January 1925 until Dr. Bovington was hired in August 1925. After Dr. Bovington resigned in May of 1926, Dr. MacNeill again accepted the position of Acting President from May 1926 until April 3, 1928, when he retired as College Dean. Dr. MacNeill taught Latin and Greek for two more years then retired from Brandon College in 1930. He accepted a position at Fairview Church in Vancouver, B.C. where he remained until 1932. In 1932 he was offered a teaching position at McMaster University. He married his second wife, Vera Leech, in 1939. He remained at McMaster teaching New Testament Interpretation until 1943 when he retired. Dr. MacNeill was the first person to receive an honorary degree from Brandon University in 1967. He continued to do religious research until his eyesight failed at age 97. On January 15, 1974, Dr. MacNeill died at the Chedoke Hospital at the age of 102.

##### JOHN ROBERT CHARLES EVANS (1928)

Information on J.R.C. Evans can be found under the heading Office of the President.

##### W. BURTON HURD (1929-1935)

No biographical information yet.

##### C.F. RICHARDS (1935-1937)

Information on C.F. Richards can be found under the heading Office of the Registrar.

##### REV. EVAN M. WHIDDEN (1937-1938)

See MG 1 Brandon College Teaching and Administration 1 8 Evan McDonald Whidden fonds

See also: Brandon College: Teaching and Administration; Rev. Evan M. Whidden: Index for biographical information and additional records related to Rev. Evan M. Whidden.

#### A. HAYWARD FOSTER (1938-1939)

No biographical information yet.

#### F.J. WESTCOTT (1939-1945)

Frederick James Westcott was born in Douglas, Manitoba. He began taking classes in the Academy at Brandon College in 1918. He entered the Arts course in 1921 and specialized in Political Economy. He received the Special Political Economy Medal in his final year. He was very active on committees and associations, as well as sports. Westcott served as the Senior Stick during the school term 1924-1925. He graduated with his B.A. from Brandon College in 1925.

Westcott received the position of Student Assistant in the Academy the following year. He left soon after to pursue post-graduate work. He received his M.A. in economics from Harvard and spent two years at the University of Toronto on a teaching scholarship in economics, completing the course work leading to the Ph.D. degree. In 1929, he returned to Brandon College and took up the position of Associate Professor of Political Economy. It was also in 1929, that Westcott married Rose Vasey, a 1926 Brandon College graduate. The following year, Westcott was the Resident Master of Brandon College, as well as being an Instructor in Political Economy and Sociology. The Resident Master position only lasted the one school year. He accepted the post of Acting Dean of Arts and Science in 1939. From 1942 until 1945 he was away on military leave with the National War Finance Committee. He resigned from the position of College Dean in 1945. From 1945 on Westcott and his family resided in Toronto. He died suddenly in 1961.

#### HENRY STEWART PERDUE (1947-1952)

Dr. Perdue was born in 1904 near Souris. He graduated from the Souris Collegiate in 1920. After working several odd jobs, Dr. Perdue entered Brandon College in 1924. He graduated with his B.A. in 1928. After graduation, Dr. 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, Dr. 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, Dr. Perdue acted as Registrar of Brandon College.

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

#### DEAN OF ARTS AND SCIENCE:

##### H.S. PERDUE (1952-1963)

Information on H.S. Perdue can be found under the heading College Dean.

#### DEAN OF ARTS

##### R.F.B. KING (1963 - Brandon University)

Information on R.F.B. King can be found under RG 6 Brandon University fonds, sub-sub series 7.1.1 Dean of Arts.

#### DEAN OF SCIENCE:

H.S. PERDUE (1963-1967)

Information of H.S. Perdue can be found under the heading College Dean.

#### Scope and Content:

The series consists of records from MacNeill's term as College Dean (1921-1928). It also includes correspondence during the time that MacNeill was Acting President. It contains letters to and from MacNeill regarding examinations, students, business, and finances. Some earlier letters also include correspondence regarding the controversy MacNeill was in during the Baptist Fundamentalist/Modernist Debate in the early 1920's.

Records from Evans' term as Acting Dean have been included in his Presidents' files. There are no records from the terms of the other College Deans, except R.F.B. King; his records have been incorporated into RG 6 (Brandon University fonds), 7.1.1 (Dean of Arts).

Storage Location: RG 1 Brandon College fonds  
Series 6: Office of the College Dean

Related Material: RG 6, sub sub series 7.1.1 (Dean of Arts) for additional Dean's records  
and RG 6, series 9 (Department of Extension) for additional records  
related to H.S. Perdue.