Abstracts of Master of Arts in History (Archival Studies) Theses at the University of Manitoba, Department of History*

Master of Arts in History (Archival Studies)

Deidre A. Simmons, "'Custodians of a Great Inheritance': An Account of the Making of the Hudson's Bay Company Archives, 1920–1974," May 1994.

The Hudson's Bay Company Archives at the Provincial Archives of Manitoba is indispensable for the study of many aspects of Canadian history. This thesis will survey the history of the company's management of its archives from the establishment of the company in 1670 to the transfer of approximately 120 tons of archival material to Canada in 1974. The major theme in this history is the dilemma of access which the archival holdings presented to the company in the twentieth century. Sustained company interest in its old records as formal archives does not emerge until the early twentieth century when the company recognised that its history was of increasing interest to scholars who wanted access to the records and that its history could also be a valuable popular marketing asset. The company began to provide proper archival management of its historical records and, in so doing, realised that it had a responsibility to act as custodian of records which were of considerable importance to those interested in Canadian history. At the same time the company was very cautious about allowing publication of information from its archives. It did not want uncontrolled access to what it still often thought was sensitive company information. This thesis deals mainly with the company's efforts to respond to its archival dilemma between the 1920s and 1974. During that time the company tried various measures to pursue the marketing and cultural goals it saw for its archives without granting unrestricted access. Gradu-

ally, however, it allowed more access to the archives. Indeed, by 1974, the company had resolved the dilemma and transferred custody of its archives to the Provincial Archives of Manitoba under liberal terms of access.

Geraldine Alton Harris, "An Archival Administrative History of the Northern Stores Department, Hudson's Bay Company, 1959–1987," October 1994.

The provenance method of retrieving information from archival records has rarely been employed fully. The description of the provenance or institutional creator of records is often merely the name of an administrative department. This thesis emphasizes the importance of understanding how records-creating institutions function in order to understand their records and retrieve the information contained within them.

In demonstrating a functional approach to provenance, this thesis provides an archival administrative history of the Northern Stores Department of the Hudson's Bay Company, 1959–1987. The Northern Stores Department operated for twenty-eight years during which time it ran over 200 stores in the northern and remote communities of Canada, often as the sole supplier of groceries and other essential goods. It had an important impact on the people of the North and is thus of considerable interest to researchers. The department developed out of the company's Fur Trade Department, which gradually expanded into the area of general merchandizing during the 1940s. It was renamed the Northern Stores Department in 1959 to reflect the changing mandate. While maintaining an interest in furs, the Northern Stores Department was primarily engaged in retailing. Its stores were administered separately from those of the rest of the company due to special conditions of retailing in the North. The department was equipped with its own personnel, accounting, merchandise, transportation, distribution and fur collection operations. It functioned with a certain degree of autonomy from the company's overall business and was eventually sold in 1987 to become a company in itself, the North West Company.

Chapter one provides a broad overview of the history of the Hudson's Bay Company from 1670–1959 with an emphasis on the departmentalization of the company's activities and, specifically, the development of the Fur Trade Department. It was during this time that many of the activities undertaken by the Northern Stores Department became formal administrative areas. Chapter two provides a close examination of the department's mandate and administrative structure between 1959 and 1987. Emphasis is placed on the upper levels of management and those who played a significant role in shaping the department's administrative structure. Chapter three analyzes the purpose and activities of each of the administrative divisions within the department. This chapter provides a description of the functions of each of the administrative divisions and the department overall as the key to understanding its records.

This information sets the records within their proper context and allows the user to interpret the information in the records in relation to this context. Furthermore, much can be inferred about the type of information in the records, and where this information might be found, based on knowledge of the functions of the department. It is this type of functional access to information that will open archival records to greater usefulness and easier access. A chapter on the records-keeping systems and the records of the department concludes the thesis. It again underlines the importance of functional access to archival records because the records-keeping systems of the department were structured upon a functional basis.

Brian Masschaele, "Memos and Minutes: Arnold Heeney, the Cabinet War Committee, and the Establishment of the Canadian Cabinet Secretariat During the Second World War," October 1995.

In March 1940, the duties of the Clerk of the Privy Council were amended to include a secretarial function for cabinet. In the context of cabinet's tradition of *in camera* proceedings, this was a significant development which was only accepted, at least initially, because of the peculiar circumstances brought on by the Second World War. Simply put, cabinet needed a more efficient system of making and communicating its decisions because of the urgent nature of those decisions. The secretariat was thus established to acquire supporting documentation, create an agenda, maintain minutes and follow up on decisions for the Cabinet War Committee, which for all intents and purposes replaced the cabinet during the war. Arnold Heeney was the first person to occupy this post. Despite initial reservations by Prime Minister Mackenzie King, Heeney successfully established a non-partisan secretariat which was based upon a British precedent. Historians have ultimately been the beneficiaries of the decision to record the proceedings of Canada's highest policy-making body. They have been left an invaluable record of committee proceedings which are today available to researchers at the National Archives of Canada in Ottawa. Unfortunately, a comprehensive study of the provenance of these records has not yet been done by archivists. It is the archival responsibility to relay provenance information about records to researchers. This ensures their integrity as evidence for historical research. With these research purposes in mind, this thesis examines one of the most important records-creating and controlling institutions in the Canadian government at a formative point in its history: the Cabinet Secretariat, 1940–45.

Lisa Singer, "The Value of Community-Based Ethnic Archives: A Resource in Development," May 1997.

Archives are entrusted with the difficult task of capturing the nation's history.

Obtaining an accurate reflection of a diverse nation through the documentary evidence it choose to retain is a great challenge. For much of its history, Canada's National Archives has concentrated its collecting efforts on documenting an Anglo-French perspective of Canadian history. This has resulted in a lack of archival heritage of Canada's more marginalized groups in society including women and First Nations people. The group that this thesis addresses is that of Canada's ethnic communities. Ethnic people did not see their experiences and contributions to Canada reflected in the nation's heritage. Therefore, many groups took it upon themselves to establish their own archival repositories. These early efforts met with difficulties including lack of resources and professional knowledge. The introduction of federal multicultural policy served as a catalyst for the growth of ethnic-run archives in Canada. The Canadian Jewish Congress National Archives serves as a working example of the evolution of a community-based ethnic archives. As well, two surveys were conducted in order to better understand the beginnings, evolution and persistence of the country's ethnic archives. These surveys, and the associated literature review, demonstrate some of the most valuable uses and potential applications of ethnic archival materials. This thesis extols the value of Canada's ethnic-run archives in this period of government austerity.

Mark Vajcner, "Maintaining Our Documentary Heritage: The Challenge of Electronic Records Archives at the University of Manitoba," November 1997.

This thesis proposes to examine the challenges associated with the implementation of an electronic archiving program at a medium-sized educational institution such as the University of Manitoba.

A sizeable and growing body of literature related to the theoretical aspects of managing electronic records exists. Furthermore, the national archives in Canada, the United States, and Australia have been leaders in the development of strategy for large government organizations. No comprehensive study of strategy for smaller institutions has been undertaken. This thesis will fill that void and enunciate an approach of cooperation and coordination between archives, record creators, and computer professionals that is suited for the small to medium-sized institution.

David W. Horky, "Archival Perspectives on the Evolution and Organizational Impact of E-Mail System Technologies," September 1998.

This thesis examines published literature concerning electronic mail (E-mail) from a wide variety of sources, to assist archivists in: 1) determining the feasibility of acquiring legacy electronic mail systems; 2) assessing the record-keeping potential of currently available E-mail systems; 3) identifying

technological trends that may either challenge or promote the archival management of the records produced by E-mail systems in the future.

An historical perspective of E-mail systems development is adopted that analyzes the evolution of its hardware, software, network architecture, communications, data transmission and message handling components. This greatly assists archival appraisal because it provides a means to understand the somewhat bewildering array of E-mail systems based on quite distinct messaging architectures that produce markedly different types of records. It also serves as a contextual framework for identifying the major trends in systems development that hold out great promise – and challenges – for corporate recordkeeping and records management.

An evolutionary view of E-mail systems technology development is also essential for the critical analysis of media and social science research into this form of communication, most of which have not been assayed by the archival literature. While recent research provides valuable insights into the impact of E-mail systems on organizations about which archivists and other information specialists should be cognizant, earlier findings have become time-worn in the wake of new advancements in E-mail development. Yet, these findings continue to be widely held. This thesis identifies certain aspects of E-mail technologies requiring further study and research by archivists and other information specialists.

Calla Grabish, "The Preservation Crisis and Beyond: A Recommendation to Microfilm the Textual Records of the Historical Archives Responsibility Centre at the Provincial Archives of Manitoba," October 1998.

Although little known to the general public, archivists more than ever have a vital role to play in our information-driven society. The rapid influx of new information technologies seems to be superseding the importance of our textual based supports. These information technologies offer quick, efficient access to information by corporations, scholars and private individuals via computer networks that can be linked to any site in the world. Unfortunately, industries which are developing these information and communication networks are not greatly concerned about the preservation of the data that is surging through the wires. It is the archivist's responsibility to put pressure on these industries to design software specifications that will instruct the computers to preserve important information. Archivists must also continue to work with government agencies and other organizations which utilize these information technologies to ensure that their official records (i.e., those that document their functions, structures, activities) are not accidentally erased or destroyed.

The challenge of preserving electronic media is a fairly recent one. It comes on top of other problems which have been vexing the archival and library

communities for the last several decades. One of the most important of these problems is the preservation crisis. The majority of the paper records stored in archives and those newly acquired were manufactured in the twentieth century. This is when published and unpublished works were printed on acidic paper. These papers are now both physically and chemically unstable. Regardless of being stored under environmentally controlled conditions they continue to deteriorate. There is a threat of a loss of information. Added to this are dwindling economic resources, increasing backlogs, volumes of new acquisitions, inadequate staff levels, and compromised storage space.

These problems are exacerbated by expectations that textual records will be "permanently" stored in the archives and by the fact that archivists and the public alike often share an emotional attachment to paper-based records. For example, archivists do not microfilm and dispose of textual records having informational value on a consistent basis. Archives prefer to refurbish facilities or build new ones. These initiatives are carried out to preserve archival textual records in their original form. But this is only a short-term solution.

Archivists need to challenge these traditional approaches and develop new strategies to address the preservation crisis more effectively. Many contributors to archival literature are of the opinion that we must begin to focus on the retention of the information contained in the record rather than on the retention of the original record. This thesis supports this view and suggests that we rethink the usefulness of preservation microfilm. Of all the information media, microfilm is the best technology to preserve and store our archival heritage. Microfilm also has the advantage of taking up less shelf space than more bulky paper counterparts. It has been demonstrated that full-scale microfilm operations are more cost-effective in the long run than the construction of new storage facilities.

This thesis advocates the implementation of large-scale proactive microfilming programs. Conservation policies should mandate that records of informational value including those now under archival control and at the point of acquisition be promptly microfilmed and either returned to the donor or destroyed. Textual records having intrinsic value, our national treasures, should be microfilmed to provide a security copy and stored in the archives for the duration of their natural lives.

Commitment to such a program by all levels of staff within an archives is critical. It is also critical that archivists demonstrate to resource allocators the most important role that archives play not only now but for those generations to come. Resource allocators' continued interest in archives will translate to a commitment to long-term investments. This will keep the program going for the longterm. Careful planning must take place and soon before we lose a significant portion of our intellectual heritage.

Chapter one provides an overview of the preservation crisis. It points out

that archival institutions will only survive if new and innovative strategies are developed and implemented. Chapter two investigates some of the new computerized information technologies. They are different in nature and function from microfilm. Computerized information technologies are best utilized as an access technology. They do not, unlike preservation microfilm technology, have a long-term preservation and storage capability. It is of utmost importance that archivists understand the limitations of these new information technologies and continue to utilize a preservation medium that has been tried, tested, and standardized. At present, computerized information technologies do not have these qualifications.

Prior to any microfilming activity it is incumbent upon the archivist(s) to ascertain the physical condition of the records to be filmed, required treatment and/or repair, and their filmability. Chapter three, along with Appendices A and B, provide the results of two collection condition surveys. These were conducted at the Provincial Archives of Manitoba (PAM) and focused upon the textual holdings. It was found that even though none of the records actually crumbled when handled, a high proportion of documents (i.e., ephemera, photostats, scrapbooks, newspaper clippings, correspondence) are yellow, dark, discoloured, faded and in some cases brittle. This provides a good indication that they are deteriorating and that acid migration is affecting the records adjacent to them. These records, however, are still filmable. Their present state makes a strong case for reformatting in order to capture the information before it is irretrievably lost.

Chapter four, along with Appendices C and D, lay out the associated costs for preparation, filming, and technical inspection should the records examined in the condition surveys undergo the filming process. At first glance the total required expenditure may seem prohibitive, but with commitment and planning and setting of priorities a preservation microfilming program can be managed successfully over many years. Despite the fact that PAM has a micrographics laboratory, little microfilming of these records has occurred. However, the fact that there is such a lab staffed by conservation professionals suggests that setting up an ongoing microfilming program would be a feasible and straightforward activity. It would also be more cost-effective in the long run. The data acquired in this thesis although limited in scope, can provide a general framework to aid other repositories in making more informed cost predictions for their own projects.

Chapter five conveys the findings of a major preservation conference held in Australia which examined whether preservation microfilm technology has a future especially when so many new computerized technologies are available. The answer at the conference was a resounding "Yes." Preservation microfilm will continue to be the format of choice on which to preserve our paper-based cultural memory.

***Kathleen L. Epp, "Telling Stories Around the 'Electronic Campfire': The
Use of Archives in Television Productions," 1999.***

The purpose of this thesis is to develop an archival perspective on the use of
archival documents in television productions and to explore the significant
public programming opportunities presented to archivists by the growing his-
tory-on-television industry. It will be argued that television has become a sig-
nificant "teacher" of history and that it is essential that archivists acquire a
basic level of visual literacy. Archivists need to be able to view television pro-
grams and the television production process critically. While some debate
over the merits of historical television programs and films has developed in
the literature of professional historians, such archival literature is limited. The
contextual approach to archives, grounded in the idea that the intellectual
focus of archival administration is knowledge of the history of the records or
the context of their creation, will provide the theoretical lens through which
the use of archives on television will be analyzed. This study incorporates a
number of components, including research into television programs which use
archival documents, an interview and correspondence with archivists who
have worked with the television clientele, a survey of documentary producers
and researchers, and an archival critique of one prominent televised Canadian
documentary, *No Price Too High: Canadians and the Second World War*. The
thesis will conclude with several suggestions to archivists for public program-
ming designed to facilitate and improve the uses of archives in television
broadcasting. The thesis will show that archivists can make a vital contribu-
tion to historical understanding and the public interest by taking advantage of
opportunities provided by television.

***Sara Hemingway-Conway, "From Dusty Papers to Archival Treasures:
Canadian Municipal Archives, the City of Winnipeg Archives, and the
Records of Winnipeg City Council, 1874–1971," April 2000.***

This thesis discusses a number of things. The first chapter sets the stage for
the rest of the thesis with a discussion of the development of archives in Can-
ada generally and municipal archives specifically. The reasons why municipal
archives have been created as well as why, for the most part, they remain
underdeveloped will be discussed in detail. Examples of various municipal
archives are used to illustrate the various causes of municipal archival devel-
opment. This history of municipal archival development in Canada sets the
broad historical context for understanding the history of the City of Winnipeg
Archives and Records Control Branch of the City Clerk's Department.
   An overview of the development of the City of Winnipeg Archives and
Records Control Branch is presented in chapter two. It will illustrate how this

archives has developed and presents reasons for its slow progress towards a full archival program. To date, the City of Winnipeg still does not have a full archival program in place with, for example, a complete description of its records.

In order to contribute to the development of such a full archival program the third chapter of this thesis contains the first (albeit still preliminary) description using the *Rules for Archival Description* (*RAD*) of one of the most important bodies of records in the archives – the Winnipeg city council's records or fonds from 1874 to 1971. *RAD* is a standardized descriptive format in wide use in Canadian archives. The third chapter opens with a brief overview of the theoretical underpinnings of archival description in what is often called the contextual approach to archival administration. This approach (rooted in an understanding of the provenance of the records) has proved important for a number of reasons. It assists in records retrieval, protects records as evidence and assists in the administrative control of records over their life span (all of which are important to any municipality). The importance and use of standardized archival description (such as *RAD*) are also discussed. The final chapter of the thesis concludes with a preliminary description using *RAD* of the City of Winnipeg Council Fonds and its components (1874–1971). These records occupy approximately 233 metres of shelf space in the archives but only make up a small proportion of the total number of records available for use at the archives. This description only covers the records of the City of Winnipeg Council. There are many other records in the archives from other agencies within the city as well as from the other former municipalities which now make up the City of Winnipeg. These records await formal description and are not included in the description provided here.

Brian Hubner, "'An Administered People': A Contextual Approach to the Study of Bureaucracy, Records-Keeping and Records in the Canadian Department of Indian Affairs, 1755–1950," July 2000.

The purpose of this thesis is to explore approaches to the study of bureaucracy, records-keeping, and records of the Department of Indian Affairs (DIA) and its predecessors, from 1755–1950, within the framework of the policy of assimilation of the First Nations peoples of Canada. The thesis employs a "contextual" approach in its description of the organization and functioning of the DIA. First it discusses the writings of archivists who have called for the study of the context in which information is used to be at the heart of archival theory and practice. It proceeds to analyze the works of scholars who have written about the power of records to shape reality, specifically focussing on the DIA bureaucracy and the records it produced. In the nineteenth century the DIA expanded from a small group of military officials to a large impersonal

bureaucracy which eventually controlled many aspects of the lives of Canada's First Nations people. The evolution of the records-keeping methods, and records, of the DIA is described to demonstrate how they functioned within the department. Examples of how the records-keeping of the DIA was an integral part of the process of attempted assimilation are shown. The study concludes that archivists and historians have only started to explore this topic, although it can bring fruitful results. It is hoped that the thesis points out some interesting avenues of approach.

Don Kroeker, "Manitoba Mennonite Archives and Canadian Mennonite Collective Memory," October 2000.

"Collective memory" is the term given to the widely shared reconstructed versions of the past that are assembled by both individuals and groups in order to define their present and prepare for the future. The construction of a collective memory is often the result of conflict between opposing groups with differing agendas but collective memory can also serve as a unifying force that provides a society with inspirational symbols in a time of crisis.

Although archives contain many of the materials out of which collective memory is constructed, the literature is still largely silent about the contributions that they make to this process. This thesis focuses on two Mennonite archives in Winnipeg, Manitoba and the attempts that they have made to assist in the construction of a collective memory for their respective denominations.

Mennonite archives face two main problems. First, they serve Protestant denominations with an active interest in missions and social issues and are often forced to defend the spiritual necessity of preserving the past. Second, Mennonites are often uncertain as to whether they should be defined by their religious faith or their ethnicity. Many Mennonite leaders are reluctant to commemorate their ethnic heritage out of a fear that such an emphasis might prevent cross-cultural outreach.

The archives at the Centre for Mennonite Brethren Studies serves a denomination (the Canadian Conference of Mennonite Brethren Churches) that has been heavily influenced by North American evangelicalism. It seeks to influence collective memory in its Conference by stressing the spiritual necessity of preserving archival materials. The Centre for Mennonite Brethren Studies has been active in producing resources designed to inform its constituents of their Anabaptist heritage.

The Mennonite Heritage Centre has portrayed itself as more of an ecumenical institution, due in part to the more open nature of its denomination, the Conference of Mennonites in Canada. It seeks to assist the larger Mennonite community in reconciling the religious and ethnic aspects of its heritage. For the supporters of the centre and archivists at the Conference of Mennonites in Canada collective memory should (ideally) act as a kind of balance against

various sorts of distorting or limiting tendencies which may arise in the Canadian Mennonite community.

Both institutions are actively involved in the forging of a new collective memory that finds inspiration in the words and deeds of the first Anabaptists as well as in the suffering and triumph of the global Mennonite church

Sharon Gail McCullough, "Manitoba Court of Queen's Bench in Equity, 1872–1895: A Study in Legal Administration and Records," October 2000.

The Manitoba Court of Queen's Bench in Equity began to administer justice in 1872. Functioning as a "side" of Queen's Bench, Equity resolved civil disputes on the basis of fairness and good conscience. It complemented common law, but unlike that branch, it was not bound by precedent. Rather it employed flexible remedies such as injunctions and orders for specific performance. The operations of Equity generated a quantity of records that is valuable for its unique reflection of the court system and of the society from which that system sprang.

This thesis postulates that Manitoba's Equity records were created to serve the administration of equitable justice, that equitable justice is based on the underlying need for equity, and that the need for equity has coursed through many centuries of Western judicial history. The thesis argues that equitable treatment has been applied in a continuously evolving court environment, and that equity remains today a critical element in the justice system.

These posits are explored through three main themes. First, the thesis examines the development of equity in the English court of common law, and, later, in the court of Chancery. Equity's transference to Canada and Manitoba is identified and examined as a carrier of English law, and as a court system capable of adaptation. Second, the thesis considers the early histories of Manitoba's Court of Queen's Bench and Court of Queen's Bench in Equity. Equity jurisdiction is studied in detail, and the personnel associated with the two sides of the court are profiled. Last, the thesis focuses on the records themselves. Their organization and interrelationships, embedded in the record keeping systems, are analyzed. The records' physical characteristics are scrutinized for clues to the original creation and retention of the documents.

This threefold thematic inquiry is based on and inspired by the contextual approach in archival studies. The contextual approach embodies concepts whose utilization empowers archivists and users of archives. This approach emphasizes the importance of knowledge of the nature and evolution of administrative structures. It stresses understanding of the functions of institutions, their record keeping systems, and the individual documents created on those systems. This information enables and promotes better understanding and archival administration of records such as those of the Manitoba Court of Queen's Bench in Equity.

Martha Kathleen McLeod, "Redrawing the Boundaries of Societal Memory: Introducing a Modified Macro-Appraisal Approach at The Great-West Life Assurance and London Life Insurance Companies," December 2000.

This thesis examines public sector archival appraisal theories and assesses their suitability for use in the in-house corporate archives of two large Canadian insurance corporations – The Great-West Life Assurance Company and the London Life Insurance Company. Three main theories are outlined: one in which records' creators, not archivists or the public, determine a record's value; one in which research needs determine the value of records; and the macro-appraisal approach – developed by Terry Cook for the National Archives of Canada – in which an archivist appraises the importance of the function which creates the records rather than the information content of the record itself. The development of corporate archives in North America, roles required of archives by their corporate sponsors, access restrictions to repositories' records, and responsibilities of the private sector to society, compel the author to conclude that a corporate archives' responsibility is primarily to the corporation not the public. A modified macro-appraisal approach – eliminating its citizen-state component – is chosen as the most suitable appraisal method for corporate records. Histories of these corporations and the development of their archives and records management programs are offered to help investigate the implementation of macro-appraisal and provide context. The author identifies changes to organizational structure, resources, and prevalent corporate attitudes toward archiving and records management that are needed to make macro-appraisal viable and to ensure the preservation of the corporations' archival records.

Jacqueline M. Nicholls, "'Guide' vs. 'Gatekeeper': Information Rights Legislation and the Provincial Archives of Manitoba," December 2000.

Access and privacy legislation (also known as information rights legislation) has been an evolving feature of Canadian life for more than twenty years. Public archives, as custodians of the records of their government sponsors, are profoundly influenced by these statutes. There are two factors that combine to make Manitoba unique in the Canadian access and privacy landscape. The Provincial Archives of Manitoba does not assume the role of "gatekeeper" of access to records in archival custody. Instead, it serves as the central administrative office for the *Freedom of Information and Protection of Privacy Act*. This approach has resulted in both benefits and challenges for the Provincial Archives. By the same token, the more common role of a provincial archival institution – actually determining access to records in its custody and control – has, according to the literature, been challenging and problematic. This thesis is a case study of the "Manitoba model." It explores

the history of public recordkeeping and the creation of a reliable government records program at the Provincial Archives of Manitoba, which provided the foundation of access to information. It also discusses how information rights legislation developed in Manitoba, the role of the Provincial Archives in this development, and the impact on it of the responsibilities which have resulted from this role. The thesis examines some of the issues arising out of Canadian access and privacy legislation which have particular implications for archival institutions and concludes with suggestions for changes which address the question of the role of a public archives in relation to information rights legislation.

Andrea M. Paci, "Picture This: Hudson's Bay Company Calendar Images and Their Documentary Legacy, 1913–1970," December 2000.

Between 1913 and 1970, the Hudson's Bay Company (HBC) produced an annual calendar which it distributed free of charge through its department stores, fur trade posts, and various administrative offices. While quantities varied from year to year, on average the HBC sent out one hundred thousand of these calendars on an annual basis. Calendars, of course, are not unique to the Hudson's Bay Company. Mass-produced calendars first appeared in the United States in the middle part of the nineteenth century, and with advances in the printing trade and distribution networks, they quickly became popular tools in the advertising industry.

Now catalogued in the Hudson's Bay Company Archives Documentary Art Collection, the Company calendar is a popular and often-used visual resource. This thesis undertakes an archival analysis of the HBC's calendars by examining the functional context of their creation. In recent years, archivists have been exploring various aspects of information about the provenance of archival records, since this information is essential to the records' care and use. The more archivists and their clients know about the complex contexts which have shaped records, the more meaningful the records will be.

One feature of this contextual information about the history or provenance of records which has received increased attention of late is functional context. By examining in greater depth the functions records creators perform, archivists help foster new ways of understanding the records in their custody. This is especially important and challenging for visual materials in archives, since oftentimes their context of creation has been ignored and is therefore difficult to determine, existing largely outside the visual record itself. The manifestation of this general archival problem is particularized at the Hudson's Bay Company Archives (HBCA) and is the subject of the final chapter. A review of the archival legacy of the Hudson's Bay Company calendars concludes with suggestions for enhancing archival services by employing a wider range of contextual information about these colourful visual documents.

Extensive research in Hudson's Bay Company archival records situates the HBC calendar program within the broader history of the Company's twentieth-century business operations, most notably its efforts to enhance its public relations activities in the half-century leading to its 300th anniversary in 1970. The HBC's calendars, though created by different artists and Company officials and representing a wide range of historical situations, generally conform to a consistent portrayal of the HBC as an institution with an honourable past, one intertwined with and contributing at many key points to the overall progress of Canada. The discourse of the calendars simultaneously reinforced the Company's present-day power and authority, and thus its commercial interests. Consequently, the calendars need to be seen not so much as "pictures of history," but as expressions of the HBC's corporate identity and ideology.

Allison A.P. Gregor, "Going Public: A History of Public Programming at the Hudson's Bay Company Archives," 2001.

Public programming is a function performed by archives in order to create awareness of archives within society as well as to promote their use and educate their sponsors and users in how to use them. The Hudson's Bay Company Archives (HBCA), established in the 1920s, developed a public programming function over the course of the twentieth century. Initially, the archives focused on the creation of societal awareness of the Hudson's Bay Company (HBC) through participation in company public relations campaigns. However, the archives was also interested in promoting awareness and use of its records to scholars in a limited way. The HBCA did so primarily by successfully lobbying the company to ease restrictions on access to its holdings and through publication initiatives such as the Hudson's Bay Record Society (1938–1983), tours and exhibitions. In the latter part of the twentieth century the HBCA expanded its definition of the user to include a larger part of the population. Societal awareness of the HBC remained an important company goal, but societal awareness of the archives as a research centre and education of the user took on new importance. Today, public programs at the HBCA are influenced by computerized technology and relations with parallel institutions. They are seen as ways to help maintain societal awareness of the archives and further the education of users. HBCA public programming has begun to employ computer technology and involve other institutions such as the Manitoba Museum of Man and Nature. The HBCA has succeeded in creating a strong profile within society as a research centre. This success has resulted in sharp increases in the number of users of the archives. HBCA public programming can respond best to this by focusing more on user education, especially through programs designed to improve use of archives by providing richer descriptions of archival documents in the reading room or via the Web.

Kara A. Quann, "Remapping Archives: Cartographic Archives in Theory and Practice at the Provincial Archives of Manitoba," August 2001.

Canadian map archival programs have traditionally adopted a content-oriented approach to cartographic records, emphasizing the informational value and subject-matter of maps in core archival functions. Such an approach has not kept stride with the broader field of archival studies which has exercised a provenance-based, contextual approach in its theory and practice. Because of this, the archival perception of the mapping record has accentuated content over context, discrete over organic, practice over theory and product (published map) over process (map creation). While existing literature has played a legitimate and meaningful role in forming a body of practical cartographic knowledge, it is essential to probe the theory behind map archiving in order to understand maps as archival records.

Postmodernism, a major intellectual force in our times, can serve as a useful tool in the construction of a new framework for map archival theory. Modern society regards cartographic records as objective, scientific representations of a spatial reality. This modernist faith in the authority and accuracy of maps is derived from their technical origins. Maps have become naturalized in contemporary life, perceived as agents in their own right and held up as the source of their attributes. The subject content of cartographic records has often been incorrectly equated with their message. The challenge for the archival profession is to develop a more balanced approach to map archival theory, one which understands cartographic records not only as statements of technologies, but also as value-laden products of human activity with rich contextual information.

This thesis outlines general trends in the historical development of cartographic archives in Europe and North America which have influenced the content-based approach to Canadian map archives. It then suggests how postmodernism can reinterpret traditional assumptions about map archiving, particularly in regard to notions of the archival map as socio-cultural text, the relationship between author, audience and text and the role of the cartographic archivist as co-creator of the mapping record. Using the map program at the Provincial Archives of Manitoba as a case study, the thesis concludes by examining how a postmodern perspective might influence the development of policy in the archival functions of appraisal, acquisition, arrangement/description and public service of a contemporary map archives.

Karyn Taylor, "From Paper to Cyberspace: Changing Communication Technologies and the Implications for Personal Records Archivists," February 2002.

In the last fifty years, and especially within the last decade, the way people

communicate has changed tremendously. Society has gone from largely paper-based means of communication to new computerized technologies. With the widespread use of the Internet, documents that were once tangible and textual are now virtual and composed of bits and bytes. People are creating documents that will never see a conventional physical form. Novels are being created, diaries are being written, and family histories are being organized and displayed, without ever having a familiar physical form.

The problem this creates for archivists is great. While a considerable amount of research has been done on institutional electronic records, and electronic public records in particular, the personal side has been largely ignored. Few people have addressed the enormous implications of computers and, especially, the Internet for personal records in general and personal records archives in particular. While it can be argued that some of the research that is being done on public electronic records can be used by personal records archivists, it can also be said that personal records archivists need to develop an approach of their own when dealing with these new forms of communication.

This study hopes to raise awareness among archivists and researchers of the problems facing personal records archivists in this new era. Chapter One shows that the Canadian "total archives" tradition has meant that personal records have always been an important part of the mandate of Canadian public archives. Researchers and the wider society which funds these archives will thus rightly expect that archivists in these archives will address the matter of personal electronic records. Chapter Two provides an overview of archival responses to institutional electronic records and archives. This will show that heavy emphasis has been placed on public or government electronic records. While this orientation can provide useful insights for personal records archivists, it does not address all of their concerns. Chapter Three will examine some of the most recent developments in computerized communications technologies people are using when creating personal documents. These technologies pose new challenges for personal records archivists. A short history of personal communications will put this challenge into context. Chapter Four will convey various archival responses to personal electronic records. Some archival institutions (including the Provincial Archives of Manitoba, the University of Manitoba Department of Archives and Special Collections, and the National Archives of Canada) have been surveyed to see how they have responded to personal electronic records and how they plan to do so in future.

This thesis aims to raise awareness among archivists and researchers of the implications of personal electronic records for archives. This is an important, yet largely understudied, aspect of archives. It is hoped that this study will further examination of this key problem by archivists and others alike.

Carole Barnabé, « Le service des archives du Collège universitaire de Saint-Boniface : son établissement et son avenir », 2002.

Situé au coeur de la communauté francophone, le Collège universitaire de Saint-Boniface (Collège) peut faire remonter ses origines à 1818. Il en est l'une des institutions les plus reconnues. Considérée comme le berceau de la culture franco-manitobaine, cette institution demeure un exemple en voulant préserver son histoire.

La littérature archivistique récente explore souvent le même thème : la contextualité de l'information. Cette méthode de travail requiert une analyse des structures fonctionnelles d'une institution. Dans la présente recherche, nous allons utiliser l'analyse fonctionnelle afin de comprendre les rouages du Collège et la complexité de son environnement. Nous allons ensuite étudier la viabilité de garder un service des archives dans une si petite université francophone. Nous allons également explorer les différentes options que pourraient choisir l'administration si celle-ci décidait de mettre fin à son service des archives. La question primordiale tourne donc autour de l'importance qu'accordent à leur histoire le Collège et la communauté franco-manitobaine en général.

Nécessairement, une institution essaie de garder un lien entre son passé et son avenir. Le rôle d'un service des archives est d'abord de servir l'institution qui l'a mis sur pied. Les dossiers qui son créés reflètent donc ses fonctions. De plus, l'institution devient en quelque sorte une mémoire sociale, qui va au-delà des portes de l'organisme, puisqu'elle affecte plusieurs citoyens de la société. Dans le cas du Collège, les personnes concernées sont celles qui luttent pour la survivance de la francophonie. Institution d'importance symbolique, le Collège projette l'image de ce que devrait être un Franco-Manitobain. N'est-ce pas un de ses rôles comme institution francophone de pouvoir faire sa part pour la communauté qu'il dessert?