

# Victoria University Archives

## Finding Aid - Victoria University (Toronto, Ont.). Committee of Management Fonds (2058)

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# Victoria University (Toronto, Ont.). Committee of Management Fonds

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## Summary information

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<b>Repository:</b>	Victoria University Archives
<b>Title:</b>	Victoria University (Toronto, Ont.). Committee of Management Fonds
<b>ID:</b>	2058
<b>Category [alternative]:</b>	Administrative Bodies
<b>Date:</b>	1903-1951 (date of creation)
<b>Physical description:</b>	96 cm of textual records
<b>Dates of creation, revision and deletion:</b>	Created by: MB 2017 Updated by: JT May 28 2019
<b>Note [generalNote]:</b>	See also Fonds 2067 - Victoria University (Toronto, Ont.). Dean of Women fonds; Fonds 2095 - Victoria Women's Association fonds; Fonds 2066 - Annesley Student Government Association fonds; Fonds 2000 - Board of Regents fonds, series 6, subseries 3 (Records of the Wymilwood Management Committee).

## Administrative history / Biographical sketch

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### Note

The Committee of Management was constituted in 1903 with the opening of Annesley Hall. The Board of Regents had resolved the year earlier that a group of ladies be organized to oversee the administration of women's residences. Many of the members were also members of the Barbara Heck Memorial Association (V.W.A.) who continued to be involved with the women's residence. The constitution of the Committee of Management gave its members charge of the regulations for students, the direction of finances, and the appointment of staff. Standing committees were also appointed in order to overlook finances, the gymnasium and the infirmary. The Committee had eighteen members, nominated by the VWA and approved by the Board of Regents. Margaret Burwash (1902-13), Mrs. R. N. (Mary Jane Crossen) Burns (1913-30), and Mrs. A. E. (Florence Warner) Lang (1930-32) served as Presidents. Beginning in 1920, the Committee of Management lost most of its power over the finances of the residences. In 1932, the Board of Regents hired a warden to take over the administration of residences from the Committee of Management and the Committee merged into the Women's Council.

### Custodial history

Originally these records were part of the Records related to Women Collection (Fonds 2069) but were made into their own fonds in 2017.

## Scope and content

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Fonds consists of three series: Committee Records, which includes minutes of the Committee, reports of the Dean of Residences/Dean of Women to the Committee, correspondence, by-laws and constitutions, financial reports and other documents related to the management of residences. This fonds also contains the Records of the Women's Student Union Advisory Committee / Wymilwood Committee series, as well as the Records of the Women's Council series.

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## Notes

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### Title notes

- **Source of title proper:** Title based on the contents of the fonds.

### Immediate source of acquisition

Transfer  
1987.132V  
1990.064V  
1990.065V  
1990.138V  
1990.147V

### Accruals

No further accruals are anticipated.

### Other notes

- **Publication status:** Published
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## Access points

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- Textual records (documentary form)
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## Series descriptions

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<b>Series 2058-1: Committee Records</b>
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Date: 1903-1932 (date of creation)

Scope and content:

Includes minutes of the Committee, reports of the Dean of Residences/Dean of Women to the Committee, correspondence, by-laws and constitutions, financial reports and other documents related to the management of residences.

Physical description: 72 cm of textual records

Accruals:

No further accruals are anticipated

Publication status:

Published

**File / item list**

Ref code	Title	Dates	Access status	Container
2058-1-1990.064V-1-1	File - Annesley Hall Committee of Management: Minute book (Vol. I)	1905-1911		
2058-1-1990.064V-1-2	File - Annesley Hall Committee of Management: Minute book (Vol. II)	1911-1914		
2058-1-1990.064V-1-3	File - Annesley Hall Committee of Management: Minute book (Vol. III)	1914-1916		
2058-1-1990.064V-1-4	File - Annesley Hall Committee of Management: Minute book (Vol. IV)	1916-1920		
2058-1-1990.064V-2-1	File - Annesley Hall Committee of Management: Minute book (Vol. V), with index to Vols. I to V	1920-1929		
2058-1-1990.064V-2-2	File - Annesley Hall Committee of Management: Minute book	1929-1932		
2058-1-1990.064V-2-2A	File - Minutes of Residence Extension Committees	1912-1926		
2058-1-1990.064V-2-2c	File - Extract from Minutes - Statement Regarding the Tennis Courts	June 19 1917		
2058-1-1990.064V-2-3	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1903-1906		
2058-1-1990.064V-2-4	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1907-1908		
2058-1-1990.064V-2-5	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1909		
2058-1-1990.064V-2-6	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1910		
2058-1-1990.064V-2-7	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1911		

2058-1-1990.064V-2-8	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1912
2058-1-1990.064V-2-9	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1913
2058-1-1990.064V-2-10	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1914
2058-1-1990.064V-2-11	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1915
2058-1-1990.064V-2-12	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1916
2058-1-1990.064V-2-13	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1917
2058-1-1990.064V-3-1	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1918
2058-1-1990.064V-3-2	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1919
2058-1-1990.064V-3-3	File - Annesley Hall Committee of Management: Reports of Dean of Annesley Hall	1920
2058-1-1990.064V-3-4	File - Annesley Hall Committee of Management: Reports of Dean of Women	1921
2058-1-1990.064V-3-5	File - Annesley Hall Committee of Management: Reports of Dean of Women	1922
2058-1-1990.064V-3-6	File - Annesley Hall Committee of Management: Reports of Dean of Women	1923-1924
2058-1-1990.064V-3-7	File - Annesley Hall Committee of Management: Reports of Dean of Women	1925
2058-1-1990.064V-3-8	File - Annesley Hall Committee of Management: Reports of Dean of Women	1926
2058-1-1990.064V-3-9	File - Annesley Hall Committee of Management: Reports of Dean of Women	1927
2058-1-1990.064V-3-10	File - Annesley Hall Committee of Management: Reports of Dean of Women	1928-1929
2058-1-1990.064V-3-11	File - Annesley Hall Committee of Management: Reports of Dean of Women	1930
2058-1-1990.064V-3-12	File - Annesley Hall Committee of Management: Reports of Dean of Women	1931-1932

2058-1-1990.064V-3-13	File - Annesley Hall Committee of Management: Reports of Dean of Women	[n.d.]
2058-1-1990.064V-3-14	File - Secretary of Annesley Hall Committee of Management	[1932?]
2058-1-1990.064V-3-15	File - Annesley Hall Annex (South Hall)	1906-1907
2058-1-1990.064V-3-16	File - South Hall	1907-1914
2058-1-1990.064V-3-17	File - Bloor House	1914
2058-1-1990.064V-3-18	File - Director of Household of Annesley Hall	1905-1907
2058-1-1990.064V-3-19	File - Director of Physical Education	1905-1913
2058-1-1990.147V-3-20	File - Examining Physician	1905-1930 [missing: 1912-1920]
2058-1-1990.064V-3-21	File - Nurse	1913-1918
2058-1-1990.064V-3-22	File - Nurse	1918-1925
2058-1-1990.064V-3-23	File - Infirmary Committee	1913
2058-1-1990.064V-3-24	File - Committee re Dieticians	1913-1914
2058-1-1990.064V-3-25	File - Committee to decide which students should be in Residence at Annesley Hall	1918
2058-1-1990.064V-3-26	File - Committee on Kitchens	1925
2058-1-1990.064V-3-27	File - Annesley Hall Committee of Management: Correspondence: General	1905-1911
2058-1-1990.064V-3-28	File - Annesley Hall Committee of Management: Correspondence: General	1912-1913
2058-1-1990.064V-3-29	File - Annesley Hall Committee of Management: Correspondence: General	1914
2058-1-1990.064V-3-30	File - Annesley Hall Committee of Management: Correspondence: General	1915-1919
2058-1-1990.064V-3-31	File - Annesley Hall Committee of Management: Correspondence: General	1920-1921
2058-1-1990.064V-4-1	File - Annesley Hall Committee of Management: Correspondence: General	1922-1926
2058-1-1990.064V-4-2	File - Annesley Hall Committee of Management: Correspondence: General	1927-1932
2058-1-1990.064V-4-3	File - Appointments and regulations for staff of women's residences (Nurses, Dietitians, etc.)	1904-1913
2058-1-1990.064V-4-4	File - Appointments and regulations for staff of women's residences (Nurses, Dietitians, etc.)	1914-1924
2058-1-1990.064V-4-5	File - Appointments and regulations for staff of women's residences (Nurses, Dietitians, etc.)	1925-1929
2058-1-1990.064V-4-6	File - Annesley Hall Committee of Management: Financial records: Annual financial statements re women's residences	1904-1931
2058-1-1990.064V-4-7	File - Annesley Hall Committee of Management: Financial records: re South Hall	1907-1915

2058-1-1990.064V-4-8	File - Annesley Hall Committee of Management: Financial records: Statements re furnishings and repairs	1921-1931
2058-1-1990.064V-4-9	File - Annesley Hall Committee of Management: Members' Lists	1903-1914
2058-1-1990.064V-4-10	File - Annesley Hall Committee of Management: Members' Lists	1915-1932
2058-1-1990.064V-4-11	File - Annesley Hall Committee of Management: Constitutions	1910-1914, [n.d.]
2058-1-1990.064V-4-12	File - Annesley Hall Committee of Management: By-laws	1910-1918
2058-1-1990.064V-4-13	File - Annesley Hall Committee of Management: Historical sketches	[n.d.]
2058-1-1990.147V-1-1	File - Annesley Hall Committee of Management: Financial records: Cash book	1903-1910
2058-1-1990.147V-1-2	File - Annesley Hall Committee of Management: Financial records: Journal	1910-1915
2058-1-1990.147V-1-3	File - Annesley Hall Committee of Management: Financial records: Journal (South Hall)	1906-1915
2058-1-1990.147V-1-4	File - Annesley Hall Committee of Management: Financial records: Journal (Annesley Hall Annex - 81 Charles St. W.)	1913-1915
2058-1-1990.147V-2-1	File - Annesley Hall Committee of Management: Financial records: Ledger	1903-1910
2058-1-1990.147V-2-2	File - Annesley Hall Committee of Management: Financial records: Ledger	1910-1915
2058-1-1990.147V-2-3	File - Annesley Hall Committee of Management: Financial records: Ledger	1915-1916
2058-1-1990.147V-2-4	File - Annesley Hall Committee of Management: Financial records: Ledger (South Hall)	1906-1915
2058-1-1990.147V-2-5	File - Annesley Hall Committee of Management: Financial records: Ledger (residence room accounts)	1907-1912

### **Series 2058-2: Records of the Women's Student Union Advisory Committee / Wymilwood Committee**

Creator: Women's Student Union Advisory Committee

Date: 1917-1930 (date of creation)

Scope and content:

Series consists of the minutes of the Women's Student Union Advisory Committee and minutes of the Wymilwood Committee. Also includes reports of the Head of the Union, the Union's financial records, lists of members, and ephemera from the opening of Wymilwood.

Physical description: 12 cm of textual records

Arrangement:

Records were initially placed in the Records related to Women collection, but we made into their own series under the Committee of Management to better reflect their provenance.

Related material:

See the ephemera collection <http://library.vicu.utoronto.ca/archives/ephemera>

Accruals:

No further accruals are anticipated

Publication status:

Published

**File / item list**

Ref code	Title	Dates	Access status	Container
2058-2-1990.138V-1-1	File - Minutes of Women's Student Union Advisory Committee	1917-1919		
2058-2-1990.138V-1-2	File - Women's Student Union Advisory Committee : Announcements re opening of Women's Student Union	1917		
2058-2-1990.138V-1-3	File - Special Committee (to consider a Student's Union and appointment of a woman on the staff)	1917		
2058-2-1990.138V-1-4	File - Reports of Head of the Women's Student Union [M.H. Skinner, Head of the Union]	1917		
2058-2-1990.138V-1-5	File - Reports of Head of the Women's Student Union [M.H. Skinner, Head of the Union]	1918		
2058-2-1990.138V-1-6	File - Reports of Head of the Women's Student Union [M.H. Skinner, Head of the Union]	1919		
2058-2-1990.138V-1-7	File - Report to the Committee of Management of the Victoria Women's Union of the Dietitian, H.R. Carscadden	1919		
2058-2-1990.138V-1-8	File - Committee on Student's Union and Women's Residence	1920		
2058-2-1990.138V-1-9	File - Women's Student Union Financial statements, South Hall	1917-1919		
2058-2-1990.138V-1-10	File - Lists of Graduate Members and Guests - Victoria Women's Union [written by M.H. Skinner, Head of the Union]	1917-1920		
2058-2-1990.138V-1-11	File - Correspondence and circulars of the Head of the Union	1917-1926		
2058-2-1990.138V-1-12	File - Documents re gift of Wymilwood	1925-1926		
2058-2-1990.138V-1-13	File - Printed ephemera and clippings re opening of Wymilwood	1926		
2058-2-1990.138V-1-14	File - Reports of Head of the Women's Student Union	1926-1930		

2058-2-1990.138V-1-15	File - Rules for the Union	1919-1925
2058-2-1990.138V-1-16	File - Wymilwood Operating Account Statements	1926
2058-2-1990.138V-1-17	File - Minute book of Wymilwood Committee	1925-1928
2058-2-1990.138V-1-18	File - Minute book of Wymilwood Committee	1928-1932
2058-2-1990.138V-1-19	File - Minute book of Sub-Committee on Rates	[ca. 1926-1928]

### Series 2058-3: Records of the Women's Council

Creator: Victoria University (Toronto, Ont.). Women's Council

Date: 1932-1951 (date of creation)

Scope and content:

Series consists of minutes and reports of the Women's Council, copies of the Constitution and lists of members.

Physical description: 12 cm of textual records

Arrangement:

Records were initially placed in the Records related to Women collection, but we made into their own series under the Committee of Management to better reflect their provenance.

Related material:

See the ephemera collection <http://library.vicu.utoronto.ca/archives/ephemera>

Accruals:

No further accruals are anticipated

Publication status:

Published

#### File / item list

Ref code	Title	Dates	Access status	Container
2058-3-1987.132V-1TR	File - Minutes and reports of the Women's Council and Executive Committee	1942-1951		
2058-3-1990.065V1-1	File - Minutes and reports of the Women's Council	1932-1933		
2058-3-1990.065V1-2	File - Minutes and reports of the Women's Council	1934-1935		
2058-3-1990.065V1-3	File - Minutes and reports of the Women's Council	1936		
2058-3-1990.065V1-4	File - Minutes and reports of the Women's Council	1937		

2058-3-1990.065V1-5	File - Minutes and reports of the Women's Council	1938
2058-3-1990.065V1-6	File - Minutes and reports of the Women's Council	1939
2058-3-1990.065V1-7	File - Minutes and reports of the Women's Council	1940
2058-3-1990.065V1-8	File - Minutes and reports of the Women's Council	1941
2058-3-1990.065V1-9	File - Minutes and reports of the Women's Council	1942-1943
2058-3-1990.065V1-10	File - Minutes of Executive Committee of the Women's Council	1932-1935
2058-3-1990.065V1-11	File - Minutes of Executive Committee of the Women's Council	1936-1937
2058-3-1990.065V1-12	File - Minutes of Executive Committee of the Women's Council	1938-1939
2058-3-1990.065V1-13	File - Minutes of Executive Committee of the Women's Council	1940-1942
2058-3-1990.065V-1-14	File - Women's Council - Minutes of Advisory Committee to the Dean	1932-1933
2058-3-1990.065V-1-15	File - Women's Council - Minutes of Advisory Committee to the Warden / House Committee	1932-1933
2058-3-1990.065V-1-16	File - Women's Council - Minutes of Committee on Medical Service to Victoria College Women	1934-1935
2058-3-1990.065V-1-17	File - Women's Council - Constitutions	[n.d.]
2058-3-1990.065V-1-18	File - Women's Council - Members' Lists	1932-1951
2058-3-1990.065V-1-19	File - Women's Council - Reports to the Board of Regents	1933-1936
2058-3-1990.065V-1-20	File - Women's Council - Correspondence of the Dean of Women ("Women's Council-General")	1935-1945