

CURRICULUM VITAE

PERSONAL DETAILS

- 1. NAME:** Professor Justus Murunga Wamukoya, PhD.
- 2. DATE OF BIRTH:** 11 November, 1951.
- 3. MARITAL STATUS:** Married with four children.

ACADEMIC AND PROFESSIONAL QUALIFICATIONS

1. Doctor of Philosophy in Archival Studies (University College London, 1996).
2. M.A Degree (Distinction) in Archival Studies (University College London, 1990).
3. M.Litt. Degree in Oral Tradition and Ethnology (University of Edinburgh, Scotland, 1982).
3. BA, 2nd Class (Hons) (Lower Division), University of Nairobi, Kenya, 1979. Majored in English Literature.

POSITION HELD CURRENTLY AT MOI UNIVERSITY

1. 1st October, 2015. Appointed on Promotion as Professor of Archival Science, in the School of Information Sciences, Moi University.
2. 1st August, 2014. Appointed Dean, School of Information Sciences, Moi University following a competitive interview process.
3. 3rd February, 2009. Appointed on Promotion as Associate Professor of Archival Science, in the School of Information Sciences, Moi University.
4. 27th may, 2014. Appointed by the then Dean, Professor Japhet Otike, as School of Information Sciences Academic Programmes Coordinator for Nairobi Campus.
5. 6th August, 2007. Returned to School of Information Sciences, Moi University in the position of Senior Lecturer, after Leave of Absence at the University of Botswana for a Period of four years.

POSITIONS HELD PREVIOUSLY AT UNIVERSITY OF BOTSWANA

1. 1st August, 2003 – 31st July, 2007. Senior Lecturer, Department of Library and Information Studies, University of Botswana.

WORK EXPERIENCE/POSITIONS HELD PREVIOUSLY

1. 1st August, 2014, Appointed Dean, School of Information Sciences, Moi University, Eldoret, Kenya.
2. 1st July 1997, Appointed HOD, Archives and Records Management, Faculty of Information Sciences, Moi University, Kenya.
3. 21st April, 1997, Appointed Senior Lecturer, Department of Archives and Records Management, Faculty of Information Sciences, Moi University, Eldoret, Kenya.
4. 1st December, 1991, Appointed Ag. Head, Department of Archives and Records Management, Faculty of Information Sciences, Moi University, Eldoret, Kenya.
5. 4th September, 1991, Appointed Lecturer, Department of Archives and Records Management, Faculty of Information Sciences, Moi University, Eldoret, Kenya.
6. 5th June, 1989, Appointed Tutorial Fellow, Department of Archives and Records Management, Faculty of Information Sciences, Moi University, Eldoret, Kenya.
7. 1987, Appointed Archivist 1, Kenya National Archives Department, Nairobi Kenya.
8. 19th September, 1984, Appointed Archivist II, Kenya National Archives Department, Nairobi, Kenya.
9. 4th November, 1982, Appointed Provincial Archivist in-charge of Nairobi, Nairobi, Kenya.
10. 10th August 1979, Appointed Archivist III, Kenya National Archives Department, Nairobi, Kenya.
11. 1979, Research Assistant for two months, Bureau of Educational Research, University of Nairobi, Kenya, on a Project funded by CARE International.
12. 1975, Taught as Untrained Teacher at Sirikwa Secondary School, Eldoret, Kenya for seven months.
13. 1974, Taught as Untrained Teacher at Kombani Secondary School, Kwale District, for three months.

TEACHING: COURSES TAUGHT AT UNIVERSITY OF BOTSWANA (1-AUGUST 2003-31 JULY 2007).

1. REC 012: Introduction to Archives.
2. REC 013: Introduction to Archival Arrangement and Description.
3. REC 016: Practicum
4. REC 213: Introduction to Preservation and Conservation.
5. REC 216: Records Centre Management.

6. REC 601: Theory and Practice of Records Management.
7. REC 603: Advanced Course on Preservation and Conservation.
8. LIS 627: Research Methods (Team Teaching).
9. LIS 632: Special Topics in Information Science, Archives and Records Management.

TEACHING: COURSES TAUGHT AT MOI UNIVERSITY, ELDORET, KENYA (5 MAY 1989-31 JULY, 2003).

10. INS 110: Introduction to Information Sciences (team teaching)
11. INS 211 Introduction to Records Management
12. INS 217 Introduction to Archives Management
13. INS 314: Registry Management
14. INS 318: Preservation of Information Materials
15. INS 416: Research Project (supervision)
16. INS 420: Advanced Records Management
17. INS 421: Advanced Archives Management
18. INS 422: Marketing of Records and Archives Services
19. INS 423: Records Centre Management

TEACHING: CURRENT ASSIGNMENTS AT MOI UNIVERSITY (UNDERGRADUATE PROGRAMMES).

20. INS 420: Records Management
21. INS 421: Archives Management
22. INS 424: Management of Business Records
23. INS 406: Freedom of Information and Governance.
24. INS 452: Quality Assurance in Records and Archives.

(MASTERS PROGRAMMES).

25. RAM 800: Records Requirements for Business Systems
26. RAM 810: Advanced Records Management
27. RAM 811: Advanced Archives Management

28. RAM 812: Advanced Electronic Records Management
29. RAM 813: Record Keeping and Governance
30. RAM 815: Records Management and Service Delivery
31. RAM 817: Advanced Preservation Management
32. RAM 819: Managing Legal Records
33. RAM 821: Managing Financial Records
34. RAM 824: Management of Electronic Records
35. RAM 825: Preservation Management
36. RAM 823 (E): Managing Records in Business Organizations

PHD PROGRAMMES

37. **RAM 900:** Contemporary Issues in Records and Archives
- RAM 902:** Risk Management and Business Continuity Planning for Information Management
38. **RAM 904:**Seminars
39. **RAM 905:**Ethical Issues in Records and Archives Management
40. **RAM 906:**Strategic Planning for Electronic Records Management
41. **RAM 911:**Record Keeping Metadata and Standards

OTHER TEACHING ASSIGNMENTS

42. Part-time lecturer, Institute of Development Management (IDM), Gaborone, Botswana (August 2003 – May 2004)

PUBLICATIONS IN REFEREED JOURNALS

1. Iddi Juma, Justus Wamukoya and Caroline Wekulo “The Role of Digital Libraries in Bridging the Knowledge Gap in Africa”. **Mousaion 32 (1): 2014. Pp64-82.**
2. Evans Munge, Daniel C. Rotich and Justus Wamukoya. “A Situational Analysis of Information Management in Selected Government Ministries in the Context of Kenya Vision 2030”. **African Journal of Library and Information Science, Vol.24, No.1, 2014, pp15-26..**

3. Justus Murunga Wamukoya, "The Role of Record Keeping and Open Government Data Initiatives in Fostering A Critical Development of Open Government Policies and Public Services in sub-Saharan Africa". **Mousaion, South African Journal of Information Studies, Vol. 30 (2), 2013.**
Pp. 116 – 126.
4. Juliet Erima and Justus Wamukoya. "Aligning Records Management and Risk Management with Business Processes: A Case Study of Moi University, Eldoret, Kenya". **Journal of the South African Society of Archivists, Vol. 45, 2012.** Pp. 24 – 38.
4. Mwangi Peninah and Wamukoya. "Digital Preservation of Agricultural Information at Kenya Agricultural Research Institute. **Esarbica Journal, Vol. 31, 2012. Pp. 99-110. ISSN: 2220-6442.**
5. Justus Wamukoya and James Lowry. "A Regulatory Framework for the Management of Records: Assessments in Kenya, Uganda and Tanzania".
Esarbica Journal, Vol. 32, 2012. Pp. 68 – 76.
6. Wamukoya, J.M. "Public Sector Information Management in East and Southern Africa: Implications for Democracy and Governance", **East African Journal of Information Science, Vol.1. No.002, 2009, pp 67-87.**
7. Mnjama, N; Wamukoya, J. "E-Government and Records Management: An Assessment Tool for E-Records Readiness in Government", **Electronic Library, Volume 25, No. 3, 2007, pp274 - 284**
8. Mutula, S.M; Kalusopa, T; Kgomotso, M; Wamukoya, J. "Design and Implementation of an Online Information Literacy Module: Experience of the Department of Library and Information Studies, University of Botswana", **Online Information Review, Volume 30, No.2, 2006, pp. 168-187**
9. Mutula, S.M; Wamukoya, J.M; Zulu, S. "An Evaluation of Information Literacy Competencies Among Library and Information Science Students at University of Botswana", **Journal of InterLibrary Loan, Document Delivery and Electronic Reserve, Volume 15, No. 3, 2005, pp. 77-93.**
10. Wamukoya, J.M; Mutula, S.M. "Capacity Building Requirements for e-Records Management: the Case in East and Southern Africa", **Records Management Journal, Vol. 15, No.2, 2005, pp 71-79.**

11. Wamukoya, J; Mutula, S. "E-Records Management and Governance in East and Southern Africa", **Malaysian Journal of Library and Information Science**, **Volume 10, No. 2, December 2005**, pp. 67 - 83
12. Kemoni, H; Wamukoya, J.M; Kiplanga'at, J. "Obstacles to Utilization of Information Held by Archival Institutions: A Review of Literature, **Records Management Journal**, **Volume 13, No.1, 2003**. pp 38-42.
13. Barata, K; Kutzner, J; Wamukoya, J.M. "Records, Computers and Resources: A Difficult Equation for sub-Saharan Africa", **Information Management Journal**, **2001**, pp 34-42.
14. Wamukoya, J.M; Kemoni, H. "Educating Record Keeping Professionals in Africa: The Case of Moi University, Kenya, **ESARBICA Journal**, **2001**, pp 105-110.
15. Wamukoya, J.M. "Records: A Neglected Resource in Africa", **Records Management Journal**, **Volume 5, No.1, 1995**, pp 15-22
16. Wamukoya, J.M. "Administrative Reforms and the Role of the National Archives in Africa", **Information Development**, **Volume 10, No.3, 1994**, pp 204-207
17. Wamukoya, J.M. "Significant Steps Towards the Improvement of the Archival Service in Kenya", **ESARBICA Journal**, **Volume 10: 1988**.

ARTICLES IN NON REFEREED JOURNALS

1. Wamukoya, J.M (1987), "Launching a Records Management Programme in Kenya", **ACARM NEWSLETTER**, No. 4, pp 13-15.
2. Wamukoya, J.M (1989), "The Creation and Organization of Central and Local Government Records", **Conference Proceedings Published in ESARBICA Proceedings No. 10**, pp. 11-43.
3. Wamukoya, J.M (1992), "The Training of Archivists for the Nineties and Beyond: Moi University's Harmonised Programme", **Records Management Bulletin**, **Issue No.50**, pp. 11-15.
4. Wamukoya, J.M (1996), "The Faculty of Information Sciences, Moi University", **ACARM NEWSLETTER**, **Issue No.16**, pp 33-34.
5. Mutula, S; Wamukoya, J; and Zulu, S. "An Evaluation of Information Literacy Competencies Amongst LIS students at the University of Botswana; **LONAKA BULLETIN**, **University of Botswana**, **March 2005**, pp 3-13.

6. Mwangi W. P & Wamukoya, J. (2009). "Promoting Use of Agricultural Information and Technologies through Digitization and Networking with Reference to the Kenya Agricultural Information Network (KAINet) Pilot Project", **ACARM Newsletter 2009**.

TEXTBOOKS PUBLISHED

1. James Lowry and Justus Wamukoya (Eds) (2014). Integrity in Government Through Record Keeping: Essays in Honour of Dr. Anne Thurston, Abingdon: **Ashgate, UK: Publishing.**
2. Mutula, S.M & Wamukoya, J.M (2007), Web Information Management: A Cross-Disciplinary Textbook, **Oxford-England: Chandos Publishing Oxford.**

CHAPTERS IN BOOKS

1. Wamukoya, J (2014). "Records Management and Governance in Africa in the Digital Age", in Lowry, J & Wamukoya, J. Eds.). Integrity in Government through Records Management. **Abingdon, UK: Ashgate Publishing.**
2. Mnjama, N; Wamukoya, J; Mutula, S (2008). "E-Government and E-Records", In **Aina, L.O; Mutula, S.M; Tihamiyu, M. (Eds.)** Information and Knowledge Management in the Digital Age: Concepts, Technologies and African Perspectives. Ibadan: Third World Information Services Limited.
3. Mutula, Stephen M & Wamukoya, Justus (2007). "E-Government Readiness in East and Southern Africa", In **Encyclopedia of Digital Government (Vol. II, E-H), Hershey: IDEA GROUP REFERENCE, pp 571-579.**
4. Barata, K; Cain, P; Routledge, D; Wamukoya, J.M (2002), "Information for Accountability Workshops: Their Role in Promoting Access to Information", in, Cox, **R & Wallace, D (2002) (Eds), Archives and the Public Good: Accountability and Records in Modern Society, Connecticut: Quorum Books, pp. 67-88.**

5. Wamukoya, J.M (1996), "Faculty of Information Sciences, Moi University, Eldoret", in **McIlwaine, J (1996) (Ed)**, Writings on African Archives, **London: Hans Zell**.

BOOK REVIEW

- Wamukoya, J.M (1994), "When We Began There Were Witchmen: An Oral History from Mount Kenya", **SCOLMA**, PP. 59-60.

TEACHING MATERIALS (MODULES)

- Piers Cain, Kimberly Barata, Dawn Routledge, Wamukoya, Justus (2000). **Source Book and Workbook on Information for Accountability Workshops**.
- **Management of Public Sector Records Modules (1999)**. Working with the International Records Management Trust (UK), produced a Series of modules and case studies for use in Universities and institutions of higher learning. The materials are in use in various Universities and institutions around the world including Moi University and have also been translated into Spanish.

TEACHING NMATERIALS (VIDEOS)

- Videos on Records Management (1996). Collaborated with the International Records Management Trust to produce two video films which are widely used in teaching and training of records and archives professionals worldwide. The films are:
- Towards Good Government: Records Management and Public Sector Reform in Tanzania.
- Protecting the People: Records Management and Citizens Rights in Ghana.

CONSULTANCIES AND RESEARCH REPORTS

1. 2012. Consultant Facilitator, at a Workshop to develop a Records Management Policy for the Ministry of Foreign Affairs, held at Merika Hotel, June 4-8, 2012. Draft Records Management Policy has already been delivered to the Ministry.
2. 11th April-11th May, 2012. Lead Facilitator on a Consultancy to develop Personnel Records Management Guidelines for the Government of Tanzania.

3. May-August 2011. Lead Consultant, on a Research Project funded by IDRC (Canada) to **Review** “Status of Policies on Records Management, e-Government, ICTs and Freedom of Information in Countries of the East African Community”.
4. 17th June, 2010. Consultant/Trainer during a Workshop on Records Management Practices for Judiciary staff at the Chief Magistrates Court, Eldoret.
5. June 2007. Produced a report titled “Impact Assessment of the DLIS Programme on the Botswana Labour Market”. This followed a Study conducted by Wamukoya, J; Zulu, S; and Kalusopa, T. The Study was funded by The Office of Research and Development, University of Botswana.
6. January 2005. Contracted by the International Records Management Trust on Behalf of ESARBICA to Develop a Proposal on “Building Capacity for Electronic Records Management in East and Southern Africa”. The Proposal was developed by Wamukoya, J and Mutula, S.
7. Consultant/Trainer, Botswana National Archives Eight-Week Course on Records Management, July/August, 2003.
8. 26th January-8th February, 2003. Contracted by the Ministry of Public Service, Uganda, to conduct Records Appraisal Workshops for Directors and their Deputies and to Review Draft Documents on General Retention and Disposal Schedules for Government Records.
9. 29th-30th August, 2000. With Kimberley Barata, facilitated Workshops on Governance and Information Accountability, funded by the World Bank/Danish Trust Fund, held at the British Council, Accra, Ghana.
10. 12thJune-9th August, 2000. Course Director/Trainer, of an Eight Week Course to Induct New Records Management Staff at the Botswana National Archives and Records Services.
11. May, 2000. With Kimberley Barata, Piers Cain and Dawn Routledge, conducted a Pilot Study in Dar es Salaam, Tanzania for IRMT, funded by the World Bank, on Governance, Accountability and Anti-Corruption Strategies in sub-Saharan Africa.
12. 27th-28th, March, 2000. With Kimberley Barata, facilitated Workshops on “Governance and Information for Accountability”, for Members of Parliament

and Civil Society, funded by the World Bank/Danish Trust, held at the British Council, Dar es Salaam, Tanzania.

13. 5th July-13 August, 1999. Trainer, United Nations Population Fund (UNFPA) Six Weeks Course for Kenyan Journalists on "Repackaging and Communication of Population and Reproductive Health Information" held at the Faculty of Information Sciences, Moi University.
14. May 1999. Reviewer, IRMT Management of Public Sector Records Training Module on Managing Hospital Records.
15. 1998-2001. Lead Consultant, DFID Funded Tanzania Government Records Management Improvement Project to Decongest and Restructure Records Systems in 15 Sector Ministries.
16. 27th July-7th August, 1977. IRMT/ODA consultancy to agree with Government of Tanzania, a Detailed Strategy, to establish Efficient and Effective Records Management Systems in the Tanzania Civil Service within the Framework of the Government's Civil Service Reform Programme.
17. 6th-20th May, 1997. Conducted an IRMT and ODA funded inception visit to prepare for the Launch of the Tanzania Government Records Management Improvement Project.
18. 2nd-25th March, 1997. with Piers Cain, conducted a Study Sponsored by the ODA and IRMT, to assess the information needs of the Secretariat of the Commission for East African Co-operation in four cities, namely, Nairobi, Kampala, Dar es Salaam and Arusha.

WORKSHOP PROCEEDINGS

1. Proceedings of the Information for Accountability Workshops, organized by Transparency International (TI) and International Records Management Trust and funded by the World Bank and Danish Trust Fund on Governance, held in Dar es Salaam, Tanzania, 28 March, 2000.
2. Proceedings of the Information for Accountability Workshops, organised by Transparency International (T) and International Records Management Trust and funded by the World Bank and Danish Trust Fund on Governance, held in Accra, Ghana, 30-31 August, 2000.

THESES AND DISSERTATIONS BY ME

1. 1982: “The Significance of Luhya Oral Narratives”, Thesis in Partial Fulfillment of the Master of Letters (M.Litt) Degree in Oral Traditions and Ethnology, University of Edinburgh, Scotland.
2. 1990: “Developing Records Retention Schedules: A Case Study of Ghana”. Dissertation in Partial Fulfillment of the Master of Arts (M.A) Degree in Archival Studies, University College, London.
3. 1996: “Records Management and Administrative Reform Programmes in Kenya”, Thesis in Partial Fulfillment of the PhD Degree in Archival Studies, University College London.

SUPERVISION OF THESES AND DISSERTATIONS

(PHD THESES)

1. Naftali Chweya Oganga. “Development of a Risk Management Strategy for Public Records and Archives in Government Ministries in Kenya”. **(Field data analysed. Final thesis draft being reviewed).**
2. Adock Dube. “Assessing Financial Records Management Risks and their Effects on the Core Business of State Universities in Zimbabwe”. School of Information Sciences, Moi University.**(Could not graduate in Dec 2016 due to fee arrears).**
3. Lillian Dickson Isowe. “Utilisation of Information Communication Technologies by Distance Learners at the Open University of Tanzania Library in Accessing Academic Information”. **(Graduated in Dec 2016).**
4. Mbaruk Haji. “The Role of Records in Promoting Good Governance in Zanzibar”, PhD Thesis, School of Information Sciences, Moi University. **Graduated December, 2014.**
5. Tabitha Ndiku. “Access to and Use of Information by School Children in Selected Nairobi Slums in Nairobi, Kenya”. **(Graduated December, 2014).**
6. Cecilia Njoroge. “Conceptualisation and Design of a School-Based Child Sexual Abuse Awareness Programme in Nairobi County”. **(Graduated in December, 2014).**

7. Role Evans Mwangi. "Information Management in Selected Government Ministries in the Context of Kenya Vision 2030". PhD Thesis, School of Information Sciences, Moi University. **(Thesis in final stages of completion).**
8. Macharia Francis. "Access to and Use of Information and Knowledge for Social Transformation in Kenya", PhD Thesis, School of Information Sciences, Moi University. **(Absconded).**
9. Peketsa, Mwaro. "Public Sector Reforms and Information Services: A Case Study of Government Institutions in Kenya". PhD Thesis, School of Information Sciences, Moi University. **(Absconded).**

(MASTERS THESES)

10. Omari Iddi Kingwande. "The Role of Medical Records Management in Supporting Patient Care at Ocean Road Cancer Institute, Dar es Salaam, Tanzania". **(Graduated in Sept. 2016)**
11. Mohammed Issa. "Role of Electronic Records Management in Promotion of Justice Delivery at the Dar es Salaam Commercial Court, Tanzania. **(Has given intent to submit thesis).**
12. Emily Wangui Ndungi. "Role of Records Management in Supporting Administrative Reforms in the Ministry of Housing, Kenya". **(Thesis submitted for examination).**
13. Defence Annie Machocho Tole. "The Role of Records Management in Supporting Service Delivery at Nairobi City County, Kenya". **(Proposal Successfully defended in May 2015. Final thesis draft being reviewed).**
14. Aloice O. Sudhe. "Assessment of the Management of Human Resource Records in Selected Government Ministries in Kenya". **(Proposal Successfully defended in May 2015. Final thesis draft being reviewed).**
15. Nambwaya O. Timothy. "A critical Review of Records Management Practices at Rural Electrification Authority, Kenya". **(Proposal Successfully defended in May 2015. Now at data collection stage).**
16. Nyawango Andrew. "Utilisation of ICTs in the Management of the Government Pension Scheme in the Pensions Dept., Ministry of Finance, Kenya". **(Graduated).**

17. Emily Opiyo. "Use of Web 2.0 at Moi University Library: Prospects and Challenges". School of Information Sciences, Moi University. **(Student not active)**
18. Erima Juliet Awinja. Aligning Records Management and Risk Management with Business Processes: A Case Study of Moi University, Eldoret, Kenya. **(Graduated)**.
19. Mary Kinyanjui. "Indigenous Knowledge Among the Maasai Livestock Herders: A Case Study of Kajiado District". **(Graduated)**.
20. Josephine Wangutusi. "Assessing the Impact of Institutional E-Readiness on Provision of Archival Information to Researchers: the Case of Kenya National Archives and Documentation Service". **(Graduated)**.
21. Juma Alphonse. "The Management of Land Records and Protection of Human Rights and Entitlements: A Case Study of Mount Elgon sub-District, Bungoma". **(Graduated)**.
22. Nobert Cyrille. "The Management of Personnel Records in the President's Office, Public Service Management, Government of Tanzania. **(Graduated)**.
23. Njoroge Christine W. "Managing Web-Based Records as a Management Tool: A Case Study of Serena Hotels, Nairobi, Kenya". **(Absconded)**.
24. Mbugua Margaret Njoki. "Use of Medical Records in Support of Healthcare Services at Kenyatta National Hospital, Kenya". Sciences, Moi University. **(Graduated)**.
25. Mwangi, Peninah W. "Preservation of Agricultural Information in A Digital Environment: A Case Study of Kenya Agricultural Research Institute (KARI)". School of Information Sciences, Moi University. **(Graduated)**.
26. Opiyo, Hellen Ogongo. "Information Management and e-Governance in Kenya: A Case Study of the Ministry of Finance". School of Information Sciences, Moi University. **(Graduated)**.
27. Mueni, Catherine (Completed Successfully). "Managing E-Mails as Records at Safaricom, Kenya Limited". School of Information Sciences, Moi University. **(Graduated)**.

28. Masai, Chepkoech Winnie. “Records Management and Human Rights: A Case Study of Kenya National Commission on Human Rights”. School of Information Sciences, Moi University. **(Graduated)**.
29. Caroline Shikuku. (In Progress). “Records Management and Provision of Quality Services at Moi University”, School of Information sciences, Moi University. **(Waiting to graduate in December, 2015)**.
30. Peter Mondo. “The Role of Information Management in the Implementation of Vision 2030 in the Ministry of Tourism”, MPhil Thesis, School of Information Sciences, Moi University. **(Thesis in final draft)**.
31. Mark Kisongwo. “Role of Court Records in Enhancing Delivery of Justice in Kenyan Courts”, MPhil Thesis, School of Information Sciences, Moi University. **(Given intent to submit thesis)**.
32. Maina Gilbert. “Management of County Records to Enhance Corporate Governance: The Case of Eldoret County Government”. School of Information Sciences, Moi University. **(Thesis in final stages of finalization)**.
33. Manani Brian Kemoli. “Lake Victoria South Water Board Geographic Information System for Locating Water Pipes”, School of Information Sciences, Moi University. **(Given intent to submit thesis)**.
34. Karani George. “The Role of Financial Records in Enhancing Accountability at Moi University”, MPhil Thesis, School of Information sciences, Moi University. **(Given intent to submit thesis)**.
35. Helen Jerono. “Role of Records Management in Promoting Service Delivery at the Nakuru Sub-County Civil Registry”. School of Information Sciences, Moi University. **(Proposal Successfully defended. Now at data collection stage)**.
36. Hlophe, M. W. Phumzile (2006), “An Assessment of the Utilisation of Archival Information by Researchers at the University of Swaziland”, Masters of Library and Information Studies Degree, University of Botswana **(Graduated)**.
37. Rakgamanyane, Mancha Oarabile (2005), “Managing Electronic Mail as Records: A Case Study of the University of Botswana”, University of Botswana **(Graduated)**.
38. Raymond Euppa Ochoggia (2003), “Provision of Information Services to the Visually Handicapped in Tertiary Institutions in Kenya: A Case Study of Kenyatta University”. School of Information Sciences, of Moi University. **(Graduated)**.

39. Iddi Wabukha Juma (2001), “Conservation of Information Resources in University Libraries in Kenya: A Case of Moi University Library”. School of Information Sciences, Moi University. **(Graduated)**.
40. Henry Kemoni (2001), “The Utilization of Archival Information by University Researchers in Kenya: A Case Study of the University of Nairobi”. School of Information Sciences, Moi University (Graduated)..

12.0: PHD AND MASTERS THESES AND DISSERTATIONS EXAMINED

PHD THESES AND DISSERTATIONS

1. 2015. Kofi Koranteng Adu “A Framework for Digital Preservation of Electronic Government in Ghana” Thesis in Partial Fulfillment of the Doctor of Philosophy and Literature of the University of South Africa (UNISA).
2. 2015. Jane Cherono Maina. “Teaching Information Ethics in Information Science Schools in Public Universities in Kenya”. Thesis in Partial Fulfillment of the Degree of Doctor of Philosophy in Library and Information Studies of Moi University, Kenya.
3. 2014. Mrs. I.S. Schellnack – Kelly. “Making Poverty History: The Role of Public Archivists and Records Managers”, Thesis in Partial Fulfillment of the Doctor of Literature and Philosophy Degree in Information Science, of the University of South Africa (UNISA),
4. 2014. Antonio Da Silva Rodriguese. “An Archival Collecting Framework for the Records Generated by South Africa’s Portuguese Community – Based Organisations in Gauteng, South Africa”. Thesis in Partial Fulfillment of the Doctor of Literature and Philosophy in Information Science of the University of South Africa (UNISA).
5. 2012. Mang’ira Roselyne Tuitoek. “Provision of Human Rights Information to Rural Women in Nandi County, Kenya”. DPhil Thesis, School of Information Sciences, Moi University, Kenya.
6. 2010. Francis Garaba. “Records and Archives Management by National and Private Archival Institutions: The Case of Former National Liberation Movements’ Records in East and Southern Africa”. PhD Thesis, Faculty of Humanities, Development and Social Sciences, University of Kwazulu-Natal, Republic of South Africa.

7. 2007. Abankwah, Ruth. “The Management of Audiovisual Materials in Esarbica Member States”, PhD Thesis, University of Kwazulu-Natal, Pietermaritzburg, South Africa.
8. 2006. Kemoni, Henry. “Records Management Practices and Public Service Delivery in Kenya, PhD Thesis, University of Kwazulu-Natal, South Africa.
9. 2003. Ngulube, Patrick. “Preservation and Access to Public Records and Archives in South Africa”. PhD Thesis, University of Natal, South Africa.

(MASTERS THESES AND DISSERTATIONS)

1. 2015. Timothy Nyongesa Katiambo. “Use of Information Communication Technology in Provision of Information to Staff at the Ministry of Education, Science and Technology, Kenya”.
2. 2015. Olumola Sammy Shirima. “Using Participatory Video Materials for Learning and Disseminating Push-Pull Technology Among Smallholder Farmers in Selected Districts in Western Kenya”.
3. 2015. Carolyne Nyaboke Musembe. “The Role of Records Management in Enhancing Quality of Services in Moi University”. School of Information Sciences, Moi University. Thesis in partial fulfillment of the Master of Science Degree in Records and Archives Management, of Moi University.
4. 2013. Palalani Manewe – Sisa. “Customer Service at the Records Management Unit, Ministry of Labour and Home Affairs”, Botswana”. Dissertation in Partial Fulfillment of the Master’s Degree in Archives and Records Management, of the University of Botswana,
5. 2013. Nomsa Dudu B. Setswe. “The Management of Sound Records in Broadcasting Stations in Botswana: A Comparative Study of Radio Botswana Music Library and Ya Rona FM Archive”. Dissertation in Partial Fulfillment of the Master’s Degree in Archives and Records Management, of the University of Botswana.
6. 2013. Rabaone Osenotse – Mokone. “The Management of Records at Morupule Goldmine, Botswana”. Dissertation in Partial Fulfillment of the Master’s Degree Requirements, of the University of Boswana.
7. 2012. Maikutlo K. Motshegwe. “Records Management in Botswana Secondary Schools: A Comparative Study of St. Joseph’s Schools and Legae Academy”.

- Dissertation in Partial Fulfilment of the Master's Degree in Archives and Records Management, of the University of Botswana.
8. 2012. M'Ikiara Ayub Kathurima. "The Role of Records Management in the Implementation of ISO 9001: 2008 Quality Management System at the Kenya Power and Lighting Company LTD, Nairobi". MPhil. Thesis, School of Information Sciences, Moi University.
 9. 2012. Beatrice Chemutai Komen. "Management of Personnel Records in Support of Good Governance at the Ministry of Local Government Headquarters, Nairobi". MA Thesis, School of Information Sciences, Moi University.
 10. 2012. Khumo Kgari. "Records Management in Small Medium Enterprises in Botswana: A Study of the Manufacturing Sector".
 11. 2011. Jenipher Gabriel Marandu. "Records Management and the Proposed Freedom of Information Legislation at the Ministry of Information, Culture and Sports, Tanzania". MA Thesis, School of Information Sciences, Moi University.
 12. 2011. Mosei Irene Moraa. "Digital Content Management Practices at Moi University". MPhil. Thesis, School of Information Sciences, Moi University.
 13. 2010. Agnes Peninnah Nasieku. "An Investigation into the Management of Electronic Records at Moi University, Eldoret, Kenya". **(Graduated)**.
 14. 2010. Cleophas Ambira Mutundu. "Records Management and Risk Management in the Banking Industry: A Case Study of Kenya Commercial Bank Limited, Nairobi Area". MPhil. Thesis, School of Information Sciences, Moi University, Kenya. (Graduated).
 15. 2009. Musakali Joseph Juma. "Utilisation of Interactive Media in Information and Communication Technology in Kenya: A Case Study of Cyber Cafes in Eldoret Municipality". MPhil. Thesis, School of Human Resource Development, Moi University.
 16. 2009. Mamboleo Omayio Gideon. "The Impact of Global Technology on the Transmission of Information through the Television Medium: A Case Study of Sayare Television Network (STV), Eldoret. MPhil. Thesis, School of Human Resource Development, Moi University.
 17. 2009. Edward Badu-Tannor. "A Study of the Management of Non-Current Records at the Standard Chartered Bank, Ghana Headquarters". MA Dissertation in Archival Studies, University of Ghana, Legon.

18. 2008. Addo-Boateng Kwaku. "An Evaluation of the Records Management Improvement Programme in the Ghana Civil Service". MA Dissertation in Archival Studies, University of Ghana, Legon.
19. 2008. Iris Opong. "Managing Records at the Noguchi Memorial Institute for Medical Research, University of Ghana Legon". MA Dissertation, University of Ghana, Legon.
20. 2008. Usmanu Ahmed Kamaludeen. "A Study of the Records Management Systems at the National Secretariat Hqs, Accra". MA Dissertation, University of Ghana, Legon.
21. 2008. Agartha Aning. "Archives as a Resource for Conflict Resolution". MA Dissertation, University of Ghana, Legon.
22. 2008. Akuffo Maxwell Narh. "Managing Records at the Trinity Theological Seminary, Legon". MA Dissertation, University of Ghana, Legon.
23. 2008. Assiamah Boateng Edward. "Managing Records at the Bimbilla Magistrate's Court". MA Dissertation, University of Ghana, Legon.
24. 2008. Azumah Franklin Yawo. "Records Management Capacity and Service Delivery in the Ghana Education Service". MA Dissertation, University of Ghana, Legon.
25. 2008. Emma Hammond. "The Education and Training of Medical Records Staff at Korle-Bu Teaching Hospital, Ghana". MA Dissertation, University of Ghana, Legon.
26. 2008. Leonora Mawusi Kpogli. "Records Management and Social Justice Delivery in the Ministry of Women and Children's Affairs". MA Dissertation, University of Ghana.
27. 2008. Lydia Boadiwaah Bamfo. "ICT and Education: A Case Study of the Ayalolo Cluster of Schools". MA Dissertation, University of Ghana, Legon.
28. 2008. Nai Desmond Anyetei. "Managing Electronic Records at the International Echange Programmes Office at the University of Ghana". MA Dissertation, University of Ghana, Legon.

29. 2008. Rev. Canon Robert Akuamoah Adofo. "An Assessment of Records Management at the Secretariat of the Anglican Diocese of Accra". MA Dissertation, University of Ghana, Legon.
30. 2008. Mariah Osei-Adu. "Stress and Coping Mechanisms Among Workers of the Public Records and Archives Administration Department (PRAAD)". MA Dissertation, University of Ghana, Legon.
31. 2008. Leo Nvida Davidson Woode. "Freedom of Information (FOI) and the Management of Public Sector Records in Ghana". MPhil. Thesis, University of Ghana, Legon.
32. 2008. Samuel Benjamin Offei. "Information Management in the Aviation Industry in Ghana". MPhil. Thesis, University of Ghana, Legon.
33. 2008. Addo, Alexander. "The Management of Client Records in the Customer Service Department of Kasapa Telecom Limited". MA Thesis.
34. 2008. Dautey, Joyce Akuffo. "Records Management in the Ghana Civil Aviation Authority". MA Thesis.
35. 2008. Owereko, Moses. "Managing School Records in the Presbyterian Secondary School (Presec), Legon". MA Thesis.
36. 2007. Mensah, Jocelyn. "Document Security in Records Centres: A Case Study of the National Records Centre, Accra, Ghana. MA Thesis.
37. 2007. Ismail, Abdul Aziz. "An Evaluation of Searchroom Facilities and Services at the Public Records and Archives Administration Department (PRAAD), Ghana. MA Thesis.
38. 2007. Hatsu, Abdul, Karim. "Recordkeeping and its Impact on Staff Productivity at Forewin Ghana Limited. MA Thesis.
39. 2007. Aduko, Anambono Victoria. "The Role of Audio-Visual Media in the Dissemination of Information on HIV/AIDS by Action Aid International in Ghana in the Bongo District of the Upper East Region". MA Thesis.
40. 2007. Egbe, Eric Kenneth. "The Role of Audio-Visuals in Meeting Communication and Information Needs of Rural Communities of Cocoa Growing Areas in Ghana: A Case Study of Suhum-Kraboa-Coatar District of Eastern Region. MA Thesis.

41. 2007. Ampofo, Maxwell. "An Evaluation of Records Preservation Practices in the Public Records and Archives Administration Department (PRAAD). MA Thesis.
42. 2007. Hafiz, Mohammed. "Total Quality Management Initiatives in Medical Records Services: A Case Study of Korle-Bu Teaching Hospital". MA Thesis.
43. 2007. Ohemaa Konadu-Amponsah-Bio. "Managing Information in the Audit Service: Implications for Good Governance". MA Thesis.
44. 2007. Samlafo Prosper. "An Evaluation of Recordkeeping and Space Management in the Department of Social Security and National Insurance Trust (SSNIT). MA Thesis.
45. 2007. Ewusie, Thelma Manye. "The Management of Records in the Ministry of Education, Science and Sports (MOESS). MA Thesis.
46. 2007. Ayernor, Edwin Tetteh. "Challenges and Prospects of Automating the Public Records and Archives Administration Department (PRAAD), Ghana. MPhil. Thesis.
47. 2003. Mwangi, John K. "Provision of Information Services to Engineering Students in Kenya's Public University's: A Case Study of Moi University". MPhil. Dissertation.
48. 2002. Kimbwarata, Jane. "An Analysis of Information Needs and Information Seeking Behaviour of Medical Research Scientists: A Case Study of Kenya Medical Research Institute (KEMRI). MPhil. Dissertation.
49. 2000. Mbengei, Bernard N. "Information Needs and Information Seeking Behaviour of Personnel in Book Publishing Firms: The Case of Longhorn (K) Ltd". MPhil. Dissertation.
50. 1998. Malala Waswa, Juliex. "Information for Small Scale Business Women in Kakamega District of Western Kenya", MPhil. Dissertation (Internal Examiner).
51. 1997. Abisae, James. "The use of Information for Management Decision Making: A Survey of Public and Private Sector Enterprises in Eldoret Municipality, Kenya". MPhil Dissertation.

CONFERENCES, SEMINARS AND WORKSHOPS ATTENDED

1. 11th August, 2015. Attended PSSP Executive Workshop on “Biosafety and Management of Devolved Financial Resources”, held at PDN Building, School of Nursing, Moi University.
2. 16th March, 2015. Attended the VLIR/UOS Management Sensitization Workshop, held in Kisumu.
3. 12-15th October, 2014. Facilitator of the ICA Workshop organized in the Framework of the ICA’s 2nd Annual Conference, held in Girona, Spain.
4. 9-12th February, 2014. VLIR Training Workshop on Research Statistics, held at the Nelson Mandela University of Science and Technology, Arusha, Tanzania.
5. 14th November, 2013. Keynote Speaker at the University of South Africa (UNISA) Annual Archives Lecture Series, organised by the Department of Information Science, Centre for Applied Information and Communication, held at the Dr. Miriam Makeba Concert Hall, Theo van Wyk Building, UNISA Mucklenuck Campus, South Africa. Delivered paper titled, “**Reflections on African Archives: Their Role in Meeting Societal Needs in the 21st Century**”.
6. 31st October-1st November, 2013. Presented a Paper titled “**Open Government and Information Integrity: Challenges and Opportunities for Africa**”, at the Open Government Partnership Conference, held at the Queen Elizabeth II Conference Centre, London.
7. 12-13th July, 2012. Delivered Keynote Paper titled “**Role of Record Keeping and Open Government Data Initiatives in Fostering A Critical Development of Open Government Policies and Public Services in sub-Saharan Africa**”, at the Archival Conference on Archiving and Digital Continuity in the Context of e-Government in sub-Saharan Africa, held at Senate Hall, University of South Africa (UNISA), Pretoria.
8. 26th-31st March, 2012. Presented a Paper at the International Seminar on Electronic Records Management Standards titled “**Building Integrity in Public Sector Information Systems in the ICT Environment: An East African Case Study**”,

organized by the State Archives Administration of China, held at the Provincial Archives, in Guangzhou, China. .

9. 16-17th April, 2012. Attended Meeting of Experts on Open Data on the theme, **“Fostering a Critical Development Perspective on Open Government Data”**, held in Brasilia, Brazil.
10. 25th February, 2009. Lead facilitator at a Stakeholders’ Forum to consider and adopt the **“National Records Management Policy”**.
11. 5-10th August, 1991. XIth ESARBICA Biennial Conference, held in Gaborone, Botswana.
12. Kenya Library Association (KLA) Seminar, held at the School of Professional Studies, Nairobi, 28-30 April, 1993.
13. A seminar for Directors of National Archives in Commonwealth Africa, held in Banjul, The Gambia, 26 June - July 1994.
14. Institute of Development Studies (IDS) Seminar No. 35 on Bibliographic Information on Development, held at the University of Sussex, Brighton, 22 August - 16 September, 1994.
15. Kenya National Archives Biennial Staff Seminar, held at the KNA&DS Headquarters, Nairobi, 25-29, 1999.
16. Seminar for Senior Staff at Resource: The Council for Museums, Libraries and Archives in the United Kingdom, held at Resource Headquarters, St. James Park, London, on October 24th, 2002.
17. CESPAM workshop on E-Governance, held at the Grand Palm, Gaborone, Botswana, 14th-16th April, 2004.
18. XVIII ESARBICA General Conference, held in Gaborone, Botswana, 25th – 29th July, 2005.
19. 2nd Annual International Conference of the School of Information Sciences, Moi University on the Theme **“Information and Knowledge Management in the Digital Era”**, held at Margaret Thatcher Building, Moi University, Eldoret, 6-8 July, 2009.

SERVICE: TO MOI UNIVERSITY

1. Chair, Exhibition Committee, Planning Committee on Launch of Laptops and Tablets Assembly Plant at Moi University, Rivatex, on 22nd July, 2015.
2. 14th January, 2015. Member and Chairman, Finance and Student Management Information System (FSMIS), Moi University.
3. 17th September, 2014. Appointed Member, Moi University Corruption Prevention Committee, and Chair, School of Information Sciences Corruption Prevention Committee.
4. Dean, School of Information Sciences, 1st September, 2014 to date.
5. Member and Chair, Editorial Board, Moi University Press, 9th June 2008 to 8th June, 2011.
6. Member of the Graduate Board, School of Information Sciences
7. Coordinator, Linkages and Short Courses, in the School of Information Sciences, June 2010 to June 2012.
8. HOD, Department of Archives and Records Management, School of Information Sciences, Moi University (1991-1993;.1997-2000; 2000-2003).

SERVICE: TO THE UNIVERSITY OF BOTSWANA

9. August 2004 to July 2007. DLIS Graduate Programmes Coordinator and Student Tutor.
10. August 2004 to July 2007. Board Member, School of Postgraduate Studies.
11. August 2005 to July 2007. Convenor, Departmental Sub-Committee on Rationalization and Harmonization of DLIS Academic Programmes.
12. 6-10th November, 2006. Resource Person, CESPAM/OSISA Executive Course for NGO Leaders in Africa on Public Policy and Development, held at Botswana National Productivity Centre.
13. 2004/2005 Academic Year. Member, Sub-Committee on Departmental Research Profile.
14. 2004/2005 Academic Year. Member, Departmental Sub-Committee on Review of DLIS Postgraduate Courses.

15. May 2004. Panel Member, Library Selection Committee for Post of Senior Librarian (Archives).
16. 2003-2004. Tutor, Diploma in Archives and Records Management Students.
17. 2003 to 2004. Departmental Coordinator, Bookshop.
18. 2004-2005 Academic Year. Coordinator, Departmental Seminars.
19. August to December, 2003. Member, Departmental Sub-Committee on Information Literacy.
20. 12th December, 2003. Ag. Head, DLIS.

SERVICE: PROFESSIONAL

21. August, 2015. Nominated by the International Council on Archives to Chair the ICA/PCOM Africa Strategy Working Group tasked with developing a plan to strengthen archives and records management practice in Africa and other low-resource countries..
22. 28th September, 2015. Chair of the Session on “Information Security and Preservation”, during the 3rd ICA Annual Conference on Archives, Evidence, Security and Civil Rights, held in Reykjavik, Iceland.
23. 15th October, 2014. Facilitated an International Workshop on ICA-Req Module 2 on Managing Digital Records in Electronic Records Management Environments, held in Girona, Spain.
24. February, 2014. Nominated by the International Council on Archives (ICA) as a Member of the Digital Records Expert Group (DREG).
25. 2013 to-date. External Examiner, University of South Africa, UNISA
26. 2009 to-date. External Examiner, University of Botswana.
27. 2003-2005; 2010-2012. External Examiner, University of Kwa-Zulu Natal, South Africa.
28. 2007-2009; 2009-2011. External Examiner, University of Ghana, Legon.
29. 2012 to date. Member, Technical Committee on Information Standards, Kenya Bureau of Standards.

30. 4th June-27th July. Resource Person, Eight-Week BNARS Course for Records Managers in the Botswana Public Service.
31. 6th -10th November, 2006. Resource Person, CESPAM/OSISA Executive Course for NGO Leaders in Africa on Public Policy and Development, held at the Botswana National Productivity Centre, Gaborone.
32. August 2004-May 2005. Jointly with two colleagues Professor Nathan Mnjama and Mr. Saul Zulu, produced a “Guide to the Contents of the Botswana National Archives”. The Guide will go a long way in facilitating greater access and retrievability of records held by the Botswana National Archives.
33. January 2004. Appointed Member, Public Archives Advisory Council, for two years. Could not take up appointment because of my being away from home.
34. October 2004. Attended staff induction course for all new members of staff organized by the Centre for Academic Development.
35. April 2004. Presented a paper titled “Records Management in an ICT Environment”, at a CESPAM workshop on E-Governance, held from 14th-16th at The Grand Palm in Gaborone.
36. September 2003. External Examiner, PhD Thesis by Patrick Ngulube of the University of Natal, South Africa.
37. 1998 to-date. Member, Association of Commonwealth Archivists (ACARM).
38. Member, East and Southern Africa Regional Branch of the International Council on Archives (ESARBICA).
39. 2003-2006. Member, Oral Traditions Association of Botswana (OTABO).

SERVICE: COMMUNITY

40. 2010 to-date. Appointed Member and Chair, Koyonzo Secondary School in Matungu Constituency. One of my achievements at the School has been to oversee the construction of a large number of infrastructure projects that have included classrooms, laboratories, hostels, school library and the administration block, courtesy of the Kenya Government Stimulus Project and other donors.
41. Member, Steering Committee, Oral Traditions Association of Botswana (OTABO), 2005-2007.

42. ESARBICA. Member, Organizing Committee, Bi-annual conference of the East and Southern Africa Regional Branch of the International Council on Archives, held in Gaborone, Botswana, 25th -29th July, 2005.
43. Service to students and former students of Moi University and University of Botswana. Referee and mentor to a large number of past students of these Universities to enable them seek jobs and higher education opportunities in and outside Kenya and Botswana.
44. 2003. Re-appointed to Public Archives Advisory Council, Kenya but did not take up the appointed as I was proceeding on leave of absence outside the country.
45. 2000-2002, Board Member, Public Archives Advisory Council, Kenya.

AREAS OF RESEARCH INTEREST

1. Records management and governance
2. Digital/Electronic Records
3. e-Government/e-Governance
4. Standards and Best Practices in Records and Archives
5. Open Government Data
6. Trends in Records and Records Management

REFEREES

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Botswana

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