NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

FACULTY OF COMMUNICATION AND INFORMATION SCIENCE

DEPARTMENT OF RECORDS AND ARCHIVES MANAGEMENT

AN ASSESSSMENT OF RECORDS AND ARCHIVES MANAGEMENT CURRICULA
FOR UNIVERSITIES IN ANGLOPHONE AFRICA

BY

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ABSTRACT

The assessment of records and archives management (RAM) curricula is vital in producing graduates with skills relevant to the market in Anglophone Africa. This study sought to assess training of RAM students and evaluate if the students obtained adequate skills and knowledge to meet the market needs of organisations.The evolution of RAM training in Anglophone Africa was combined with other fields of study such as library and information science, history as well as language and communication, hence leading to limited coverage on RAM specific courses within the programme. The research was subject to quantitative methodology; data was collected through content analysis on targeted universities' websites, questionnaires and by communicating with relevant lecturers. The study population comprised of Deans, Senior Lectures, Lecturers, Teaching assistants and the Programme coordinators of selected universities. Purposive sampling was used to select universities that offer RAM training in Anglophone Africa. The findings were thatthe curricula had limited strengths which led to semi skilled graduates in the industry. Knowledge and skills offered to students in some countries was inadequate when compared to the expected competencies. Some institutions did not offer practicums as well as field visits to support the theory that students gained in class. Also as a result of economical instabilities in some countries, some institutions had inadequate funds for educational tours, and to acquire equipment for training courses such as electronic records management and database management. The findings were presented on graphs, tables, charts and in narration form. The study recommended a need to revise the courses with the aim to develop RAM stand alone curricula. There is also a need to introduce new courses on RAM based on current developments. Introduction or an increased allocation of time for practical activities, for instance, industrial attachment and field visits were also recommended for students to attain pragmatic skills.