

CURRICULUM VITAE

Musa Wakhungu Olaka

Librarian for African Studies, Global & International Studies
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EDUCATION

PhD in Information Science and learning Technologies, [University of Missouri, School of Information Science and Learning Technologies](#), August 2006 to 2010.

My research interests are: Information policy; Library and Information Science Education; Human Information Behavior; Genocide Studies.

Dissertation title: [Knowledge of copyright issues and strategies used in solving copyright queries among academic librarians in Kenya](#).

Master of Education (Library Studies), [Kenyatta University](#), Department of Library and Information Studies. November 1996 to October 1999.

Research Project title: Utilization of University of Nairobi Law library by the undergraduate law students: a case study.

Bachelor of Education (Arts), [Kenyatta University](#), November 1990 to October 1995.

PROFESSIONAL EXPERIENCE

Librarian for African, Global & International Studies

[University of Kansas](#), USA, Feb. 2015 to date.

- Building, evaluating, and assessing assigned collections through review and selection of materials related to African Studies, Global & International Studies.

- Collaborating with faculty and instructors in African Studies, Global & International Studies, and other assigned disciplines to teach research skills through course integrated instruction sessions, assignments, and assessment tools.
- Providing specialized reference and consultation services to faculty in assigned academic units, students, researchers, visiting scholars, and the general public whose research relates to the assigned regions and disciplines.
- Working collaboratively to develop and maintain website information, web-based research guides and finding aids relevant to the areas supported.
- Representing KU Libraries in regional, national, and international professional organizations of relevance to African and Global & International Studies.
- Participating in regional, national, and international consortia collaborations.
- Actively communicating issues implicit in scholarly communication and open access in discussions with colleagues and with the KU community.
- Attending training and events designed and developed to promote understanding of trends and best practices in scholarly communication.
- Actively participating in, and advocating for, the educational role of the Libraries through dynamic engagement on campus teaching and research, campus collaborations, or staff development and training.
- Identifying and making use of teaching opportunities in any circumstance, by promoting the Libraries' instructional resources and support, and obtains instructional expertise from colleagues as appropriate.
- Advancing the Libraries' priorities and strategic directions through active participation in pursuits such as cross-functional initiatives, cross-operational teams, project teams and/or task forces.
- Contributing to the profession's collective knowledge by engaging in scholarly research activity.
- Actively participating in research.
- Actively engaging in service to the Libraries, the University and to professional organizations by participating in committee work, projects, and other contributory achievements.

Assistant Library Director/ Instructor & Head Information Services Unit.

Southwest Missouri State University, USA, Feb. 2014 to Feb 2015.

- Participating in planning, organizing, coordinating, directing, and communicating an effective program of library services for the University community.
- Contributing to information literacy instruction and assessment within the core curriculum and across majors.
- Assisting with digital learning initiatives.
- Participating in library outreach to the main campus, regional campuses and online programs.
- Promoting and maintaining a collaborative work environment with library faculty and staff.
- Serving on library and university committees including other working groups.
- Serving as the library's representative to MOBIUS (Consortium of libraries in Missouri).
- Providing leadership and being the head the Information Services Unit.

Librarian, Holocaust and Genocide Studies Center, University of South Florida, USA. Nov. 2010 to Feb 2014

- Monitoring global collection development trends and new forms of scholarly communication in the field of Holocaust and Genocide Studies.
- Offering reference service regarding Holocaust and Genocide to both students and faculty.
- Participating in selection of information resources that are going to be acquired.
- Managing the Holocaust and Genocide Studies Collection.
- Assessing the Holocaust and Genocide Studies Center Collection
- Creating and editing metadata of digital objects in the Holocaust and Genocide Studies collection.
- Liaison Librarian for Africana Studies.
- Creating digital exhibition on genocide in Africa.
- Developing [library guides](#) on Holocaust, genocide and human rights to support students and faculty.

- Establishing partnerships with other institutions especially in the African Great Lakes Region to facilitate access to rare information resources on genocide.
- Teaching information literacy to both undergraduate and graduate students.

**Graduate Assistant, [The Reflector](#) (Library in the College of Education)
University of Missouri, USA. August 2006 to July 2010**

- Offering reference service to both students and faculty.
- Participating in selecting of information resources that are going to be acquired.
- Revising descriptive cataloging of bibliographic records downloaded from OCLC Connexion.
- Undertaking original cataloging of information objects.
- Managing Follett (An Integrated Library system) by ensuring that metadata is accurate and of high quality.
- Managing Library user records.
- Participating in offering user education.
- Managing authority records, and weeding information resources that have become obsolete.

Part-time/volunteer Metadata and Digital Resources Librarian, [Page Library](#), Lincoln University, Missouri, USA. February 2008 to January 2010.

- Original cataloging of digital and analog information resources.
- Retrieving bibliographic records from OCLC and importing them into the local Integrated Library system.
- Managing authority records.
- Revising and editing bibliographic records retrieved from OCLC.
- Assigning Library of Congress Subject Headings to bibliographic records.
- Correcting and ensuring that catalogue records clearly represent information items in the library.
- Resolving problems related to obsolete records or those that are incorrect.
- Processing of government records both in print and electronic.
- Participating in selection of information resources to be acquired.
- Processing of periodicals.

Coordinator, Library and Information Science Department, [Kigali Institute of Education](#), Rwanda. March 2001 to August 2006.

- Ensuring there were sufficient lecturers to teach courses in this department.
- Ensuring that the program is taught smoothly and students are examined appropriately.
- Ensuring that students are regularly, fairly and effectively evaluated by lecturers.
- Holding regular departmental meetings.
- Participation in selection and admission of students into this department.
- Ensuring students' records are up to date.
- Addressing any issue affecting students and staff in the department.
- Planning for future developments in the department.

Acting Director of the Library. [Kigali Institute of Education](#), Rwanda. August 2005 to August 2006.

- Drawing the library budget.
- Participating in the Institution's Management Committee.
- Overseeing acquisition of information resources.
- Overseeing activities being undertaken by library staff members.
- Sourcing for external funding for the library.
- Overseeing the implementation of library projects such as the computerization of library services.
- Establishing linkages with other institutions and libraries.

Librarian/Lecturer. [Kigali Institute of Education](#), Rwanda. 2000 to August 2006.

- Initiated the setting up of a Library and Information Science program.
- Drew up the curriculum for the certificate in Library and Information Science.
- Participated in drawing curriculum for Diploma and degree course in Library and Information Science.
- Teaching some courses in the librarianship class.
- Inducting both students and staff on how to effectively use the library.
- Supervising other library staff

- Searching information for both students and staff.
- Answering any queries that users have come up with in the library.
- Acquiring of library resources.
- Cataloguing and classifying of newly acquired information objects.

Coordinator, Distribution of books donate by Bookaid International to Rwanda. 2004 to August 2006.

- Overseeing that schools receive appropriate books and other learning materials
- Doing a survey to determine which schools are to benefit from the books depending on their needs

Executive Officer. [Teachers Service Commission](#), Discipline Department, Kenya. May 2000 to August 2000

- In charge of organizing the Discipline Department registry and archive.
- Planning the distribution and movement of files in the discipline section
- Allocation of work schedules and drawing up of the duty roster
- supervision of 10 clerks, 12 secretaries/typists and 4 cleaners
- Ensured that after the cases had been heard, decisions communicated to the accused.
- Receiving visitors who were coming to the Discipline Department.
- Inducting new staff in the Discipline department.
- Ensuring that the Discipline department had sufficient materials to enable staff to work effectively and efficiently.

Tutor-Librarian, Asumbi Teachers College. Kenya. June 1995 to January 1997.

- Planned, developed, organized and managed the setting up of the library catalogue.
- Trained students and college tutors on information searching and retrieval.
- Originally catalogued and classified the college's learning resource center materials.
- Initiated and undertook reference service to both students and tutors.
- Supervised a staff of four in the learning resource center.

- Developed basic policies and procedures for borrowing and returning books and other resources.
- Initiated the indexing of newspaper articles.
- Taught Kiswahili to teacher trainees.
- Supervised and evaluated teacher trainees on teaching practice.
- Coordinated and drew up workload schedules for tutors who were to go out for supervision of teacher trainees on teaching practice.

**Library Intern, [International Livestock Research Institute](#) (ILRI), Kenya.
July 1997 to August 1997.**

- Performed both manual and computerised literature searches on behalf of scientists and researchers.
- Updated and maintained the library's own computer database on scientific literature.
- Classified and catalogued acquired resources.
- Organized and accessed scientific serials so as to facilitate retrieval of information.
- Conducted online bibliographic searches and from CD-ROM databases.

Library Intern, [United States International University-Africa](#) (USIU-A), Kenya. August 1997 to October 1997.

- Regularly performed reference service.
- Participated in the selection, acquisition, classification and cataloguing of materials.
- Assisted in managing the circulation desk by receiving and discharging books to users.
- Maintained records related to serials, accessed and displayed serials to users.

**Research Assistant, Maarifa (Non governmental organization) Kenya.
September 1998 to October 1998.**

Collected data on socio-economic and education status of children sponsored by PLAN INTERNATIONAL in one of the semi arid districts in Kenya.

Intern Teacher-Librarian, Alliance Boys High School, Kenya. January 1994 to April 1994.

- Initiated the setting up of the school library catalogue
- Managed the day to day running of the library
- Taught Kiswahili to form two students

Student Assistant, Kenyatta University Library, Kenya. December 1994 to February 1995.

- Collected and compiled daily circulation statistics
- Filed records of discharged books and also shelved

PUBLICATIONS

Olaka, M.W.; Adkins, D. (2013) Problem Solving Strategies that Kenyan Academic Librarians Utilize when Presented with Copyright Queries. *Library Review*. Vol.62 (3), 118-133.

Olaka, M.W.; Adkins, D. (2012). Exploring copyright knowledge in relation to experience and education level among academic librarians in Kenya. *International Information & Library Review*. Vol. 44 (1), 40-51.

Olaka, M. W. (2008). Library and Information Science Education in Rwanda. *Library Review*, 57 (4), 298-305.

Olaka, M. W. (2008). Educating bilingual and multilingual librarians: a case of library and Information Science Education in Rwanda. *Journal of Education for Library and Information Science Education*, 49 (4), 264-276.

CONFERENCE PRESENTATIONS.

Olaka, M.W. (2014) *Manifestation of Psychological Trauma in Handwritten Testimonies of Children Who Experienced the 1994 Rwanda Genocide*. Rwanda 20 Years After: Memory, Justice, and Recovery in the Shadow of Genocide. Weber State University, 28-30 March 2014.

Olaka, M.W. (2014) *Preserving Children's Handwritten Testimonies: The Case of the 1994 Rwanda Genocide*. Memory, Memorials, and Media: Re-Imagining World History. Northeastern University, Boston, MA. March 22-23, 2014.

Olaka, M.W. (2014) *Resistance as Presented in Handwritten Testimonies of Children 33rd from Gitarama Prefecture Who Lived Through the 1994 Rwanda Genocide*. Millersville University conference on the Holocaust and Genocide. Resistance to the Holocaust and Genocide. Millersville University, PA, April 2-4, 2014.

Khayesi, M.; Olaka, M.W. (2013). *Embedded Librarianship in Academic Libraries in Kenya: Experiences of Librarians and part-time students in masters degree students in Masters degree students*. Kenya Library Association Regional Conference, Nairobi, Kenya, 31st July-2nd August, 2013.

Olaka, M.W. (2012). *First week of school after the 1994 Rwandan Genocide: The case of students in public secondary schools in Kigali*. 3rd Global conference of Genocide by The International Network of Genocide Scholars at San Francisco State University, San Francisco, USA. June 28th-July 1st, 2012.

Olaka, M. W. (2010). *Knowledge of Copyright Issues and the Kenyan Copyright Law Among Academic Librarians in Kenya*. 2nd International Conference on Information Capital, Property and Ethics (ICPE), Tampa, FL, USA, 20th -22nd October 2010.

Olaka, M. W. (2009). [*The role of Genocide in the development of Libraries and Librarianship in Rwanda*](#). America Library Association (ALA) annual conference, Chicago, USA, August 2009.

DIGITAL LIBRARY

Participated in conceptualizing, and developing a digital library of primary information Sources on the Genocide in Rwanda.

[Rwanda Youth and Children Testimonies](#)

EXHIBITION CURATION

Instrumental in curating the following online exhibitions entitled:

- [Living a genocide: The children of Darfur](#)
- [Speaking out about genocide: The voices of survivors, upstanders and experts](#)

PROFESSIONAL SERVICE:

Manuscript Reviewer for:

- [Library Review.](#)
- [International Journal of Library and Information Science.](#)
- Encyclopedia of Library and Information Science

Journal Editorial Board for:

- [International Journal of Library and Information Science.](#)

Journal Production Editor for:

- [Genocide Studies and Prevention: An International Journal.](#)
- [Journal of African Conflicts and Peace Studies.](#)
- [Peace and Conflict Management Review.](#)

Committees at Kent Library and at Southeast Missouri State University:

- Collection Development & Management Committee.
- Reference Collection Development Committee.
- Search Committee for the Archival Assistant Position.
- Diversity and Equity Committee
- Athletics Committee

MOBIUS Taskforce:

- Governance Taskforce. 2014

LANGUAGES SPOKEN:

English, Kiswahili, Luhya, basic French, Kinyarwanda

AWARDS

Awarded the year 2004 IFLA/OCLC fellowship. This fellowship took place in Dublin, Ohio, United States of America.

Among the issues covered were: Managing digital libraries; Library automation; Open Archive Initiatives; Digitization and digital projects; Rare book collections; Public librarianship; Academic librarianship; The future of the library; WORLDCAT; ILLIAD; Bibliographic descriptions; Managing change in libraries.