



ARMA INTERNATIONAL
**EDUCATIONAL
FOUNDATION**

RESEARCH · EDUCATION · SCHOLARSHIP

2010-2011 ANNUAL REPORT

The Foundation helps enhance the profession and helps people succeed by improving their ability to solve real world records and information management problems through awarding scholarships, supporting international education, and funding relevant research.

www.armaedfoundation.org

Email: Admin@ArmaEdFoundation.org

**ARMA International Educational Foundation
1609 Terrie Drive
Pittsburgh, PA 15241
USA**

The ARMA International Educational Foundation is incorporated under Section 501(c)(3) of the U.S. Internal Revenue Code as a non-profit, tax-exempt, research and education foundation.



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Doing More To Help People Succeed - The Look Ahead

The Foundation enhances the profession and helps people succeed by improving their ability to solve real-world records and information management problems through awarding scholarships, supporting international education, and funding relevant research. We are proud to highlight our ambitious goals for the coming year.

Increasing the number of graduate scholarships

AIEF will triple the number of graduate level scholarships to help people complete graduate level degrees in the field and to increase the future knowledge base for records and information management professionals.

One new scholarship will be awarded in 2011 thanks to additional funding. A group of ARMA leaders has established and funded the new Leadership Scholarship, just as the Mavis Eppes FAI Excellence in Records Management Scholarship was established in years past.

Helping ARMA members get undergraduate degrees (new program)

AIEF is establishing a new program to help ARMA members get an undergraduate degree to help them get promoted and to succeed in their careers.

Supporting international RIM education (new program)

AIEF has a new initiative to partner with established international RIM training programs in developing countries. This initiative will provide partial financial support to send experts in the RIM field to conduct training internationally.

Focusing on providing relevant research projects

AIEF will continue to provide relevant in-depth research and information that complements what ARMA delivers to the profession so that people can succeed. We welcome innovative research proposals!

African Book Project

AIEF will continue to provide core RIM books to African universities and national archives to enable students and professionals in Africa to engage with new ideas and to contribute to developments in the records and archives field solving real world problems in their countries. Their abilities to solve records and information problems are fundamental to the establishment and operation of civil societies. Systems and solutions we take for granted in the U.S. are often not available in developing countries.



Dear AIEF Friends,



The year 2010-2011 was a transformative period for your Foundation. On the strength of your generous support and a renewed vision for the future, the Foundation was able to deliver on its mission of assisting records and information professionals across the globe become successful.

Your philanthropic support makes an incredible difference to AIEF. With your involvement, we'll continue to grow and meet the evolving needs of those in our profession. I urge you to consider making a first-time gift or increase the level of your support.

It is important to note that more than 90% of all donations go to scholarships, international education and research thanks to the support of ARMA for administrative expenses.

Additional funding support will allow AIEF to:

- Increase the number of graduate scholarships
- Award undergraduate scholarships
- Send RIM experts to train in developing countries
- Conduct relevant RIM research to help people solve problems
- Send RIM books to universities and national archives in Africa

There are many convenient ways to support AIEF:

- Individual donations – gifts, pledges or automatic payments
- Chapter Challenge - Make your chapter a leader
- Silent Auction – Donate/bid at the ARMA annual conference
- Raffle – Win cool stuff by purchasing an AIEF raffle ticket or two
- Donate speaker honorariums
- Memorial gifts to honor a RIM colleague
- Planned giving offers tax benefits and maximizes giving

Your gift is tax deductible

Need an end of year tax deduction that actually will make a difference? Make a donation before December 31, 2011. Financial investments and contributions to AIEF from individuals, companies and foundations are fully tax-deductible as provided by U.S. law. Canadian ARMA members can obtain a tax deduction against U.S. earned income only.

Sincerely yours,

Larry Eiring, Chairman of the Board of Trustees
ARMA International Educational Foundation

YOUR INVOLVEMENT

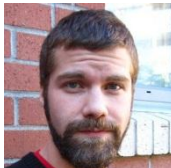


2010 GRADUATE SCHOLARSHIP RECIPIENTS

Graduate scholarships were awarded for advanced study in the field of records and information management to the following:



Sofia Empel, MLIS, CRM, CDIA+ is a PhD candidate in Information Studies at the Palmer School of Library and Information Science, Long Island University. She expects to complete her dissertation in a records management-related topic during 2011. Her education includes a Bachelor's in Business Administration (BBA); a Masters in Library and Information Science (MLIS); a Graduate Certificate in Advanced Studies in Archives and Records Management; and a Graduate Certificate in Healthcare IT Management. She is a Certified Records Manager (CRM), a Certified Document Imaging Architect (CDIA+) and a provisionally Certified Archivist (CA). Ms. Empel is the President of InfoCentric Strategies, a women-owned WBE certified company, which provides professional consulting, as well as information and records management services to corporations, law firms, universities, not-for-profits, and government organizations. Ms. Empel has 32 years of experience in the information management profession.



Myron Groover holds a MA (Hons.) in History from the University of Aberdeen, Scotland, and is currently pursuing a Master's degrees in Archival Studies and Library and Information Science at the University of British Columbia, Canada. His research interests lie in exploring how archival and records management theory and practice relate to the maintenance and legitimization of political and economic power within modern nation-states. To review a sample of his current research, (Link) [White House E-mail Destruction Scandal](#)



Jamie Sanford has a BA (Hons.) in History from Simon Fraser University. He is currently enrolled in the Master of Archival Studies (MAS) program at the School of Library, Archival and Information Studies at the University of British Columbia, Canada. Prior to entering the MAS program at UBC, Jamie worked as a contract Research Analyst for the Department of Indian and Northern Affairs. Jamie is interested in the history of record records management and how the profession is intertwined with its fellow knowledge disciplines. To review a sample of his current research, (Link) [Capturing Records Management: A Holistic Analysis](#)



2010 RESEARCH

The Foundation funds research that adds fundamental knowledge unique to the RIM profession, aids in maximizing the value of Records and Information Management, and makes a positive contribution to the global perception of the RIM profession. Copies of the results of these sponsored research projects are posted on the Foundation's website and can be downloaded free of charge.

In 2011 – 2012, the Foundation is focusing on funding research projects that provide relevant information to the people in the profession to help them succeed and which complements the research projects of ARMA. The Foundation wants to hear from ARMA members on what in-depth research would help solve real world records and information management problems.

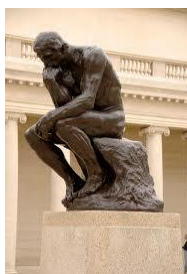
2010 Research Grant Topics

Social Networks and Their Impact on Records and Information Management, a report on the research results of Helen Streck. A free download of this research is available in the Future Trends section of our published research projects. (Link) [Social Networks and Their Impact on Records and Information Management](#).

Metadata in Court: How the Courts Have Been Treating This Issue, a report of the research of John Isaza, Esq. presented at the 2010 ARMA International Conference to a standing room only crowd. Attendees rated this session among the most valuable at the conference. A free download of this research is available in the Litigation Readiness section of our published research projects. (Link) [Metadata in Court: What RIM, Legal and IT Need to Know](#).

Reference Guide to Commonly Used RIM Standards and Best Practices. This guide is a compilation of standards and practices designed to be a reference for anyone in need of a quick answer to a records management problem or question. Users report that it is their first point of reference when they have a RIM question. This study was prepared by Virginia Jones, CRM, FAI. (Link) [A Guide to Commonly Used National and International Records Management Standards and Best Practices](#)

RESEARCH





INTERNATIONAL EDUCATION

The Foundation is committed to supporting international records and information management education. In 2011 – 2012, the Foundation is expanding its international educational assistance program. A new program has been established to provide partial funding for records and information management experts to conduct training in developing countries in partnership with established international training organizations.

2010 African Book Project

In partnership with ARMA and the International Records Management Trust (IRMT) the Foundation provided nine core texts for 18 university libraries and four national archives in Africa.

Included are the *Universities of Ghana, Namibia, Botswana, Zambia, South Africa and Ibadan; as well as Kenya Polytechnic, Moi University, and Kenyatta University (Kenya), Makerere University and Uganda Institute of Information and Communications Technology (Uganda); Bagamoya School of Library, Archives and Documentation Studies (Tanzania); Midlands State University and the National University of Science and Technology (Zimbabwe), Mzuzu University (Malawi), the University of Fort Hare (South Africa), the Institute of Library, Information and Communication Studies (Sierra Leone) and the Business and Technical College (Botswana). The National Archives of Eritrea and three other national archive institutions will also receive the core RIM books.*

The aim is to enable students and professionals in Africa to engage with new ideas and to contribute to developments in the records and archives field solving real world problems in their countries. Additional books are also being provided to a subset of the 22 institutions. Funding for this project was provided by the Foundation, with additional support from U.S. and Canadian ARMA Chapters, as well as from ARMA International. The African Book Project helps to enable the development of a network of records and archives management professionals throughout Africa that will assist nations in managing their records effectively.



2010 African Book Project

Dear Anne Thurston,

Thank you so much for affording us an opportunity to be part of the African Text Book Project under the auspices of ARMA International Education Foundation and IMRT. We are grateful for having sent us a list of records management text books under the same initiatives to our college and we are looking forward to receive many more even those books you may consider outdated materials because to us we still rely on them. We are also looking forward in particular to receive your scholarly research papers which are international well acclaimed and propose for your intervention to enhance and promote collaborative teaching with our college for effective and efficient records management. This is because herein our continent a lot have been said about the problems but now we need to fix things and turn all challenges into opportunities for the advancement of good practices.

On behalf of the college and as a full time lecturer at the college in the field we once again thank you so much for your support and assistance and anticipate to work with us in the future.

God bless you,

*Bruce Wilson Kojane
Records Manager*

Dear Anne,

I wish to express our institution's appreciation for the eight titles of books on records and archive management which you have sent to us. In 2003 when we started the programme in this institute, we had only four students, now we have over 80 students. The demand from our graduates for a degree programme after their diplomas here resulted in Makerere University setting up a degree programme for them and Dr. Luyombya is the head of that programme. Kindly convey our appreciation to ARMA for their contribution.

Thanks and best wishes,
Sylvester Sennabulya





CHAPTER FOUNDATION CHAMPIONS (CFCs)

Chapter Foundation Champions (CFCs) play a key role in the success of the Foundation. These special people are the backbone of the Foundation as they work to promote AIEF programs and activities within their ARMA chapters and regions. The Foundation would be unable to accomplish as much as we have without the CFCs. The Foundation salutes the dedicated 2010-2011 Chapter Foundation Champions!

Looking Ahead In 2011 – 2012, the Foundation will strengthen its communications with the CFCs so that they are on the inside track and up-to-date on Foundation programs and how they help people succeed. CFCs serve a vital role as liaisons between the Foundation and their local chapters. The Foundation is looking for the CFCs to generate excitement for the Foundation, keep members informed about the latest scholarship programs, international education support, research projects, silent auction, and raffle opportunities. Funding for the Foundation’s programs is a direct result of the support and help of the CFCs.

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(No Chapter Affiliation) - Skip Litt



Chapter & Regional Support

The Foundation issued a challenge to chapters and regions to help fund scholarships, the African Book Project, and research. Special thanks to the top three contributors: the Canadian Region, Toronto Chapter, and the Mile High Denver Chapter in Colorado! Check the rankings below to see where you chapter and region fell in the rankings. In 2011 – 2012, make your chapter a leader by helping the Foundation fund programs that help people succeed!

2010 – 2011 Region Ranking

Rank	Region
1	Canadian
2	Midwest/Rocky Mountain
3	Great Northwest
4	Pacific
5	Mid-Atlantic
6	Southwest
7	Northeast
8	Great Lakes
9	Southeast

2010 – 2011 - Chapter Ranking

Rank	Chapter
1	New Brunswick
2	Toronto
3	Mile High Denver
4	Oregon
5	Nebraska
6	Triangle Area-Raleigh NC
7	Diamond State
7	Connecticut
8	Detroit
9	Greater Seattle
9	San Antonio
10	Atlantic
10	Silicon Valley/Santa Clara
10	Greater Chattanooga
11	Liberty Bell of Philadelphia
12	Northern Virginia
13	Puget Sound

Rank	Chapter
13	Arizona
14	Vancouver
15	Western Colorado
16	Western Michigan
16	Bellevue/Eastside
16	Boise Valley
16	Twin Cities
16	Greater Los Angeles
16	Hawaii
16	San Diego
16	Silver State
16	Utah-Salt Lake
16	Dallas
17	Atlanta
18	Greater Cleveland
19	Saskatchewan
19	Charleston SC



DONOR RECOGNITION

The Foundation is able to award scholarships, provide research grants, and fund education projects through donations from individuals, regions, chapters, ARMA, and other organizational support. We would like to thank those that have contributed for their support.

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Donor Recognition - Silent Auctions

The Foundation conducts silent auctions at the ARMA Annual Conference and the Canadian Regional Conference as a method of raising significant funding for scholarships, providing research grants, and funding education projects. Through donations of items and services to be bid on at the silent auction, individuals, chapters, regions, ARMA itself, and companies provide support. We would like to thank those that have contributed and recognize them for their support.

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2010 SILENT AUCTION VOLUNTEERS – San Francisco

In addition to the donations, the Silent Auction is supported through the work of volunteers. We would like to thank all of those who made the Silent Auction possible.

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