

The current situation and development of information management in the basic construction of universities

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Abstract: With the continuous advancement of science and technology, the basic construction of universities has higher and higher requirements for informatization. The original infrastructure has been unable to meet the requirements of school development and student training. The mode of educational administration management in universities in my country has gradually entered the network and information The age of chemistry. Explore new ideas for the construction of educational administration informatization in universities, and the corresponding countermeasures are to update ideas, change ideas, and establish an informatized educational administration philosophy; improve the overall quality of management personnel, strengthen management team construction, increase capital investment, and improve educational administration management system Function; reasonable planning and deployment, strengthening the overall construction of the educational administration platform, and earnestly promoting the informatization process of educational administration management. Combining with the reality of college teaching management system, analyze the inevitability of modern management system application in universities, and explore the influence of college teaching management system in the entire teaching practice.

1. Introduction

The level of educational administration management directly affects the quality of talent training [1]. The infrastructure projects in universities are characterized by large investment scale, tight construction period requirements, complex construction technology, many construction participating units and wide social impact, which poses a severe challenge to the infrastructure management of universities [2]. Educational administration is an important part of university management and the foundation and core of university education information construction [3]. In order to implement the student-oriented school running concept and promote the development of civil aviation, the university is facing the task of building a new campus while upgrading the old campus. However, capital construction projects have the characteristics of large scale, long cycle, strict cost control requirements, cumbersome approval procedures, tight construction period and scattered project data [4]. The traditional manual circulation method is difficult to ensure the integrity, authenticity and timeliness of project information, and it is difficult to realize the control and management of the whole life cycle of the project [5]. With the rapid development of higher education in our country, the continuous expansion of the scale of higher education institutions, multi-campus teaching, and the reform of the credit system have brought a series of problems to the educational administration management that need to be solved urgently. These changes also put forward updated requirements for the school's educational administration management. In order to adapt to these new changes, improve the existing educational administration management model of universities, and improve the efficiency of daily educational administration management, educational administration management must be standardized, informatized, and networked [6]. The road, that is, the establishment of a sound educational management information system is an inevitable choice.

As a local educational institution for cultivating high-quality talents, universities generally have their own characteristics and high influence in the cities where they are located, and also bear

certain humanistic connotations. To a certain extent, it can be said that the construction of universities has become a kind of symbolic characteristic construction in the locality. With the rapid development of computer technology, network technology and communication technology and their wide application in the field of project management, information management has become an important means to improve the level of infrastructure management [7]. How to further standardize the teaching management, improve the quality of personnel training, and meet the high-level, high-efficiency, standardized and humanized teaching management requirements of personnel training in universities under the new situation is a new topic that the teaching management departments of universities are facing. With the rapid development of my country's higher education and the expansion of enrollment scale, higher requirements are put forward for educational administration management [8]. Speeding up the informatization process of infrastructure management in domestic universities will help improve the efficiency of infrastructure construction in universities, save human resources, and make the management of infrastructure in universities more standardized and effective. The traditional teaching management model can no longer adapt to this challenge, which puts forward new and diversified requirements for the teaching management system. Modernization and informatization of teaching management are the inevitable choices of universities.

2. The urgency of educational administration information

2.1 The needs of the university's own development

The informationization of university infrastructure is an important work of the university at present, which plays a vital role in the development of university infrastructure. The digitalization of campus building information and the dynamic management of campus building engineering lie in carrying all kinds of information into the campus virtual scene with the help of virtual reality, an advanced digital technology platform, with intuitive and friendly interface and convenient understanding and use.

The transformation of higher education from elite education to popular education has led to the continuous expansion of the scale of universities, the doubling of the number of majors, classes and students, the emergence of various new problems such as cooperative school running and multi campus management. Various information and data statistics have made the current educational administration increasingly complex [9]. It is time-consuming and inefficient to rely on limited managers to complete it manually, It will inevitably affect the level of teaching management. University management informatization is an important way to improve the comprehensive school running level and social competitiveness of universities. Educational administration management is the core of university management. The level of educational administration management is an important index to measure the teaching quality of universities. How to ensure the stable improvement of teaching quality and the realization of talent training objectives while the number of college students increases sharply is a prominent problem in the current teaching management. Therefore, it is urgent to establish an efficient and perfect educational administration management information system.

2.2 The need to deepen the reform of teaching in universities

With the deepening of teaching reform in universities, most universities have implemented the teaching management system of credit system or academic year credit system. The implementation of credit system is conducive to establishing competition and incentive mechanism, fully mobilizing and exerting the enthusiasm and initiative of both teachers and students, and scientifically constructing students' knowledge structure and ability structure. The implementation of the credit system has increased the diversity and complexity of educational administration information. Therefore, in the face of increasing and complex data, it is inevitable to build educational administration information [10].

Educational administration management in universities is a huge systematic project, with

complicated work, multiple links, and heavy workload. Without scientific methods and strict rules and regulations, it is impossible to guarantee the order of teaching. The standardized management of teaching work involves almost all aspects of teaching and learning, which requires scientific management in accordance with a certain standardized process. The informatization of educational management not only improves management efficiency, but also allows educational administrators to have more time and energy to go. Thinking and delving into some in-depth issues in educational administration management and participating in high-level management such as teaching research is conducive to the improvement of the overall management level. To meet the development needs of higher education, it is necessary to establish a scientific, standardized and operable educational administration management system, and use information technology to organically integrate teaching resources and data into a whole.

2.3 The need to improve management

The educational administration management information system has a large amount of data, including teachers, students, courses, teaching resources and other information, involving many functional departments. The educational administration management information system based on campus network is conducive to the resource sharing and unified caliber of all departments of the University. Therefore, a practical and information sharing management information system is of great significance to improve the efficiency and management level of infrastructure construction. Through the educational administration information management, teachers and students can obtain the information of teaching activities in time, and can also communicate and interact directly through the network learning platform. The introduction of auxiliary management in educational activities will improve management efficiency, reduce errors, and ensure a more coordinated and scientific operation of all teaching links. It plays an active role in improving teaching quality, maintaining normal teaching order, reasonable teacher adjustments, optimal arrangements for examinations, scientific management of test papers, and rapid query and statistics of teacher files. The informatization of educational administration management has laid a solid foundation for the construction of the school's digital campus, and provided an accurate and reliable basis for educational decision-making.

3. Measures to Promote the Information Construction of Educational Administration

3.1 Establish a modern education management concept

The construction of digital campus is a long-term and complex systematic project, and the informatization of educational administration management is an important part. School managers should establish a modern educational management concept, uniformly plan, guide and coordinate according to the characteristics of the school, and explore a new teaching management mode according to the requirements of the talent training objectives of the school, so as to promote the modernization of teaching management. The educational administration management system of most domestic universities adopts the educational administration management software developed by the company. The system architecture and function settings of the software are unified, and the R & D personnel develop customized products. It is impossible to consider the actual situation of all schools in the design, so there will be many "unreasonable" places in the design. The current educational administration management system cannot meet the fundamental needs of digital campuses. This requires detailed and comprehensive user demand analysis when designing the system, and educational administration administrators should participate in the whole process and discuss repeatedly, so that the management system can closely follow the front-line management of educational administration. The needs of personnel can also make the later maintenance of the system have the advantages of "openness and scalability".

3.2 Establish and improve rules and regulations

It is the guarantee of the normal operation and management of the educational administration

management information system. It is necessary to establish and improve various rules and regulations. The formulated system should be standardized, strict and easy to operate, and at the same time it should reflect the requirements of information management. Lack of reasonable planning and deployment often leads to great waste in construction strategies and funds. Realizing the informationization of educational administration is a long-term and systematic project. Only by scientific planning and steady progress can the informationization of educational administration enter a benign track. universities should pay more attention to the informatization of educational administration, increase capital investment in this aspect, provide strong support and guarantee for the improvement of educational administration level of colleges and ensure the smooth progress of teaching management. The system should have enough information processing capacity to meet the needs of teachers and students of the school, and will not cause system collapse due to too many service requests. For example, students should ensure the stability of the system when evaluating teaching quality and selecting courses online. The standardization of educational administration management is the premise of information construction. Standardization requires that all work should be carried out according to certain standards. In the process of management, managers should follow a rigorous working attitude, strictly implement various rules and regulations, act according to rules, and put an end to the phenomenon of doing things arbitrarily based on experience.

3.3 Improve the overall quality of educational administrators

The quality of educational administration personnel directly affects the process of educational administration informatization, and having a group of high-quality and high-level educational administration teams is the key to promoting educational administration informatization. How to retrieve, analyze and process the information you don't need from the huge database requires not only mastering the general operation process of the system, but also familiarizing yourself with computer knowledge such as word processing, data report, database operation and so on. Educational administration is a systematic project with a large amount of tasks. Only relying on the management of one department can not achieve the goal of improving work efficiency and quality. As a manager, he should actively adapt to the new situation, continue to enrich his work, improve his own comprehensive quality, firmly establish the idea of loving his job, serving and educating people, and strengthen the training of professional ethics and professional competence. In view of the fact that some school administrators do not have the actual ability to use information technology for management, the school should improve the talent cultivation and introduction mechanism, continuously introduce high-quality and high-level professionals, improve the overall quality of the management team, and promote the growth of management. So as to accelerate the realization of informatization in universities.

4. Conclusions

The informatization construction of educational administration in universities is the optimization and integration of informatization system and informatization software and hardware environment, and it is a long-term and complicated systematic process. Our school should proceed from reality, plan rationally and implement step by step, considering not only the development trend of education reform, but also the expandability and openness. At the same time, as educational administrators, they should renew their thoughts, raise their awareness, strive to improve their comprehensive quality, improve their management level, form an effective management mechanism and better serve the teaching management. The application of teaching management information system not only brings efficiency and convenience to the teaching management in universities, but also puts forward all-round and higher requirements for the future educational administration. After the popularization of higher education, the expansion of school running scale and the promotion of teaching reform are bound to require all universities from leaders to teachers and from teachers to students to change their ideas, unify their ideas, vigorously support and gradually promote the pace of modernization of educational administration management, build a perfect educational

administration management information system and improve the level of modern management.

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