

Exploration of Human Resource Management in Higher Vocational Colleges under the Guidance of Educational Informatization

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Abstract: Educational informatization is a developmental trend in education in the context of the development of information technology and internet technology in China. Its primary objective is to help the education system provide higher quality and more efficient services. Under the backdrop of educational informatization, the human resource management efforts in higher vocational colleges can be facilitated with features of convenience, efficiency, and interactivity. Therefore, the human resource management departments in higher vocational colleges should emphasize the application of information technology and the establishment of information technology systems. Through this approach, they can optimize the mechanism of human resource management in higher vocational colleges and enhance the level of human resource management work.

With the continuous improvement of China's economic development and the ongoing advancement of information technology and network technology, an increasing number of these technologies are being applied in the field of human resource management (HRM) in the country. This not only enhances the quality and efficiency of HRM but also accelerates the transition toward paperless, dynamic, and intelligent operations, effectively reducing energy consumption and aligning with China's energy-saving and emission reduction policies. HRM departments in higher vocational colleges should embrace the trend of informatization and strive to achieve scientifically standardized HR development and management goals.

1. Current Status and Issues in the Informatization of HRM in Higher Vocational Colleges

1.1 Current Status of Informatization in HRM in Higher Vocational Colleges

At present, while most HRM departments and college leadership in China's higher vocational colleges recognize the importance of HRM informatization, the relatively late start and limited experience in this field have led to certain issues that hinder the development and progress of HRM informatization in higher vocational colleges. Most higher vocational colleges have achieved some results in the process of informatization but have primarily focused on technical applications, treating informatization as a management technology or tool. There is a lack of a comprehensive understanding of informatization as a management system. Additionally, some colleges have not

reformed or innovated under the influence of traditional HRM models, resulting in low efficiency in HRM informatization.

1.2 Issues in HRM Informatization in Higher Vocational Colleges

At present, there are several issues hindering the progress of HRM informatization in higher vocational colleges:

Insufficient Number of Professional Technicians and Lack of Corresponding Standards: Adequate numbers of professional technicians are essential for the successful implementation of HRM informatization in higher vocational colleges. They provide the necessary information technology and platforms to enhance the quality and level of HRM informatization. However, there is a lack of unified standards for HRM informatization in higher vocational colleges [1]. Different departments and functional units within these colleges often use different standards, which leads to problems in information sharing, exchange, and the implementation of comprehensive and efficient HRM measures. Integration of HR data is not carried out comprehensively, and differences in understanding of information scope, content, and concepts among various functional units hinder the improvement of HRM quality and efficiency. Thus, there is a need to prioritize the cultivation and recruitment of information technology talent while establishing unified standards for HR information management, ultimately improving the level and quality of HRM informatization in higher vocational colleges.

Lack of Relevant Standards and Mechanisms: Comprehensive and effective systems are crucial to ensuring the full implementation of HRM informatization [2]. However, some higher vocational colleges tend to focus excessively on technological applications while neglecting the development of corresponding standards and mechanisms. Some institutions have a narrow understanding of HRM informatization, believing that providing high-quality computers and internet access to HRM departments is sufficient to achieve the primary goals of informatization. Consequently, the implementation of HRM informatization measures is incomplete, and these measures can even increase the complexity of HRM processes, reducing both quality and efficiency.

Conservative Mindsets Among HRM Staff in Higher Vocational Colleges: Many HRM personnel in higher vocational colleges have been in their roles for an extended period and may lack the capacity to learn about information technology and informatization concepts. Some individuals may also possess conservative and outdated mindsets that hinder their ability to understand information technology and related concepts adequately. Currently, HRM staff in these institutions primarily engage in basic application operations and data entry. They often lack the expertise required for tasks such as database development, data mining, and data utilization. The rapid development of information technology in China has created a gap between the informatization levels in higher vocational colleges and the broader society. Some institutions lack effective technical management teams, resulting in inadequate maintenance of related systems, applications, software, and equipment. This, in turn, leads to hardware inadequacies that hinder the development of the management model, causing resource waste.

These issues need to be addressed to ensure the effective implementation of HRM informatization in higher vocational colleges.

1.3 The awareness of collaborative management and shared services needs to be further strengthened

Although some higher vocational colleges have expanded the coverage of information technology in terms of infrastructure construction, the overall level of innovation in the application of information technology on campuses is not high. Many departments are only using computers to

address basic document and data management tasks, and the penetration of information technology in areas such as staff efficiency, human resource development, and talent cultivation needs to be deepened. The overall human resources management system in higher vocational colleges still operates in a closed-loop manner, with multiple management departments operating independently, lacking data sharing, and lacking professional technicians to integrate human resources data.

Due to the lack of unified information technology standards, different functional departments have differences in their understanding of information scope, content, and concepts related to information technology. Although information technology has facilitated the cross-departmental use of basic information for faculty and staff, most human resources management functional departments tend to prioritize their own interests and lack a holistic view of human resources management.

Therefore, the fragmented human resources landscape has not undergone fundamental changes. The implementation of information technology in higher vocational colleges is also a process of organizational change for the institution. It requires a mindset of sharing data resources and strengthening the awareness of interdepartmental cooperation in all aspects, from business processes to management philosophies and organizational structures.

2. Optimization Measures for HRM Informatization in Higher Vocational Colleges

2.1 Increase the Emphasis of College Management Personnel

To ensure the effective implementation of measures related to HRM informatization in higher vocational colleges, it is crucial to increase the emphasis placed on HRM informatization by college management personnel. College leaders should take the lead in organizing regular training sessions for department heads to help them understand the importance and significance of HRM informatization. This will lay a solid foundation for future HRM informatization efforts [3]. Furthermore, college leaders should recognize the sustained impact of HRM on vocational education and incorporate HRM informatization into the overall informationization reform of higher vocational colleges. They should also organize active participation in cooperation activities among various functional departments and units based on principles of collaboration and transparency, delineate responsibilities and rights in HRM within different departments, and establish a good coordination mechanism. Lastly, college leaders should acknowledge the significant role of faculty and staff in HRM informatization. Faculty and staff are not only the subjects of HRM but also major contributors to HRM activities. Therefore, school leaders should promote innovative HRM concepts within the campus, encourage faculty and staff to actively participate in HRM informatization, define their responsibilities clearly, and align their interests with the quality of HRM informatization. For instance, colleges can integrate faculty and staff participation in informatization initiatives into performance evaluations, ensuring compliance with informatization standards and fostering proactive involvement.

2.2 Enhance Awareness and Professional Competence of HRM Personnel

Improving the awareness and professional competence of HRM personnel can effectively expedite the progress and implementation of HRM informatization [4]. HRM departments in higher vocational colleges should take various measures to enhance the awareness and professional competence of HRM personnel:

Internal Training Mechanism: Establish an internal training mechanism, allowing human resource management personnel to freely discuss and solve issues related to human resource management informatization during meetings. Identify and implement solutions to identified issues.

Record effective measures in the work log, regularly summarize work experience, and strengthen internal training.

External Expert Training: Invite professional technical personnel to provide training on human resource management information technology for human resource management personnel. For instance, after establishing an HRM information platform, provide comprehensive training to HRM staff on platform operations, capabilities, and routine maintenance. This will not only boost awareness and professional competence but also ensure the platform's smooth operation.

Performance Assessment System: Using training mechanisms as the basis for performance evaluation or incentive systems. Incorporate certain training content into performance evaluations, reward employees with high performance scores, or provide material rewards for outstanding performance. This approach can effectively motivate staff to enhance awareness and professional competence, thereby improving their capabilities and work enthusiasm.

2.3 Build a Robust Information Platform for Enhanced Information Sharing

In the process of implementing HRM informatization, higher vocational colleges should establish a comprehensive information platform to achieve information sharing among different departments. This will enhance the quality and efficiency of HRM [5]. After establishing the information platform, colleges should manage it scientifically to maximize its value. They should formulate unified HRM workflows and standards for various functional units and departments. For example, a workflow for HRM-related tasks, including review, approval, upload, and filing, should be established, and penalties should be imposed on staff members who do not adhere to it. This ensures that the information platform effectively supports HRM and enhances the quality and efficiency of internal staff work. During the platform construction process, functions for information sharing and exchange should be integrated. Moreover, the educational resources platform and HRM integrated platform should be linked to reorganize various components of HRM, establish a proactive HRM strategic management system with departmental collaboration, functional permeation, and forward-looking management. Information security should be prioritized during the platform construction, with firewalls and physical protection systems in place to ensure the security of internal HR information and mitigate information risks.

2.4 Establish Comprehensive HRM Informatization Systems

Higher vocational colleges should establish comprehensive HRM informatization systems to standardize the work quality of HRM personnel and relevant functional departments, reducing quality and efficiency issues in HRM work [6]. HRM departments can draw from advanced domestic and international experiences in HRM informatization and tailor these experiences to the specific characteristics of their institutions. For instance, to mitigate problems in traditional HRM work, HRM departments should train their staff members from various functional departments. Those who do not adopt informatization techniques within the specified timeframe should receive verbal warnings or face bonus deductions. This ensures comprehensive implementation of HRM informatization, enhances the quality and efficiency of HRM work, and promotes the informatization goals of higher vocational colleges.

2.5 Strengthen Internal Culture Building for Cross-Department Collaboration

Higher vocational colleges should strengthen internal culture building to develop distinctive and guiding HRM cultures and values. This should be combined with the promotion of informatization measures at different levels of education [7]. During training for new employees, colleges can

infuse informatization concepts into the cultural education of the institution. This helps new employees establish a strong sense of informatization and promotes the effective implementation of HRM informatization measures. College management personnel should enhance communication and cooperation between the HRM system and other departments, breaking down barriers that hinder the flow of HR information and improving information sharing among multiple departments. This ensures that every staff member can access the system through their staff number, allowing them to check their salaries, resumes, and professional titles in a timely manner. Different functional departments can also access the platform to retrieve information, ensuring the scientific and rational conduct of business approval. Additionally, colleges can integrate staff contracts, retirement procedures, welfare subsidies, and other policies into the platform for unified management. This avoids problems related to the slow distribution of subsidies and cumbersome approval processes, ultimately enhancing the external service quality and efficiency of HRM departments and improving the sense of belonging among college staff.

3. Conclusion

In summary, incorporating modern information technology into HRM work, higher vocational colleges should not only focus on technical applications but also prioritize innovation in management concepts. College management personnel should continuously identify and address problems during HRM informatization to improve the level of HRM informatization, ultimately helping higher vocational colleges achieve their informatization development goals.

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