

Discussion on the Optimization Measures of Human Resources Management in Vocational Colleges under the Background of Informatization

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Abstract: With the development of society, the application of informatization technology is becoming more and more extensive. All sectors have achieved more efficient work by using network information technology. To adapt to the needs of social development, vocational colleges should keep up with the pace of the times, introduce informatization technology in human resource management, and provide support for the operation. This paper mainly discusses the important role of human resource informatization management, the problems existing in the human resource management of vocational colleges, and how to optimize human resource management through informatization technology, aiming to provide some references for relevant personnel.

Keywords: Informatization; Vocational colleges; Human resources; Optimization measures

1. Introduction

Human resource management refers to the activities of relevant departments for the purpose of selecting, employing, and training their staff, including evaluations, rewards, punishments, and a series of administrative tasks. The informatization of human resource management mainly refers to professionals related to it using information technology, network technology, and communication technology. By employing database technology and others, an information system is established. Through this system, information and data related to human resource management are integrated and shared, and with the assistance of various information platforms, relevant HR tasks are managed. To this end, accelerating the pace of talent cultivation is the essential path to achieving talent training goals [1-2]. The informatization construction of higher vocational technical colleges leverages the advantages of network information technology to comprehensively enhance the level of human resource management.

2. The Significant Role of Informatization in Human Resources Management of Vocational Colleges

In traditional human resource management, leadership often lacks dynamic control over the psychological state and needs of grassroots employees. Consequently, the management methods formulated may not effectively stimulate employees' enthusiasm for work. In some cases, it can even lead to certain employees feeling fatigued at work or not taking their jobs seriously. Under such circumstances, traditional human resources management has not been able to fully display its potential, and it struggles to address issues within the company in a timely manner. In contrast, informatized human resources management builds upon the strengths of traditional HR management[3-4]. It introduces technologies such as internet technology and big data to optimize the content and system of traditional HR management. By incorporating the actual developmental situations and needs of grassroots employees into the scope of HR management, it greatly boosts their enthusiasm, providing colleges with a continuous supply of human resources. Additionally, in the realm of informatized human resources management, modern information technologies are fully utilized to process the current internal administrative tasks of colleges. This not only shortens the time required to complete tasks but also significantly improves the quality of work[5].

2.1 The informatization of human resource management is a crucial strategy for the stable and continuous development of vocational colleges

Vocational technical education is an essential component of vocational and technical training. The informatization of human resource management not only allows for a more rational allocation of teachers and educational resources, ensuring a refined management process but also facilitates real-time data analysis to forecast future manpower needs and identify potential issues. By doing so, it not only enhances the efficiency of human resource management but also allows for a more targeted approach to talent cultivation and recruitment planning, laying a solid foundation for the long-term growth of advanced vocational technical institutions[6].

2.2 The informatization of human resource management is an effective means to improve management efficiency

In traditional human resource management, due to the numerous management links and the complexity of the content, there often arise redundant tasks and communication barriers, significantly reducing efficiency. However, with the accelerated pace of informatization in advanced vocational education institutions, the use of networked management platforms provides teachers with an environment for real-time interaction and collaboration. This not only strengthens communication and collaboration among teams but also offers each member a platform for sharing resources, experiences, and knowledge. Furthermore, automated data analysis and reporting functions considerably reduce decision-making time, further enhancing the efficiency of human resource management[7-8].

2.3 The informatization of human resource management is a primary measure for standardized management

The introduction of information technology in human resource management not only improves the management model but also innovates and optimizes traditional processes. In the past, due to the plethora of management projects and complex workflows, tasks could easily become tedious and non-standardized. However, by utilizing cutting-edge information technologies, such as automated process approval, digitized employee file management, and intelligent training recommendation systems, every aspect, from recruitment and training to daily management, has become more standardized and efficient. At the same time, standardized procedures and templates reduce human errors, enhancing the quality and reliability of management[9].

3. Analysis of Issues in Human Resources Management of Vocational Colleges in the Context of Informatization

3.1 Outdated Management Philosophy

Due to long-term influence from the traditional human resources management model, personnel in the human resources management departments of vocational colleges have developed a set of inherent work patterns. However, some of these entrenched work patterns can no longer meet the demands of modern management. Compounded by the relatively late introduction of information technology in vocational colleges and a weak foundation in the application of such technologies, this results in an outdated mindset. This is evident in two main ways:

First, older staff members are accustomed to previous work routines and largely employ extensive management models. They focus mainly on the management of personnel records, with daily operations still relying on paper-based approval processes. Such processes are time-consuming and cumbersome, becoming a significant hindrance to work efficiency. However, some of these employees are reluctant to invest more time in learning the necessary information technologies, resulting in a lack of scientific concepts in human resources management and a low level of informatization in the same[10-11].

Second, while colleges prioritize faculty capabilities and discipline construction, they relatively neglect the integration of information technology into human resources management. This creates an imbalance, with the result being an inefficiency in human resource management and its limited role.

3.2 Lack of Financial and Technical Support

Although many vocational colleges have established their management system platforms in the context of informatization, there are still many issues when it comes to operations. One primary concern is that the colleges do not prioritize the digitization of human resources management enough. There's a lack of financial support for the development of technology, such as networks, computers, and databases. This results in basic work being completed, with significant difficulties in technical upgrades. Additionally, there's a noticeable disparity between the system technology available and the requirements of the job, hindering the fast progression of tasks and orderly development of the college's overall work[12].

3.3 Delayed Update of Information Resources

During their initial phases, vocational colleges had fewer students and personnel data, so the campus network servers met the work requirements. However, with the expansion and increasing enrollments in recent years, the amount of student data and information has grown. The existing campus network servers can no longer fulfill the job demands. The failure to timely upgrade and update these servers hinders the smooth progression of personnel informatization management. Moreover, some vocational colleges have branches situated at considerable distances, leading to asynchronous information exchanges. If the campus network servers aren't upgraded promptly, information channels across different campuses become obstructed, causing significant inconvenience. Lastly, although some vocational colleges have implemented digitized management, they haven't upgraded their management systems regularly[14-15]. This leads to issues in automated information processing and slow updates, impacting regular work processes.

4. Optimization Measures for Human Resource Management in Vocational Colleges

4.1 Enhance the Philosophy of Human Resource Management

Vocational colleges are hubs for talent. To manage talent effectively, a shift in mindset is essential. It is necessary to use advanced and scientific philosophies in human resource management. Specific areas of focus include:

Firstly, to ensure the effectiveness of the information system's software design, the human resources department needs to frequently liaise with relevant departments and the college's IT personnel. By reviewing data submissions and information gathering, they can design targeted systems to meet HR needs.

Secondly, innovation in work methods is crucial. The HR department must clarify their duties to ensure that their work aligns with the college's overall development needs.

Thirdly, human-centric management principles should be the cornerstone of HR practices. Attention should be given to the personal development of faculty and staff, improving their working environment, and fostering a culture where each individual can leverage their strengths. This will elevate the overall talent pool's quality.

The right understanding is the foundation for the orderly progression of informatized HR management. It's important to elevate the understanding of college administrators and relevant personnel about digitized HR management. Initially, showcase the results achieved in the industry through digitized HR management, using real-case scenarios to deepen management's understanding. Next, use comparative analyses to highlight the advantages of digitized HR management over traditional methods. This will position relevant personnel as promoters of digital HR practices. Moreover, devise management standards and content from a grassroots employee perspective and optimize these using internet information technology to align with the college's development needs. Finally, colleges should avoid empty formalism. Instead, they should ground digital HR management in practical application, treating it as a primary solution for real-world challenges. Analyzing specific issues to safeguard the legitimate rights and interests of grassroots employees will help develop a mature digitized HR management plan.

4.2 Properly Design the Human Resource Management Information System

To achieve digital management, vocational colleges must focus on system design. An effective digital system will better facilitate HR management and incorporate the indicators shown in Figure 1. The digital system primarily consists of the following management modules: homepage management, information management, talent recruitment, attendance management, business management, and system management. These modules, working in tandem, make up a comprehensive digital management system, providing standardized management across all facets of HR. In execution, while it's essential to focus on the design of the five management modules, special attention must be given to the system management link. Only through system management can each module be accessed and operated, making it a prerequisite and assurance for successfully digitizing HR management.

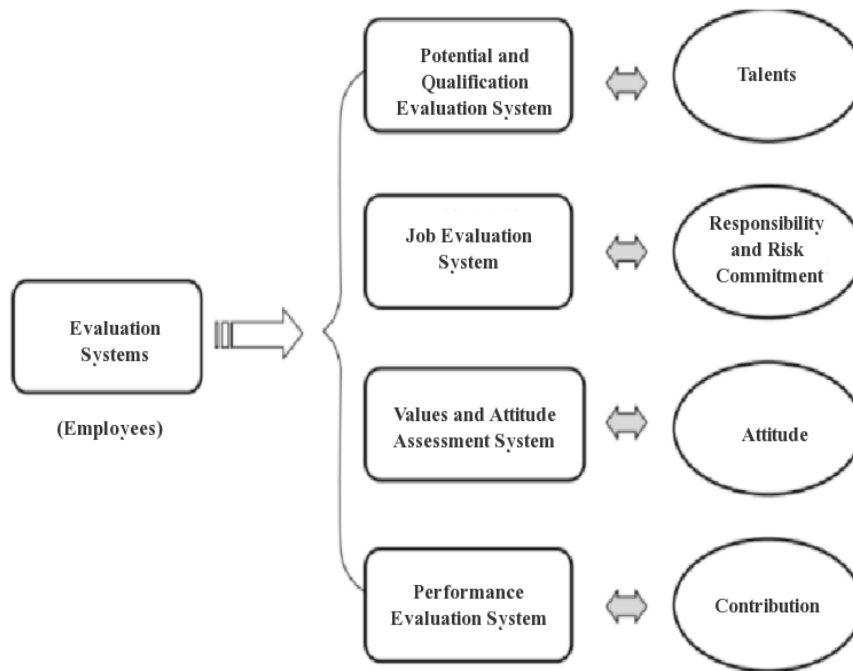


Figure 1: Indicators of the Digital Human Resource Management System

4.3 Enhancing Efficiency in Human Resource Management through Digital Means

In recent years, with the continual expansion of enrollment in vocational colleges and the increasing scale of their campuses, the number of staff has also grown exponentially. This has led to the complexity of human resource management tasks and related regulations. Coupled with frequent personnel changes and the surge in documentation and information, traditional management methods are no longer adequate. To address these challenges, vocational colleges have turned to digital HR platforms. By digitizing HR tasks, these platforms have become essential tools for enhancing efficiency. Once employees input basic HR data into these systems, the platforms can automatically analyze personnel and handle data statistics. This not only ensures data accuracy but also expedites reporting tasks. Additionally, teachers in vocational colleges generate significant amounts of information during teaching, training, research, and service. Traditional methods of data collection would be time and resource-intensive. However, with the HR information system, information can be entered at different times and across departments, facilitating real-time data compilation and inter-departmental resource sharing. Through digital HR management, basic tasks are streamlined, greatly reducing labor costs and significantly improving operational efficiency.

4.4 Integrating Information Resources

Implementing digital HR management enables universities to consolidate their existing resources, supporting sustainable development. Therefore, when launching such initiatives, colleges should foster an environment conducive to maximizing data integration capabilities, allowing categorization and summarization of existing resources. In this process, management can integrate and categorize

university information digitally. By establishing management platforms and databases, they can store and genuinely integrate HR information for practical application. Furthermore, university departments should have comprehensive control over databases and HR platforms based on the institution's development needs. This ensures the involvement and motivation of management staff, enhancing HR management efficiency and quality. It lays a foundation for improving the university's core competitiveness and maximizes economic benefits.

4.5 Building a Professional Digital Human Resource Management Team

A digital HR management team with strong professional capabilities and comprehensive skills is crucial for the success of digital HR practices. To harness the full potential of digital HR management, it's imperative to offer specialized training to staff, aiming to elevate the quality of the HR team, making them champions of digital HR initiatives and, consequently, contributors to the high-quality development of the university. Practical training can be approached in several ways:

Firstly, provide HR managers with information technology training. Only when relevant staff can proficiently apply IT can the efficacy of digital HR management truly shine. It's indispensable to train these personnel in IT capabilities, possibly hiring experts from the IT sector to guide them systematically.

Secondly, organize regular exchange meetings, facilitating dialogues between HR and IT staff. By addressing queries about HR system operations and allowing IT experts to provide hands-on demonstrations, HR managers can better comprehend and utilize digital systems.

Thirdly, through partnerships between institutions and enterprises, integrate IT into the curriculum for students majoring in human resource management. This ensures graduates possess both HR management and IT application skills, catering to the university's demand for multidisciplinary talents.

5. Conclusion

In an era where information technology is advancing rapidly, to enhance the level of human resource management in vocational colleges, it is crucial to effectively integrate with information technology. By adopting a series of effective measures and shifting management paradigms to prioritize a people-centered approach, such as improving management mechanisms, optimizing the design of information system modules, and using information management platforms, we can effectively elevate the standard of human resource management and promote the long-term development of vocational colleges.

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