

Exploration and Practice of Teaching Management in Private Colleges

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Abstract: *With the trend of popularization of higher education in our country, it provides a good opportunity for the development of private colleges and universities. As an important part of China's higher education system, private colleges and universities shoulder the important mission of cultivating high-quality talents. The construction of teaching management team in colleges and universities is one of the important factors that affect the quality of teaching and talent training. This paper expounds the content and importance of teaching management in private colleges and universities, explores the realistic dilemma of teaching management in private colleges and universities, and discusses the strategies to improve teaching management in private colleges and universities, aiming to provide some reference for promoting the development of teaching management in private colleges and universities.*

Keywords: *Private Colleges; Teaching Management; Dilemmas; Strategies*

1. Introduction

In China's higher education, private colleges and universities play an important role in outstanding performance, after years of practice exploration and development, has made remarkable progress and achievements. The lack of strong support of excellent teaching management team will limit the improvement of teaching scale and level in private colleges and universities, as well as the smooth development of various teaching tasks. As a key force, teaching management team plays an important role in promoting the reform of teaching management mode, which has extensive significance. They ensure the smooth operation of university teaching management system and daily teaching management. However, the current situation of teaching management team construction in private colleges and universities is worrying. There are many problems such as the lack of attention to the construction of teaching management team, the lack of stability of teaching management team, and the improvement of the overall quality of teaching management personnel. Therefore, it is necessary to deeply study the dilemma and strategy of teaching management team construction in private universities, which is particularly necessary for private universities.^[1]

2. Content of teaching management in private colleges and universities

In the management of private colleges and universities, teaching management is regarded as a crucial central task. In the process of ensuring the stable operation of private colleges and universities, it plays a key role in communicating with the outside and strengthening the connection between various departments. Only by continuously improving the quality of teaching management in private colleges and universities can we ensure the stable operation of colleges and universities. The teaching management of private colleges and universities ensures the realization of the quality of educational objectives by organizing activities, coordinating the relations between department personnel and guiding internal members. Among them, it is the main content that managers make future development and education policy according to the actual situation of colleges and universities. The teaching management of private colleges and universities usually covers many aspects, such as the formulation and control of teaching plans, the daily management of teaching, the management of student practice and the management of examination work. If the teaching management team of colleges and universities lacks sufficient ability and quality, it will directly affect the overall management level and teaching quality of colleges and universities, which is not conducive to the normal operation of colleges and universities, but also have an adverse impact on the future development of colleges and universities.^[2-3]

3. The importance of teaching management in private universities

With the continuous enhancement of the overall strength of our country, the management of private colleges and universities is becoming more and more standardized, especially in the teaching management has made remarkable progress, all of which is the inevitable result of social development and progress. In private colleges and universities, the reform of teaching management has been continuously promoted and is continuing. In today's era, we need to gradually change the traditional management mode, combine advanced work skills and management methods, and deeply study the teaching management of private colleges and universities, so as to achieve more effective development and achieve the reform goal of teaching management of private colleges and universities.^[4]

3.1. Improving the level of teaching team construction is conducive to improving the competitiveness of private colleges and universities

There is a close relationship between the teaching management level and the overall management level and teaching quality of private colleges and universities. At present, with the popularization and promotion of higher education, the competition among colleges and universities is becoming increasingly fierce, which leads to the emergence of more and more new private colleges and universities. Private colleges and universities have attached importance to strengthening their own development and teaching management teams in order to attract more high-quality students and teacher resources. Schools can improve their teaching and management level and enhance their competitiveness through the construction of teaching management. With the continuous progress of science and technology, the Internet has gradually integrated into People's Daily life and become an indispensable part. In the network environment, some students may be tempted by negative information, which may have a bad effect on students. If the management of students is not strict, the lack of professional management team may lead to a series of problems. The problems of students will directly affect the enrollment of schools, and then reduce the competitiveness of colleges and universities. Therefore, no matter from which point of view, the current private colleges and universities must enhance the professional ability of the teaching management team.^[5-6]

3.2. Improving the level of teaching team construction is conducive to promoting the rational allocation of human resources in colleges and universities

In order to ensure that private colleges can provide quality education, many colleges have decided to expand the enrollment scale, and with the increase in the number of candidates, universities have also begun to increase the number of teachers. However, many universities, because of deep-rooted traditional concepts, pay more attention to scientific research rather than management improvement. Some teachers think that teaching administrators are not the key, they think that they are the most important teachers. In addition to this, some administrators who are busy every day have insufficient knowledge of their work, which leads to the teaching management becoming a mere formality. Doing nothing or what they are busy doing every day cannot solve the actual problems of the school, and the role of the teaching management team cannot be fully played. Schools should pay attention to improving the ability of the teaching management team. Through in-depth analysis of the problems and current situation within schools, schools can help formulate guidelines that are more in line with the actual situation, so as to ensure that administrators in colleges and universities can give full play to their respective roles, optimize the allocation of human resources to the greatest extent, and form a professional team.^[7]

Private colleges and universities should pay attention to the construction of teaching management team, because it is related to the future development plan and goal of colleges and universities, and directly affect the teaching quality and school level. In order to promote the long-term development of private colleges and universities, we must pay attention to the construction of teaching management team, continue to strengthen the team construction and management innovation.^[8]

4. The realistic dilemma of teaching management in private universities

4.1. The teaching management system is not perfect and the management efficiency is low

Some of China's private colleges and universities have some problems, such as imperfect teaching management system, unclear department responsibilities, overlapping functions and low management

efficiency. In the process of the construction and development of private colleges and universities, some teachers fail to realize the urgency of establishing a perfect teaching management system to improve the teaching level, and they think that teaching is the most critical, while teaching management is regarded as secondary. Although private colleges and universities have widely adopted the digital teaching management mode, they have failed to give full play to the digital advantages in practice.^[9]

4.2. Teaching management is tedious and the level of teaching management team is low

Teaching management involves many tasks. It includes : textbook subscription, textbook archiving, inspection of teaching plans, arrangement of examinations, arrangement of student registration, organization of student course selection, arrangement of defense, management of education management system, formulation of course plans, make-up and delayed examination statistics, sorting out the list of graduates, summarizing graduation thesis, adjusting and arranging teaching content, arranging competition plan and other tedious and complicated work. These tasks are varied in content and require high timeliness. However, not all teaching administrators in private colleges and universities have received management studies and have not experienced the necessary pre-job training.^[10] In the face of great pressure, tedious tasks and harsh requirements of teaching management, some people may not be able to effectively complete the teaching management work. They may lack the proficiency of teaching management business, the application ability of modern education technology is insufficient, and the teaching management means are relatively lagging behind. In addition, the reason for the lack of enthusiasm and initiative of teaching administrators lies in their relatively low salary level. Some teaching managers may feel the pressure of work, or lack confidence in their responsibilities, so they may consider transferring or leaving their posts, thus affecting the stability of the teaching management team.^[11]

4.3. The lack of emphasis on teaching management limits the innovation and progress of teaching management

Teaching management must update with the practice of educational reform, and can not stay in place. In order to promote the modernization process and reform and innovation, the teaching management of private colleges and universities should keep up with the pace of The Times and constantly deepen the direction of reform.^[12] The main reason for the lack of innovation consciousness and motivation of teaching management in many private colleges and universities is the lack of attention to teaching management and the lack of learning and training opportunities, which leads to the uneven quality of teaching management personnel. They still follow the traditional teaching management mode and fail to follow up the pace of education reform in time, especially in the teaching management mode and the application of modern teaching management technology lag behind. Teaching managers lack of innovative thinking, and their ideas have a negative impact on the management level, which seriously limits the innovation and progress of teaching management.^[13] In order to serve the students better, the goal of teaching management is to improve the quality of teaching and make it more excellent. The teaching supervision system of many private colleges and universities in China is still improving and expanding, but there are still some problems in the aspects of system improvement and scientific planning. The teaching management system of some private colleges and universities has imperfect rules and regulations, non-standard, lack of planning and foresight, but it has high flexibility. In practice, although some private colleges and universities have formulated corresponding rules and regulations, the effect is not good in the implementation process, and it is difficult to carry out effectively. In order to encourage students to choose subjects according to their personal interests and needs, the talent development plan stipulates the optional course system and the credit system. However, these two provisions have not been effectively implemented, resulting in teachers and students unable to give full play to their own subjective initiative. Rigid rules and regulations of teaching management and outdated concepts of teaching management are not conducive to stimulating the enthusiasm and initiative of teachers and administrators, nor is it conducive to the personality development of college students in the new era, and can not meet the needs of the development of private colleges and universities in the new era.^[14]

4.4. The single evaluation method of teaching management results in unsatisfactory effect in practical application

In the new educational reform, teaching evaluation is regarded as a crucial component, and it has

been established that evaluation has a positive impact on the achievement of quality education goals. It can help colleges and universities to find the deficiencies in teaching management and student management, improve management efficiency, and promote the further improvement of management mode of private colleges and universities. Therefore, private colleges and universities should pay attention to the evaluation work.^[15] At present, there are some difficulties in teaching management and student management in private colleges and universities, especially in teaching evaluation. Although some private colleges and universities have carried on the evaluation of teaching management and student management, but the evaluation method is single, resulting in the practical application of the evaluation effect is not satisfactory. Through the examination of teacher evaluation results, it is of great significance to confirm the achievement of goals and the completion of plans in teaching evaluation. In general, student management evaluations evaluate student performance through quizzes. The current teaching evaluation method has been unable to meet the needs of modern teaching management and student management, can not adapt to the requirements of The Times, and will affect the quality improvement of various work, so private colleges and universities need to actively make changes to ensure better integration of teaching management and student management.^[16]

5. Strategies to improve teaching management in private colleges and universities

5.1. Improve the consciousness of innovation, improve the teaching management system

At present, the construction of teaching management team in private universities needs to attach great importance to innovation, which is an urgent problem. Therefore, the innovation consciousness of teaching management personnel in private colleges and universities should be continuously improved, and innovation should be regarded as an important part of school progress. The continuous innovation consciousness should run through the concept of quality education to all aspects of teaching management, so as to truly improve the level of teaching management. It is very important to improve the teaching level of private colleges and universities, and it is necessary to promote the continuous improvement and innovation of the teaching management system, and scientific and reasonable teaching management system is the key way to ensure the teaching level. According to their own situation, private colleges and universities should establish a perfect teaching management system to meet their specific teaching management needs. In order to strictly implement the management regulations, it is necessary to establish a scientific and perfect management system, including the formulation of teaching syllabi, personnel training plans and the management of students' grades.^[17]

5.2. Improve the teaching management level of private colleges and universities, and build a stable and high-quality teaching management team

Teaching management is a tedious and meticulous work. Dealing with many tasks, teaching management is complicated and cumbersome, and the task is heavy. If you do a good job, no one can see it. If it goes wrong, it's a teaching accident. Teaching management positions are inherently less attractive than full-time teachers. In order to ensure the stability and high level of the teaching management team, it is necessary to proceed from the following aspects: First, in the selection of leading cadres, the first concept should be to ensure that the personnel familiar with the business management of colleges and universities, and select people who know professional knowledge to guide academic research. The important way to cultivate excellent teaching management team is to let expert teachers with rich experience and deep understanding of teaching take the position of teaching management. The second is to improve the salary of teaching management staff. The key factor to stimulate the enthusiasm and enthusiasm of teaching administrators lies in their salary level. According to the principle of value, teaching management responsibilities are a heavy task, as teaching administrators usually need to spend long hours in the office. Therefore, their salary should be no less than or even higher than non-compulsory teaching teachers, in order to attract more high-level talents to engage in teaching management. The third is to do a good job in selecting and employing people. In order to improve the construction of the teaching management team, according to the development needs of the college and the requirements of teaching management positions, it is necessary to recruit a group of young and middle-aged talents with practical experience and theoretical literacy, who are willing to devote themselves to teaching management. The fourth is to strengthen the continuing education of teaching management personnel. Through vocational training and academic promotion, the skills and knowledge level of teaching practitioners are constantly improved, so as to improve the quality and level of the entire teaching management team. Fifth, establish a scientific performance

evaluation mechanism. Timely adjust the positions of those who are not serious in their work, lack of ability or are not interested in teaching management, and at the same time give those serious and responsible teaching managers the opportunity to promote titles, promotion positions, and application for projects, give full play to the flexible employment mechanism of private colleges and universities, and optimize the teaching management team. The "Teaching Management Award" is established to recognize outstanding personnel in teaching management and give them priority in the annual selection of outstanding personnel. Therefore, improving the teaching management level of private colleges and universities may attract more capable talents to join the teaching management field.^[18]

5.3. To achieve high quality teaching effect, improve teaching quality management system

In order to achieve high quality teaching effect, universities have always attached great importance to the quality of management teaching, and a comprehensive and scientific evaluation system must be established. In order to improve the level of effective management and evaluation, higher education institutions need to establish a scientific and standardized teaching quality evaluation system to ensure that the teaching process is more standardized and standardized, and through a perfect evaluation system to achieve this goal. The primary task of routine management is to carry out daily teaching inspection every semester, inspect the examination room and maintain the examination style and discipline.^[19] It is necessary to establish the teacher evaluation and student evaluation mechanism, and formulate the rules of listening to lectures, and establish the two-level teaching inspection and guidance system on campus. Conduct schoolwide class evaluation and teaching evaluation activities, including school leaders, colleagues, teaching supervisors and students, to ensure that school leaders participate in the class throughout the course. In order to improve the efficiency of process management, it is necessary to comprehensively monitor the teaching process of all teachers. In order to ensure a reliable basis for teaching quality, we have improved the management teaching supervision system, including student and teacher symposia into the routine measures of teaching management. By obtaining timely information on the teaching field, we can promote improved teaching management.^[20] We need to further discuss how to deal with teaching accidents and disciplinary violations to reach a final consensus. Teachers can participate in various competitions and selection activities to motivate themselves to be more enthusiastic in teaching work, such as teaching competition, young teachers teaching competition, quality course selection, etc., so that they can deeply understand the mission and responsibility of teaching, pay attention to teachers' ethics, and improve teachers' service awareness.^[21]

5.4. Teaching management methods should be able to keep pace with The Times

One of the key components of the teaching reform in the new era of private colleges and universities is to use digital technology to improve the teaching management mode to help realize the design, arrangement, coordination and management of the teaching process. Private colleges and universities provide a platform for faculty and students to promote their studies and progress, promote the development of university teaching management information, and provide opportunities for individual development. Teachers and students can easily obtain teaching information by using various information tools, thus improving communication efficiency.^[22] To enhance teaching quality, foster resource sharing among middle school teaching management personnel, and advance the construction of campus informatization, we utilize digital technology to support the development of teaching methods, materials, and course resources. Additionally, we aim to enhance teachers' proficiency and capability in utilizing digital technology for teaching through targeted training. Private colleges and universities should keep up with the trend of The Times and use digital technology to accelerate the modernization of teaching management means. Enhance the application of modern information technology in the field of education, encompassing multimedia devices, smart classrooms, campus network construction, and teaching systems, while fully leveraging high-quality teaching resources available on various online platforms. The intelligent campus platform is used to modernize the teaching management. The overall management covers the management of students' registration fees, teachers' teaching and evaluation, students' course selection and scheduling, learning records and exam results, and students' personal information. Through modern information technology management platforms, such as smart campus, teaching system, student work system and smart campus office automation system, all departments and secondary colleges use the Internet connection to work online, so as to improve the level and efficiency of education and teaching management services and innovate the teaching management mode of private colleges and universities.^[23]

6. Conclusions

The training of teaching management team is very important in the training of talent team in private colleges and universities. Therefore, private colleges and universities should pay attention to the training of teaching management team, and constantly improve the management level to promote the effective operation of school affairs. The training quality of teaching management team directly affects the teaching level of private colleges and universities. In order to promote the training of teaching management team in private colleges and universities, teaching management personnel need to keep up with the pace of the development of The Times, constantly innovate, improve their cognitive level, deeply study the problems faced, strengthen team cooperation and increase investment. Improve the consciousness of innovation, perfect the teaching management system; In order to enhance the stability of teaching management team, it is necessary to establish a perfect reward mechanism. In order to actively promote the healthy and stable development of private higher education institutions, it is necessary to strengthen the training and teaching work and improve the professional level of teaching management personnel, so as to succeed in today's highly competitive education field. The improvement of private university education cannot be separated from the strong support of teaching management team. Only by strengthening and training the teaching management team, private colleges and universities can more effectively meet the development needs of students and society, improve the overall level of education, and achieve long-term sustainable development.

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