

Role of Management Information System in Colleges- A Conceptual Study.

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Date of Submission: 01-07-2020

Date of Acceptance: 16-07-2020

ABSTRACT: The Management Information systems are used in business applications for a long time and are considered as giving best results to the business functions in terms of generating good information reports help in decision making and also manage the business in best possible way. Education sector is also most important sector for any country in which the youth of the country shapes their academic career . The use of advanced technology is very much required in this sector also. The College Management system are available but information system need to be used to foster the good results in the academic. This paper highlights the concepts of Management of Information system for various college activities and functions also it suggests benefits and problems to overcome.

KEYWORDS: Management , Information , Hardware, Software, Network, Skills, College, Stakeholders.

I. INTRODUCTION

Management includes the activities of setting the strategy of an organization and coordinating the efforts of its employees (or of volunteers) to accomplish its objectives through the application of available resources, such as financial, natural, technological, and human resources.

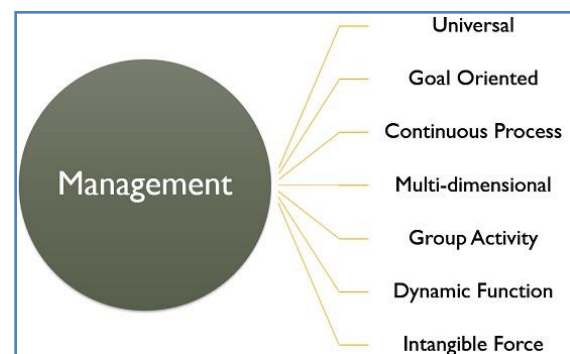


Fig-1 Management Concept Source :-

<https://www.google.com/search?q=management+concept.jpg>

An information system is a formal, socio technical, organizational system designed to collect, process, store, and distribute information. In a socio technical perspective, information systems are composed by four components: task, people, structure (or roles), and technology.

A computer information system is a system composed of people and computers that processes or interprets information. The term is also sometimes used to simply refer to a computer system with software installed.

Information Systems is an academic study of systems with a specific reference to information and the complementary networks of hardware and software that people and organizations use to collect, filter, process, create and also distribute data. A

A management information system (MIS) is a computer **system** consisting of hardware and software that serves as the backbone of an organization's operations. An MIS gathers data from multiple online systems, analyses the information, and reports data to aid in management decision-making.

II. CHARACTERISTICS OF MIS

Following are the characteristics of good MIS.

Completeness:-

The information should include all the elements required to take decision, i.e. it should be complete. It should show the alternatives in decision making.

2. Clarity and conciseness:

The collected information should be perfect and concise.

3. Consistency:

The information collected by different persons should be consistent with each other.

4. Predictive ability:

MIS must give prediction of any difficult event before its occurrence.

5. Relevant:

Only necessary information should be started, and unnecessary information should be removed to avoid any confusion.

6. Timeliness:

All the current information should be available to the management.

7. Simple:

MIS should be simple and easy to understand.

8. Effectiveness:

MIS should be such that important decisions can be taken on time effectively.

9. It should be possible to present the data collected at lower level to higher level.

III. STRUCTURE OF MIS

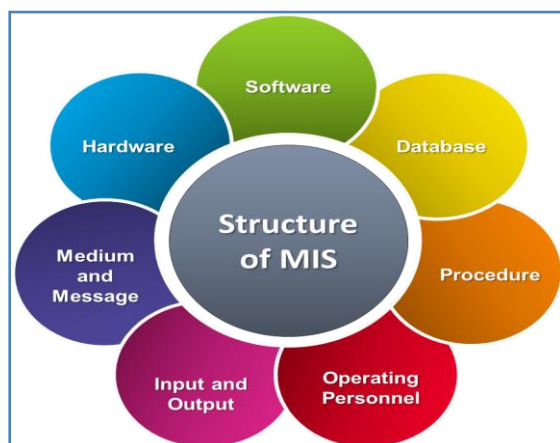


Fig – 2 Source :-

<https://www.google.com/search?q=management+ip>

Above shows the basic structure of MIS with where stages in it which involves Input and output Operating Personnel, Procedure, Database, Software, hardware Medium and message.

IV. APPLICATIONS OF MIS:

Following are the applications of MIS explained in brief.

1. To carry out market survey to collect the information about competitors so that decision regarding product quality, quantity and sale can be easily taken.
2. To acquire knowledge about new processes and technology.
3. Forecasting of business activities
4. For inventory management.
5. For long term planning.
6. For scheduling of problem.
7. To search new opportunities.
8. For reservation system in airlines.
9. For appropriation of financial resources.
10. For controlling daily activities.

V. EDUCATION CONCEPT IN BRIEF

Education is the process of facilitating learning, or the acquisition of knowledge, skills, values, beliefs, and habits. Educational methods include teaching, training, storytelling, discussion and directed research. Education frequently takes place under the guidance of educators, however learners can also educate themselves. Education can take place in formal or informal settings and any experience that has a formative effect on the way one thinks, feels, or acts may be considered educational. The methodology of teaching is called pedagogy.

VI. MANAGEMENT INFORMATION SYSTEM FOR COLLEGES

College Management Information System (CMIS) is specially designed to monitor the performance of education programs offered by the institute and to manage the distribution and allocation of educational resources. Of course, in the field of education, CMIS has specific roles to help an educational institution grow.

VII. FUNCTIONS OF COLLEGE MIS

College Management Information System, (CMIS) developed is integrated technology framework that automates the entire end-to-end management of education and its related information. It is a repository for data collection, processing, analysing and reporting of educational information including schools, students, teachers

and staff. The intention is to provide administrators and teachers with the information required for informed planning, policy-making, and evaluation. It can change the school management in the areas of leadership, decision making, workload, human resource management, communication, responsibility, and planning. It shall also empower the local communities to get involved in their children's education.

The College MIS is very useful in planning the various college activities and implementing them in systematic way. This system will play important role in improving the quality of education in the colleges.

BENEFITS OF COLLEGE MANAGEMENT INFORMATION SYSTEM

- Strong database of students and Staff.
- Management through latest technologies.
- Multiuser and fully secure system.
- Helps in reducing the tasks and work.
- Time and Money saving System

PROBLEMS IN CMIS

Following are the problems in implementing the college management information system and they are to be avoided to get maximum benefit

- 1) Top management support
- 2) Availability of Infrastructure
- 3) Availability of Financial Support
- 4) Software Development Staff
- 5) Operational and technological knowledge of the staff
- 6) Students support and awareness
- 7) Internet and other hardware support

All the above problems can be overcome by proper planning and making the all the personnel involved motivated to design and develop the system for the proper use of the colleges functions at all the levels and it will be beneficial to all the stakeholders of the education system investment in terms of hardware and software will be onetime and the results will be used for longer time in the future. Staff and Students can be trained for using this system. The support from top management will be given if you convince them the financial benefits and time of service reduction in students service from admission to getting degree.

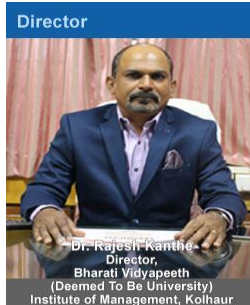
VIII. CONCLUSION

The College Information System will play an important role in near future and it will be the basic requirement of the colleges of next generation. All the stakeholders of the educational system will be benefited by such system in long term. Management of the Colleges have to support and motivate the staff and students to use and prepare such systems

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**International Journal of Advances in
Engineering and Management**

ISSN: 2395-5252



IJAEM

Volume: 02

Issue: 01

DOI: 10.35629/5252

www.ijaem.net

Email id: ijaem.paper@gmail.com