

Education Recruitment System In The University Of Muhammadiyah Makassar

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Abstract: This study aims to describe how the recruitment system of educators at Muhammadiyah University of Makassar. This research type is qualitative research with descriptive qualitative approach. The primary data source is educators obtained through interviews of leaders at the Muhammadiyah University of Makassar. The results showed that the recruitment of new lecturers through the objective information showed that: from 10 components of the statement evaluated, there are 8 components of high categorization and 2 component statements showing moderate category that is the placement of lecturers tailored to the needs and formations available in each faculty or program study (2.81%) and lecturers graduated / accepted all follow the test stages determined by the committee (2.9%).

Keywords: system, recruitment, educator

1. INTRODUCTION

Lecturers are one of the essential components in the higher education system in Indonesia. The role, duties, and responsibilities of lecturers are very important in realizing the goals of national education, which is the intellectual life of the nation, and improving the quality of Indonesian human resources. The quality of human resources in question is covering the quality of faith / piety, noble character, mastery of science, technology, and art, in order to realize the people of Indonesia is advanced, fair, prosperous, and civilized. To run the function, role, and position of a very strategic, certainly required a competent and professional lecturer in carrying out its duties as mandated by Law No. 14 of 2005 on Teachers and Lecturers. That "Lecturers are declared as professional educators and scientists with the primary task of transforming, developing, and disseminating science, technology and the arts through education, research, and community service." While professional terms are expressed as work or activities undertaken by a person and a source of livelihood that requires expertise, skills or skills that meet certain standards of quality or norms and requires professional education. Lecturers are educators who have a role as a determinant of the success of college goals in addition to other educational personnel, because the lecturers who directly intersect with learners, to provide guidance that his estuary will produce graduates as expected.

The implementation of the quality assurance of education is primarily in the educational unit / program. Organizers of educational units / programs shall provide and provide assistance and compliance with the standards. District / municipality governments, provincial governments, and governments also have responsibility for supervision, monitoring, evaluation, facilitation, advice, direction, and / or guidance to educational units / programs. (Nanang Fattah, 2012).

Improving the quality of education can be realized well when the process runs continuously and sustainably. The process of improving the quality of education gradually becomes a necessity following the improvement of quality better than ever. High demands on the quality and qualifications of university graduate specs from its users put pressure on higher education providers and determinants of the quality specifications of college graduates.

In an effort to evaluate the program of implementation of quality assurance activities there are various aspects involved in it include: input aspects (Antecedents), processes (transactions) and outcomes that can be well observed. In the input, the implementation of the program, some problems that can be identified are: (1) Lecturers, educational success is determined by the recruitment process of educators. It is therefore necessary to see how the educational background of productive lecturers (academic qualifications), whether the educational background is in accordance with the field being taught, how the teaching experience and how the on-the-job training experience has been followed so that it can improve the teaching ability.

Recruitment is the search effort or withdrawal of labor for an organization / institution to fill vacancies available. This activity begins with the installation of an announcement of the need for labor, selected until the workforce is placed in a predetermined position. For both government and private organizations or educational institutions, when needed a large number of labor and little will do these activities. This activity aims to find a qualified workforce and is usually tailored to the educational qualifications or field of knowledge held (Simamora, 2004).

As a preliminary process in recruitment, what needs to be considered is the planning process. This plan aims to identify how much human resources will be received from the incoming applications, selected to final considerations (Berman, B. and Evans, J.R. 2010). When the process has been done, then the next stage is the organization will perform labor recruitment. For recruitment information to be known to job seekers, the next is to post announcements through the existing media. The media is either print media or electronic media or through others who know of any information about recruitment. It means that information on recruitment can be known by all prospective workers. Similarly, in educational organizations, in this case the institution of Higher Education. As an institution of higher education, universities are required to meet the availability of qualified lecturers who have been determined education and have the competence of the field of science in order to support the success of the institution now and in the future.

The success of higher education institution in carrying out its vision and mission is determined by the improvement of the work quality of higher education institution, and one of them is the existence of educative staff (lecturer) (guidance of development plan of university lecturer). As a lecturer is required to have knowledge and extensive insight and have expertise in their field so that the science provided can be perceived benefits by the community. In clause 6.1, IWA 2: 2007- ISO 9001: 2000, Head of Higher Education, is obliged to manage the human resources needed to implement the quality management system in order to be effective and efficient to achieve the stated objectives. Leadership of Higher Education is responsible for its management, because the lecturer has a very strategic role as the main support in improving the quality of education.

Ability to manage Human Resource Management for Higher Education, one of them is to prepare and provide lecturers as faculty with educational qualifications that have been determined and have the same science field. In addition to the educational qualifications that have been determined and the competence of the field of science, lecturers must act as a mentor, have a good ethics and as an educator who should exemplify the environment of higher education organizations and community environment. This is because the existence and the role of lecturers is an effort to deliver students / students into people who can practice science both in the community environment and workplace organization environment. But to get a lecturer who has the qualifications of education and competence in the field of science is not easy. In view of Law No.14 of 2005 on Teachers and Lecturers, lecturers must be educated at least graduates of master programs (S-2) who teach on diploma and undergraduate programs, as well as doctoral programs (S-3) teaching in master programs. Another problem that arises is if the needs of lecturers who teach adapted to the competence of the field of science, it is increasingly difficult for higher education institutions to meet it. Based on the problem then it is necessary to do research to know the recruitment system of educator at Muhammadiyah University of Makassar.

2. RESEARCH METHODS

A. Type of Research

This research is a descriptive research using qualitative approach. Qualitative method is intended to obtain a relatively in-depth understanding and interpretation of the meaning of the existing phenomenon in the field. According to Bogdan and Taylor Qualitative research is as a research procedure that produces descriptive data in the form of written or oral words of people and behavior that can be observed. (Moleong, 2000).

B. Location and Time of Study

Research sites

The location of this research is Muhammadiyah University of Makassar located at Jalan Sultan Aiauddin No. 259 Makassar City.

C. Data Source

Given this research is classified field research, then the required data not only comes from the field, but also required the written data (library research) to support data obtained from the field. Thus, the data sources from this study are:

1. Primary data is data obtained directly from information relating to the subject matter studied. Primary data source of this research comes from field data obtained through interviews of leaders, lecturers, and management of quality assurance. Through this data source, researchers searched for and searched real data in the field. The intended is the evaluation of the implementation of quality assurance program in Muhammadiyah University Makassar. In the implementation, the authors conduct direct interviews with the parties who are considered to be the competent and know the problems being studied.

2. Secondary data is data supporting primary data. Secondary data sources are obtained through the review of documents, books, magazines, and other references deemed relevant. Through this source, the researcher searches and traces the materials that are related to the subject matter covered which includes the implementation of the recruitment of educators at Muhammadiyah University of Makassar, whether in the form of books, documents and other information from various written media covering the implementation of the guarantee quality at Muhammadiyah University Makassar.

D. Data Collection Method

This study uses open standard interview, which uses a set of standard questions, sequence questions, and how to present it to each informant. Standard open interviews were conducted with Informants Leadership of Universities, Study program, Chairman UPM University, and Head of Sub-directorate HR.

3. RESULT AND DISCUSSION

Recruitment of Teachers (Lecturers)

Human resources of lecturers have a vital position in shaping the quality image of graduates as well as the quality of institutions in general. The position is reinforced by the fact that lecturers have authority in the academic process and are even higher than similar professions in educational institutions underneath. Development seems to be a real need for efforts to improve HR performance through a systematic process of development concepts, then productivity can be expected. Lecturers become important parameters in the institutional control process of universities. Thus, thinking about efforts to improve the quality of lecturers should be an obsession of college managers.

Selection Process Of Lecturers

Lecturers recruitment / selection system is the process of recruiting new lecturers to meet the balance of the ratio between lecturers and students. Recruitment of lecturers is done by recruitment team consisting of elements of leadership, head of study program and lecturer board.

The Human Resource (HR) recruitment system in Muhammadiyah University Makassar follows the hiring mechanism established under the Standard Operating System (SOP). To get qualified human resources to support Muhammadiyah University Makassar Vision, Mission and Purpose. Recruitment activities or appointment of new lecturers based on the Statute of Muhammadiyah University of Makassar:

- Based on the urgency of the needs, financial, and prospects of the study program.

- Procedures, mechanisms, and procedures for lecturer recruitment shall be stipulated by joint Rector and BPH decisions.
- Prospective lecturer who passed the selection is appointed as a lecturer of the contract of association and with certain consideration may be renewed his contract or stipulated as a permanent lecturer of the association.
- Professors or personnel with special / special skills who have been returned to duty / not bound by other agencies may be considered to be appointed as non-permanent lecturers (emeritus). (Statute of Muhammadiyah University of Makassar, 2016).

The acceptance of new lecturers is not only based on the Statute of Muhammadiyah University of Makassar but also the reference is the Academic Document of Muhammadiyah University of Makassar, which concerns Human Resources, namely:

Holding lecturers' acceptance gradually and openly based on the need by considering the highest quality, degree, academic, competence, Islamic value, and kemuhammadiyahan. (Academic Document University of Muhammadiyah Makassar, 2010).

The stages in determining the needs of lecturers, namely:

- Leaders (Rector, Vice Rector I, Director of SDK, Director of AKSL Head of Sub-directorate SDM) and HR staff hold a meeting to determine lecturers' needs.
- Lecturer's needs are determined based on the needs of the study program who need and are adjusted based on the required expertise specifications by designating efficiency and effectiveness.
- Head of Sub Directorate of Human Resources announces through the Website and Electronic Media and Print Media (newspaper) the acceptance of lecturers broadly will the needs of lecturers based on the required expertise specifications.
- Head of Human Resources and HR staff collect and accept applicants according to the required classification of the study program.

The acceptance of new lecturers in 2017 is technically regulated in the Employment Regulation No 124 of 1416 H / 1995 AD and Regulation of Personnel No. 124 Year 1427 H / 2007 M, (3) Employment Regulation No. 05 Year 1434 H / 2013 M. Selection of new lecturers based on the Decree of the Rector of Muhammadiyah University of Makassar number 140 Year 1438 H / 2017 M about the selection committee of acceptance of lecturer candidates of Muhammadiyah University Makassar. (Muhammadiyah University Rector's Decree Makassar, No. 140 Year 1438 H / 2017 M). Referring to the decisions, the committee appointed to make job descriptions and work mechanism of the implementation of new lecturers acceptance.

The stages of the process in selecting lecturers, namely:

1. Sub Directorate of Human Resources stipulates the selection of lecturer acceptance committee approved by the Rector.
2. Rector, Vice Rector I, Vice Rector II, and Sub Directorate of Human Resources conduct selection of lecturer applicant files.
3. Rector, Vice Rector I, Vice Rector II, and Head of Sub Division of Human Resources to select the completeness of the applicant lecturer in accordance with the requirements.
4. Lecturer receiving committee issued test card of lecturer acceptance selection that has fulfilled the requirements in accordance with the rules of Muhammadiyah University,Makassar.
5. The lecturer's committee prepares the official report of the acceptance of lecturers for the taking of test cards.
6. The lecturer's admissions committee shall determine the participants who pass the file to follow the acceptance of the lecturer who has been approved by the Rector.
7. The lecturer committee announces to pass the file or qualify through the website of Muhammadiyah University,Makassar (www.Muhammadiyah University .ac.id).
8. The lecturer's committee prepares:
 - a. News events and IT absences.
 - b. Event news and absent Microteaching.
 - c. News of the event and absent Interview.
 - d. Letter of assignment of TPA companion.
 - e. Letter of assignment of Microteaching testers.
 - f. Interviewer assignment Letter.
 - g. Taking the test card
10. The admissions committee invites applicants who have met the minimum standard requirements to follow the selection process on schedule determined via phone and SMS broadcast.

11. The admissions committee prepares the administration of lecturer acceptance selection.
12. The acceptance of the lecturers makes a fair selection process, based on the required expertise criteria, the applicant's individual ability, the applicant's ethics and professionalism.
13. Other provisions of the selection process shall be stipulated by the Rector, Vice Rector I and Vice Rector II.
14. The result of the selection process of the applicant is determined on the highest value of the predefined criteria submitted to the Rector as the applicant candidate received.
15. The lecturer's admissions committee shall determine the participants who graduated or accepted as a lecturer of Company of Muhammadiyah University of Makassar which has been approved by the Rector, Vice Rector I and Vice Rector II.
16. The admissions committee announces the lecturers graduated or received through the website of Muhammadiyah University of Makassar ([www.Muhammadiyah University .ac.id](http://www.Muhammadiyah University.ac.id)) and electronic media (newspaper). (Manual Selection System Procedure Admission Lecturer Company Human Resources (HR) Muhammadiyah University Makassar, 2016).

The minimum requirements of applicant lecturers who need to be met, namely :

1. Indonesian citizen (WNI)
2. Moslems
3. Have knowledge and ability of Al Islam and muhammadiyah.
4. Aged:
 - a. Maximum 35 (Thirty Five) Years on 01 June 2016 for applicants with S2 and S2 Education qualifications
 - b. Maximum 50 (Fifty) Years on 01 June 2016 for applicants with S3 Education qualification
5. Healthy Physical, Spiritual and Drug Free.
6. Not located as a permanent lecturer at other universities
7. For Civil Servants / other permanent employees, obtain permission from their respective Institutions.

Other provisions stipulated by the Rector and Vice Rector I. (Manual Selection System Procedure Admission Lecturer Company Human Resources (HR) Muhammadiyah University Makassar, Year 2016.)

After the lecturer's admission schedule is closed / closed, the next step is to select the file for new lecturer candidates as a requirement of the completion of the file and ready to follow the next selection that has been determined by the selection team. Based on the objective data of the Muhammadiyah University Statute of Makassar, academic documents, and personnel regulation of Muhammadiyah University Makassar on the acceptance of new lecturers, it can be described the stages of the acceptance of new lecturers based on the results of the following interviews.

Identification of new lecturer candidates using the selection stages as revealed by Head of Human Resources Sub Unit of Muhammadiyah University Makassar, that:

Administrative requirements are the first step for file selection for new lecturer candidates conducted by a selection team at the University level. Education qualification is the main requirement in the recruitment of lecturers. Lecturer qualifications required Minimum education S2. Prospective lecturer

Who pass the next file will take the competency test in several stages, namely:

- 1) Written test covering general knowledge and insight of Al Islam muhammadiyah,
- 2) IT Capability Test,
- 3) Micro Teaching Practice,
- 4) Interview by Chairman of BPH, WR I, II, III and IV

The ability to read the Qur'an. (H. Rusdi, Head of Muhammadiyah University Human Resource Makassar, Interview, on Monday, March 8, 2017).

The new faculty acceptance system implies the existence of policies and guidelines so that the stages of implementation are done in a structured and directed which is a prerequisite that has been determined, for example: 1) administrative requirements related to lecturer qualification required Minimum education S2, 2) general knowledge and insight of Al Islam Muhammadiyah, 3) IT Ability Test, 4) Micro Teaching practice, 5) Interview by Head of BPH, WR I, II, III and IV, 6) Ability to read Al Qur'an.

In addition to the selection committee of recipients of candidates of lecturers of company formed, then formed next is the selection test team of reading al-quran, the team of reader selection of recitations of the Qur'an, TPA examination supervisors, technology information tester team, microteaching penguins team, and interview selection team. (Document Manual Procedure of Lecturers Receipt System Company Human Resources, Muhammadiyah University Makassar, 2017.)

The number of new lecturer applicants in 2017 who pass the file to follow the tests that have been determined by the selection team, namely: 438 people (Document Minutes of Acceptance of candidate lecturers

unity cooperation Muhammadiyah University Makassar, August 16, 2017) and then follow the test stages that have been prepared by the selection team.

The lattice of interview material of new lecturer candidates are:

1. National Awareness and Commitment to Company Muhammadiyah, and especially Muhammadiyah University of Makassar (By Chairman of BPH)
2. Scientific and Higher Education (by the Rector)
3. Academic Ability / Thridarma Fields of Higher Education (by Vice Rector 1)
4. Field of Resources and Finance (by Vice Rector II)
5. Insights on the development of student affairs (by the Vice Rector III)
6. Insights / Understanding Al-Islam and Kemuhammadiyan. (H. Rusdi, Head of Muhammadiyah University Human Resource Makassar, Interview, on Monday, March 8, 2017)

After the stages of the test followed by the prospective lecturers then the next step is to wait for the results of the announcement of the University based on the results of the selection of stages-resistant tests that have been followed by prospective new lecturers. Lecturers who passed the selection are required to sign a work statement containing the ability to comply with the rules of Muhammadiyah University of Makassar.

The acceptance of new lecturers is based on the needs and regulations at the Muhammadiyah University of Makassar. The following excerpts of interviews with Vice Rector I Muhammadiyah University Makassar:

The system of recruitment and selection of lecturers is tailored to the needs of Muhammadiyah University of Makassar, and embraces transparency and accountability through the website www.Muhammadiyah University.ac.id, print media, and social media. Recruitment is done based on need, which is related to the programs that are and will be implemented and the projection of the number of students in the next few years. (Rahim Nanda, Vice Rector 1, Muhammadiyah University Makassar, Interview, on Monday, March 20, 2017).

After the determination of the new lecturer graduation is the most important thing done by the university is the placement of lecturers according to the qualifications of science owned and based on the needs of the faculty / study program. As expressed by Vice Rector I Muhammadiyah University Makassar that:

Placement of lecturers tailored to the needs and formations available in each faculty or study program. Placement is the assignment of a lecturer on a new job. Considerations that can be used as the basis of placement is the readiness of lecturers both in terms of adaptability and readiness in terms of new jobs to be occupied. In addition, the readiness of the units that will receive lecturers tailored to the needs. Proper placement is a way to optimize skills, skills to work performance. This is part of the lecturer development process (employer development). Thus, in its implementation pay attention to the principle of efficiency (suitability between the skill required with the lecturer). (Rahim Nanda, Interview, 2017).

The acceptance of new lecturers in addition to observing the stages mentioned above, also carried out by considering the needs of each course and the ratio of students. The number of candidates who passed the lecturer after following the stages of selection above, which is 140 people. (Rector's Decree No. 1009 / II.3.AU / 2017 About Announcement of Lecturer Selection Result Company Muhammadiyah University Makassar Year 2017).

Observation Of Recruitment Of Teachers (New Lecturers)

Based on the criteria and technical acceptance of lecturers whose data sources are through documents and interviews from the informants, then the observation instrument is also prepared with checklists to facilitate the retrieval of data. The choice of reply checklist using scale four that is: 1 = Not satisfied (TP), 2 = Dissatisfied (KP), 3 = Satisfied (P), and 4 = Very Satisfied (SP).

The result of evaluation from 32 Head of Study Program related to recruitment of educator (lecturer) is observed by using observation instrument. The results of observation answers can be seen in the table scores as follows:

**Table 1. Tabulation Score Observation Results Recruitment of Educators
(New Lecturer Candidate)**

No	Objective Standards	Rating				amount Respondents	Number Value	Average Value	Category
		1	2	3	4				
1	Acceptance of new lecturers candidates is published publicly	0	5	5	22	32	113	3.53	T

	through internet print media, and social media							
2	Lecturers' acceptance is done transparently and accountably	0	6	10	16	32	106	3.31
3	Placement of lecturers tailored to the needs and formations available in each faculty or study program	2	7	18	5	32	90	2.81
4	Lecturers who are graduated / accepted qualify as a benchmark	3	9	8	12	32	93	2.9
5	Requirements for graduation of prospective lecturers follow written test covering general knowledge and insight of Al Islam Muhammadiyah	0	0	5	27	32	123	3.84
6	Requirements of graduation of prospective lecturers follow IT skills test	0	6	17	9	32	99	3.09
7	Requirement of graduation of lecturer candidates follow <i>Micro Teaching</i> Practice	0	3	8	21	32	114	3.56
8	Requirements of graduation of prospective lecturer through interview by Chairman of BPH, WR I, WR II, WR III and WR IV	0	0	16	16	32	112	3.5
9	Terms of graduation of prospective lecturers based on the ability to read the Qur'an	0	0	14	18	32	114	3.56
10	Graduation of prospective lecturers based on the highest scoring achievement (rank order score)	0	0	7	26	32	125	3.9
	amount	6	36	108	172		1089	3.4

Description T = Height (3.01-4), M = Moderate (2.01-3) , and R = Low (1-2)

The result of data analysis of observation instrument from the above table about recruitment of new lecturers receipt shows with high categorized achievement or is on average 3.4% from 32 respondent's answer with objective standard to be achieved . However, from the 10 components of the statement relating to the recruitment of new lecturers there are 2 statements showing moderate category of lecturer placement tailored to the needs and formations available in each faculty or study program (2.81%) and Lecturers graduated / accepted qualify as the benchmark (2.9%).

4. CONCLUSION

The recruitment of new lecturers through objective information indicates that: from 10 components of the statement evaluated, there are 8 components of high category categorization and 2 component statements showing moderate category that is the placement of lecturers tailored to the needs and formations available in each faculty or study program (2.81%) and lecturers graduated / accepted all follow the test stages determined by the committee (2.9%). Nevertheless, from the objective standard determined, it shows high achievement categorized or is on average 3.4% from 32 respondent's answer.

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