

THE ROLE OF MANAGEMENT INFORMATION SYSTEMS IN DECISION MAKING OF THE PRINCIPAL IN SMA NEGERI 14 BEKASI CITY

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Abstracts

The purpose of this study is to explain the role of management information systems for school principals in decision making at SMA Negeri 14 Bekasi. The main problem in this thesis is how the role of the management information system in SMA Negeri 14 Bekasi City is. The focus of the problem in this study is how the components of management information systems and how the role of information systems in decision making in SMA Negeri 14 Bekasi City. The research method that the author uses in conducting this research is descriptive qualitative analysis where the author describes and analyzes the data obtained in the field. Data collection techniques were carried out through interviews, observations, and document studies. From the research conducted, the authors get the results that the education management information system for school principals in decision making has played a role. It can be observed that the principal in making decisions uses data and information obtained from the management information system at SMA Negeri 14 Bekasi City.

Keyword:

The Role of Management Information Systems, Decision Making, Principals.

Introduction

School is an educational institution that has various activities related to the implementation of education. There are various kinds of activities that reflect the implementation of education ranging from those that are management and administrative to those that are technical in learning.

As with institutions in general, the school divides these activities into certain sections or units where there are roles for the office holders in the School as parties who carry out these activities according to their respective positions. Starting from teachers, administrative staff, school principals and existing staff who have a stake in every activity at the school;

These activities continuously build the school into an organization that can properly realize its vision and mission. Of all the activities in the school there are activities that are the key to achieving the success of the School, these activities are decision making. Decision making is a very important activity among other activities because there is a manager's role as a leader in a school.

Decision making allows each leader to know what steps should be taken in the future regarding the achievement of school goals. Leaders in a school will play a role in accordance with what decisions are to be taken so that there will be good management effectiveness for the implications of making these decisions.

The principal is a position that has authority in making decisions and is in the top position in an organization. One of the government regulations that describes school principals is Permendiknas No. 19 of 2007 concerning Education Management Standards which explains that "Every school/madrasah is led by a school/madrasah principal".

The principal as a manager is a position that has authority in making decisions and is in the top position in an organization. In addition, a manager is also authorized for activities related to making final decisions. That is, the decision is the final activity before being implemented into policies or programs. Therefore, the principal who plays a role in decision making is the school manager. Making decisions can help the school stay a dynamic educational organization even when problems and threats come from inside and outside the school. Even though they have to go through a lot of trouble to reach their goals, schools become more flexible.

In a legal situation, making a decision means choosing one option from several that can be used to solve a problem. Figuring out which of several options is the best is called decision making. This process is done in a planned way so that problems can be solved. Decision making is the process of selecting an alternative method of action that is most effective given the circumstances. In this context, decision making is a combination of divergent and convergent thought processes. Therefore, the definition of the term "decision making" is the selection of a course of action from a number of alternatives that require efficient methods or procedures. The decision-making process is a set of steps that a person goes through to solve a problem and then figure out which of several options is the most logical and fits with the structure of the organization. In this sense, the decision-making process is the act of picking between possible courses of action and carrying out the choice made by the head schools to solve problems based on the idea that the choices made are the best ones given the circumstances. In his argument, Soetopo says that decisions are not made randomly and by chance, but through a logical process. The main point of this explanation is that decision-making is a methodical process that includes understanding the problems, gathering facts and data related to those problems, using those facts and data to analyze the problems, looking for different solutions, analyzing each solution to find the most logical one, and then judging the outcomes of the decisions made. The decision-making process must be seen as something that is contextual in nature.

The behavior and way of the leader in the pattern of decision making greatly influences the behavior and attitude of his followers. This will determine the performance of the organization to achieve its goals. So decision making plays an important role in solving a problem to achieve goals. The consequence of the main task of leading is that most of the time of each leader must be used to make decisions, it can be said that the success or failure of a person in carrying out his role as a leader will depend very much not on his skills in carrying out operational activities but is judged especially on his ability to make decisions. The process of making decisions represents an effort on the part of the administrator to use logic and reason in order to accomplish the objectives that were outlined at the outset of the planning function. The act of consideration comes both at the beginning and the end of the process. It requires imagination, as well as skills in quantitative analysis and experience. The following is an outline of the process steps: 1) identifying the issue, 2) conducting a thorough assessment of

the present circumstance, 3) formulating a number of potential solutions, 4) evaluating those solutions, and 5) deciding which solution is the most viable option.

In the context of this research, principal decision-making refers to the process of selecting, from among a number of available options, the most appropriate one to be implemented (or used) as a means of resolving issues that arise within a school on the basis of factors that are specific to the given circumstance. Choosing the best alternative, deciding what actions to take, and finding solutions to school-related issues are the three most important things that become indicators of the principal's decision making. When it comes to making decisions, the principal needs to have courage because courage is a high level of confidence in the face of risk and challenge. In order to effectively address issues, a school principal needs to have self-assurance.

The principal is responsible for ensuring that issues can be resolved in a timely and appropriate manner. A good decision is one that has been chosen from the many different options that are available after those options have been thoroughly evaluated. Because the school principal is the controller and decision-maker in terms of achieving the vision, mission, and goals of the school, the school principal is largely responsible for determining whether or not the activities at the school will be a failure or a success. Therefore, there are a few different approaches that school principals can take in order to improve their capabilities in the area of decision-making. These include developing a more creative attitude that is full of initiative for better development, maintaining balance and emotional stability, and increasing courage in decision making and taking responsibility for one's actions. Before a decision can be made, there are several things that a principal of a school must ensure have been met as prerequisite stages.

These include the following: (a) There is an effort made to achieve goals that cannot be achieved except by taking positive action; (b) There is a clear understanding of alternative directions, which goals can be obtained in existing circumstances and limits; (c) There is information as well as the ability to analyze and evaluate alternative courses of action; (d) There is a clear understanding of which goals can be obtained in existing circumstances and limits; (e) There is a clear understanding of which goals cannot be obtained (d) There is a desire to achieve the best solution by selecting the alternative that will satisfy that desire the most in order to accomplish this goal.

The stages of the decision-making process referred to in this study are the stages that must be passed or used to make decisions at Cokroaminoto Salongo Middle School through several stages which the researchers abbreviate as "6P" namely: 1) the identification of the problem, 2) the establishment of the criteria for its resolution, 3) the formulation of potential alternative solutions to the problem, and 4) the assessment of potential alternative solutions to the problem. 5) the selection of the most advantageous alternate, 6) The decision-making process or the implementation of the alternative that was selected. 1. The stages of the problem formulation process in decision making need to be carried out by the school principal to identify the problem and gather information from various related sources. 2. The stages of determining problem-solving criteria in making decisions need to be passed by the school principal in terms of receiving/giving criticism or determining suggestions and opinions, considering the resources they have, determining problem-solving criteria based on relevant facts and data.

The stages of determining the decision or implementing the selected alternative need to be carried out by the school principal for decision making and its implementation as well as for the purposes of evaluating the impact of the decisions that have been made. As a result, because making a decision marks the beginning of taking a risk, it is not an activity that is simple to undertake. Every choice comes with an associated danger that must be confronted at some point in the future, most notably by the individual who is in charge of making the choice, in this case the principal of the school. Therefore, one can say that decision-making can be successful if

the process of decision-making already implies the presence of the following conditions or indicators. There are a number of field representatives who take care of the fields in the school. Representatives of this field act as intermediaries between the school principal and the people under him who are directly involved with the school programs he runs. The activities of decision-making become a solution for schools to maintain their existence as an organization when they are presented with circumstances that lead to failure. This is the case when schools are sometimes faced with situations that lead to failure.

A manager needs information in order to make decisions because, with information, problems can be solved in a way that is both effective and efficient in order to meet the requirements that already exist. Information systems that are managed properly can be an asset for schools that implement them. The principal as a manager can utilize information systems in managing the organization to achieve the goals and vision and mission set. especially in making decisions because in Decision making requires an information system that supports decision making Regulation of the Minister of National Education Number 19 of 2007 regulates education management standards, the regulation explains that in education management there is information management in the form of a management information system that: 1. Schools/ Madrasas: a. Managing an adequate management information system to support effective, efficient and accountable education administration; b. Providing efficient, effective and easily accessible information facilities; c. Assign a teacher or education staff to serve requests for information as well as provide information or complaints from the public regarding school/madrasah management both verbally and in writing and everything is recorded and documented; d. Reporting documented school/madrasah information data to the District/City Education Office. 2. Communication between school/madrasa members in the school/madrasah environment is carried out efficiently and effectively". School as an institution that stands in the midst of society tries to maintain its existence in times of competition in the world of education. The question that arises then is how do schools take advantage of information systems for competitive advantage? Since a school was founded, the education management information system has also been running within it, but its role has not been felt in improving school quality.

There is a trend that has been running for a long time where the parameters used for competitive advantage are the management of physical resources, but now the paradigm has changed along with the development of science that information can be an advantage in competition. Competition is increasingly competitive in this technological age, various educational institutions are competing to build systems that can speed up the progress of the institutions they lead, judging by the level of population growth, even the younger generation is now familiar with the use of technology, the use of information is getting faster both in producing, accessing and disseminating, so that this will change the information age where developing information has reached the level of information value generated, not just that the information exists, information that has low value in the sense that it has no selling value, good predictive power, low accuracy. Then in the end it will result in a bad policy. It is undeniable that information has a high value for the sustainability of an organization. This cannot be separated from the dimensions that are owned by an information generated in a management information system. The information generated by a well-managed system will provide enormous benefits.

Decision making supported by management information systems helps managers achieve educational goals. This information comes from various units or sections in the school such as curriculum, facilities and infrastructure, student affairs, staffing, finance, and so on. Each of these sections implements a management information system in carrying out its duties, the data generated from each of these sections is then collected and processed into information that can describe the conditions and circumstances that occur. Thus the principal can know the position of the organization is in a state that has the opportunity to progress or is experiencing setbacks.

The principal can determine what steps must be taken to advance an educational organization. Quality schools can be seen from the vision and mission carried out in supporting the implementation of educational activities. This is an implication that schools can get from implementing a good education management information system, especially for leaders in making the right decisions and can be implemented as a policy to achieve educational goals.

Helmawati explained that one of the important things that can maintain and even develop an educational institution is the proper management of information systems. The perspective and way of life of the people in Indonesia have shifted as a result of developments in scientific knowledge and information technology, and this can be seen in all aspects of their lives, including the educational system. A school that has an effective information management system will have the ability to exercise appropriate control over its institutional management. The application of information systems within an organization to provide the information that is required by all levels of management constitutes a management information system (MIS), which is also commonly referred to as management information system (management information system). The management of information systems.

Method

A qualitative approach was taken for this study's research methodology. According to Bogdan and Taylor, a qualitative methodology is a research procedure that produces descriptive data in the form of written or spoken words from people and observable behavior. This data can be gathered through interviews or focus groups. This approach considers the individual in a more holistic light by focusing on their history (whole). Therefore, in this instance, it is not appropriate to separate people or organizations into separate variables or hypotheses; rather, it is necessary to consider them as components of a whole. According to Syaodih, qualitative research, also known as qualitative research, is an investigation that aims to describe and analyze phenomena, events, social activities, attitudes, beliefs, perceptions, and thoughts of individuals or groups of people.

This qualitative research focuses specifically more on using the case study method than any other method. Ulfatin is of the opinion that the case study investigation method is carried out in an unaltered environment, and it concentrates attention on an occurrence or activity in a manner that is both intensive and detailed. In addition, the purpose of this research was to gain a comprehensive understanding of the topic that was being investigated; consequently, the nature of this research is more exploratory and descriptive in nature. The case study method is a research strategy that involves the researcher conducting in-depth research on a particular program, event, activity, process, or group of people. Cases are restricted in terms of both time and activity, and researchers collect comprehensive information using a variety of data collection methods that are calibrated to a particular period of time. The researcher decided to conduct their investigation using a case study format because it allows for a more in-depth and comprehensive analysis of the activity being investigated.

This research also aims to collect data, derive meaning from, and gain an understanding of a case involving the use of management information systems in the context of decision-making to improve the overall quality of education. The researchers will also make periodic observations of the phenomena that occur in relation to the primary focus of this research. These observations will be made from the perspective of the situation and condition of the research object, whose information can be obtained from a variety of informants and other supporting documents. In this investigation, the stages of the research are organized in a way that facilitates directed and methodical application of the findings. According to Moleong, the process of conducting research can be broken down into four stages, which are as follows: 1. The pre-fielding phase A preliminary survey was carried out by the researchers, and they looked for subjects who could act as resources. A field study of the research background was

carried out by the researcher while the survey was being administered. The researcher was looking for data and information regarding the implementation of Information Systems.

Administration of SMA Negeri 14 Kota Bekasi. The researcher also made efforts to confirm the findings scientifically by searching for supporting evidence in the form of books, articles, and other published materials. At this point in the process, the researcher is preparing a research design, which will include an overview of the research methods that will be used in the actual research.

The stage of field work In this scenario, the researcher enters the research setting and gains an understanding of it within the framework of data collection. 2. The stage of data analysis The analysis of the data constitutes the third stage of this research. In this stage of the research process, the researchers carry out a series of qualitative data analysis processes up to the interpretation of the data that was obtained in earlier stages. In addition to that, the researcher utilized a process known as data triangulation, which was then contrasted with the theory that was previously established. 3. The stage of evaluation and report-writing At this point, the researcher will make an effort to consult and receive direction from a supervisor who has been selected in advance.

Results and Discussion

Finding

1. Management Information System at SMAN 14 Kota Bekasi

Each component of the management information system is always carried out with management functions as disclosed by the principal, Mr. Dedi Suryadi, S.Pd., M.M, namely: "All components of the management information system in this SMAN are always supervised by the management function. Namely the CIPP model (connection, input, product process) Starting from planning to control functions are always carried out and evaluated and solutions are sought if there are problems " Efforts made by the SMAN 14 Bekasi City school to make each component able to carry out its respective duties, namely as expressed by Mr. Usman, M.Pd, namely: a. Supervise in the medium term b. Facilitate components with planning that has been done c. Evaluate annually about the state or condition of all SIM components d. Conducting training, especially in the IT field to improve human resources because software always develops and keeps up with the times.

While the types in SMAN 14 Kota Bekasi are: a. Computer-based SIM The Computer-based Management Information System at SMAN 14 Bekasi City is running well, this can be observed by the author from the results of interviews with the school principal, namely Mr. Dedi Suryadi, S.Pd., M.M: "Computer-based SIMs here are running as expected where the network used is using wifi which can be said to be a very fast network, and also computer or laptop problems where the school facilitates designated officers, such as DAPODIK officers, SIAPJABAR, TRK, SIDAKEP, KMOB and also SIHARKA, and the Website use one Laptop, where the laptop can be brought home. Apart from that, the school also facilitates data packages that make it easier for officers to carry out their duties." From the interview above, it can be concluded that facilitating officers to manage information systems is a strategy carried out by the school to be able to carry out its functions. b. Manual SIM Manual or non-computer SIM is carried out in line, meaning here it is carried out in a structured manner, where the principal does not only seek information by himself but is assisted by all parties in the school, especially representatives, where each field already has information in each field. c. SIM Open In addition, the school also promotes or conveys information about the school through the official website is www.sman14kotabekasi.sch.id, at the time of covid-19 the school also used whatApp media as well as e-larning or outside the network as expressed by Mr. Usman, M.Pd, namely: "In carrying out the learning process during the Covid-19 period, schools used e-learning media, but there were also obstacles because all children did not have smartphones that could support the e-learning

process, the school handled it by means of an off-network where one of the children would be appointed to submit assignments to the school."

Based on the results of the interviews, the authors found results which could be concluded that efforts to plan a Management Information System for school principals in making decisions at SMAN 14 Bekasi City were carried out through various steps. The first step is to build a Management Information System development team, this step identifies project managers, systems analysts and project managers. The next step is planning the concept of a Management Information System, namely each school principal and development team plans what is intended by the development system, who are the users of the Management Information System and so on, then plans to provide infrastructure, both software (software) and hardware (hard ware), when the next three steps have been completed and are running well. The next step is a meeting with stakeholders to receive feedback. And the last step that determines the probability of the emergence of a Management Information System is a meeting of the entire teacher council to describe the interests of developing the Management Information System, and the more important thing at this stage is the request for budget support for the development of the Management Information System.

According to Simon's theory explaining the decision-making stage and its relationship with SIM, namely: a. understanding The investigation process contains examination either in a predetermined way or in a special way. The information system must scrutinize all data and submit requests for testing regarding situations that clearly demand attention. Both MIS and the organization should provide a channel of communication for clearly identified issues to be brought to the top level of the organization so they can be addressed. b. Design The MIS must contain a decision model for processing data and initiating alternative solutions. The model should help analyze alternatives. c. Election MIS is most effective when the design results are presented in a form that encourages decision making. When the selection has been made, the role of the SIM changes to collecting data for feedback and assessment then the Implementation of the Management Information System at SMAN 14 Bekasi City has used the Management Information System in stages starting from information related to online school activities, school information, all of this is done in stages because it is still in the development stage. Management Information System implementation workflow starts from data collection. The frequency of data collection for the Management Information System here is only periodic, and those in charge of collecting the data are cooperation between operators and finally gather at the central operator to update the Management Information System online. The output of the Management Information System is that there is information, for the distribution of information, this is almost done thoroughly in the sense of the word that the distribution of information or data managed by the management section will usually be used by various parties in the school environment, be it the principal or teachers and students.

2. Analysis of Principal Decision Making at SMAN 14 Bekasi City.

The principal will make a decision to improve teacher performance as a result of the decision-making process that is based on educational competence that the principal will carry out. Schools that are granted school-based autonomy with the intention that the principal can compile, implement, and make decisions on school programs that are in accordance with the school community are described as having school-based autonomy. The principal's quality as a leader is reflected in the decisions that he or she makes, and this aspect of the principal's job cannot be divorced from the principal's overall performance. According to Whitmor, performance can be defined as a person's potential, an act, an achievement, or an overall exhibition of skills and abilities. Principals in decision making

are carried out by involving directly with representatives of the curriculum, teachers in determining the policies of the schools they lead, in teaching and learning activities the teachers are more varied in learning.

Principals in decision making are carried out by involving directly with representatives of the curriculum, teachers. There is an increase in teacher attendance, as well as increased collaboration between teachers, as a result of the school principal's firmness as a manager in the decision-making process that involves all teacher boards in the school environment. Principals are equipped with the social skills necessary to enlist the assistance of teachers, employees, and other stakeholders in the tasks, responsibilities, and authority involved in making decisions that will advance the school. The knowledge held by the principal comes in the form of ideas, and those teachers are responsible for putting those ideas into action in order to improve the school that they are in charge of. The variety of activities that are used for learning has increased, as has the capacity to use information technology for both learning and administration. According to Syarwani Ahmad, in order to be successful, a leader must have the ability to confront and prevail over challenges, as well as the willingness to take risks. Only then will the leader be able to empower himself to be successful. Leaders who have a higher resilience to adversity are better able to influence and improve aspects such as performance, productivity, creativity, health, persistence, endurance, and greater validity than those who have a lower resilience.

The findings of this study led the researchers to the conclusion that the performance of teachers at SMA Negeri 14 Bekasi City also improved, and that during the process of learning, the teachers displayed a greater degree of variation in developing learning models for the curriculum for 2013. In the process of putting decisions into effect, the principal of SMA Negeri 14 in Bekasi City was responsible for carrying out activities such as decision legalization, operational design, outreach and communication, action and action, supervision, review and evaluation. In addition, the key to the successful implementation of activity programs in schools is the availability of resources, which include professional personnel, broad insights, and a high level of commitment to morals or ethics. This is in accordance with Nawawi's statement, which states that "The process or series of basic and comprehensive decision-making activities is accompanied by the determination of implementation methods made by top management and implemented by all levels within an organization, to achieve its goals."

In light of the findings from the interviews and the information contained in the preceding description, the author has come to the conclusion that the implementation stage of decision making in schools consists of actions such as moving, carrying out strategic evaluations, and controlling or supervising strategic operations.² The Importance of the Student Information Management System (SIM) in the Principal Decision-Making Process at SMAN 14 Bekasi City. The school always makes plans for decision making to be included in the program, which is broken up into short term, medium term, and long term programs. These plans are always planned for on an annual basis. Every one of these decisions is constantly monitored and assessed in accordance with the principal's instructions. The principal always puts together a strategy before making a decision. The procedure for making decisions that was carried out at the SMAN 14 school in Bekasi City, as disclosed by Mr. Dedi, was as follows: a. Identify the problem b. Find alternative problems c. Finding a solution to the problem; d. Making a decision; e. Performing subsequent actions f. the control group g. and the evaluation group Based on the findings of the interviews that the author carried out, it is possible to conclude that SMAN 14 Kota Bekasi utilizes a management information system for decision making. This is especially true for school principals, as in these schools, the principal always conducts deliberations with various fields, and in these schools, each task that is carried out by each coordinator is inseparable from the role of the education management information system. The education management

information system in schools can readily be observed in the form of applications to the country, sympathetic, school websites, and so on, as the author explained earlier in the text. The education management information system that is utilized in the process of completing assignments in various areas within schools has a significant impact on the level of success experienced in the pursuit of predetermined educational objectives. At the end of the day, this role will also have an impact on the decisions that are made by the principal. This is because all decisions that are made within the context of school play a role in bringing this about.

CONCLUSION

Based on research and discussion of "the role of management information systems for school principals at SMAN 14 Kota Bekasi, it can be concluded that: 1. The Role of Management Information Systems at SMAN 14 Kota Bekasi The components that support the running of the education management information system at SMAN 14 Bekasi City consist of (1) people such as school principals, vice principals and teachers, (2) procedures consisting of SOPs (Standard Operating Procedures) that are carried out in accordance with the fields that have been assigned, hardware in the form of computers, filing cabinets, binders, folders, information boards, and stationery, (3) software consisting of DAPODIK, SIAPJABAR, TRK, SIDAKEP, KMOB and also SIHARKA and websites, (4) data consisting of curriculum aspects, teaching staff, facilities and infrastructure, students and policies, government regulations, suggestions and input from the community, this was all expressed by Davis, Gordon who revealed that a management information system consists of 2 components, namely a closed management information system and an open management information system. 2. The decision-making process for the Principal of SMA Negeri 14 Bekasi City. Management information systems play an important role in decision making, not only are management information systems in the form of computers, but manual and open management information systems are also used for a decision-making process. never make sudden decisions without clear rules. This is the same as what was expressed by Eti Rochaety in the opinion that the Education SIM is not only beneficial for decision makers in the education sector, but also for the community. 3. The role of SIM for school principals in decision making. In decision-making activities the education management information system has helped the principal of SMAN 14 Bekasi City, to obtain data and information that can be used to help solve existing problems

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