



## **UNDERSTANDING THE PURPOSE, FUNCTIONS, AND APPROACHES OF STUDENT AFFAIRS MANAGEMENT**

**Nurul Amin<sup>1</sup>, Badrudin<sup>2</sup>**

<sup>1,2</sup>Universitas Islam Negeri Sunan Gunung Djati Bandung  
Email: zafranalamina@gmail.com<sup>1</sup>, dr.badrudin@uinsgd.ac.id<sup>2</sup>

### **Abstract:**

The purpose and function of student affairs management is to regulate all student activities so that these activities can support the learning process in educational institutions to run smoothly, orderly, and regularly so that they can contribute to the achievement of school goals. Student affairs management is a structuring or arrangement of all aspects of activities related to students, from the entry of students (students) to the exit of students (students) from a school or an educational institution.

**Keywords:** *Purpose and Functions, Approaches, Student Affairs Management*

### **INTRODUCTION**

Students are an important and inseparable part of any educational system, because the ultimate goal of education is to help students achieve their educational goals. Even further, the educational system is considered successful when it succeeds in helping students achieve success in their future. The success of students in learning and achieving their goals cannot be separated from the existence of a principal, the place where students learn. Mulyasa (2012) defines student affairs as the arrangement and arrangement of a series of activities related to students, from the beginning of entering to leaving school so that it can help the growth and development of students' personalities optimally. In student affairs, activities are not just for recording the personal data of each student and data related to other potential resources. However, student affairs activities cover a very wide range of aspects such as efforts to help develop children's potential by doing education at school. The goal is to be able to regulate all kinds of activities in the field of student affairs so that school life activities can run smoothly, orderly, and regularly (Diantoro, 2018). The matter of student affairs has been widely discussed by researchers and experts, including Mohamad Muspawi (2020) who studied Understanding the Basic Concepts of Student Affairs Management. management of the acceptance of new students at SDN Pamongan 2, Guntur district, Demak Regency. Widjayanti (2013) who studied the management of discipline and independence of students at SMP Negeri 2 Pracimantoro. Umi, Marsidin, and Sabandi (2020) who studied the analysis of policies and management related to students in elementary schools. Umam (2018) who studied improving the quality of education through student affairs management. Qomar (2007) suggests that the purpose of student affairs management is to regulate various activities in the field of student affairs so that the learning process in school can run smoothly, orderly, and regularly, and is able to achieve educational goals. Mohamad Muspawi, Understanding the Basic Concepts of Student Affairs School. In other words, the purpose of student affairs management is to facilitate the management of student activities, so that there is regularity, orderliness, and smoothness of learning activities and other student activities, in order to achieve the goals and targets that have been set by the school. Based on this, the author is also interested in presenting this scientific paper, with the hope that it will be beneficial to

relevant circles.

## **RESEARCH METHODS**

The research method used in this study is the Library Research method, which is a literature study. This is in line with the opinion of Nazir (2003) that library research is a data collection technique by conducting a study of books, literature, notes, and reports that are relevant to the problem being solved. In this case, the author deepens, examines, and reviews the literature related to student affairs management, then the author performs in-depth analysis, and then compiles it in the form of a scientific article.

## **RESULTS AND DISCUSSION**

### **Definition of Student Affairs**

Management Student affairs management is the entire process of activities that are planned and intentionally and continuously fostered against all participants students (in the relevant educational institution) so that they can follow the process learning teaching (PBM) effectively and efficiently, in order to achieve the educational goals which have been set. Operationally chronologically, the range of activities starts from receiving new students until they leave school (exit), because they have graduated, died, dropped out of school or for other reasons so that he is no longer registered as a student of the school. In principle, student affairs management is a form of educational institution service that focuses its attention on arrangement, supervision, and student services, both in and out of class, starting from introduction, registration, to individual service (Irjus Indrawan, 2015: 8). According to Eka Prihatin, as quoted by Saihudin, in order for student affairs management to be managed properly, it is necessary to understand the principles of student management students, including: As part of school management, then student affairs management must have the same vision, mission, and goals as school management as a whole. All forms of activities, student affairs management must carry the vision in in the context of educating students. Student affairs management activities are sought to unite them who have different backgrounds and talents. Student affairs management activities must be seen as an effort to regulate all activities of students. Student affairs management activities should encourage the creation of independence students (Saihudin, 2018: 95-96). Based on the function of the activity, the function of the activity of student affairs management is among others as follows: Handling new students, which can take the form of forming a committee, determining registration requirements, providing registration forms, and so on. Conducting biodata recording for students. Making rules and regulations for new and old students. Make a list of participants of student attendance (B. Suryobrroto, 2004: 74).

Fundamental principles that must also be understood by every Islamic education manager related to student affairs management are understanding the students themselves based on an Islamic perspective. In Islam, education that is given to students (pupils) is not only intended to develop their intellectual intelligence, equip them with various skills. But, the thing that is no less important is also to direct them to become civilized people. In addition, each student is also directed to become a person who is able to adapt to the development of the times without having to let go of his/her Tawheed identity. Thus, Islamic education managers, willy-nilly, must have a paradigm about children or students and how they should treat them based on the information contained in the Qur'an and Hadith (Sudirman Anwar, 2015: 21). Next, the activities of student affairs or students are a combination of the words management and students. Management can be understood as a process of organizing and utilizing the resources that are owned through cooperation of the members to be able to achieve common goals effectively and efficiently (Badrudin, 2014). Then there are other opinions that state: From several definitions of student affairs management that have been explained, it can be concluded that student affairs management is one of the important aspects of school management in the form of services related to the arrangement, supervision, and other services to students, both those who are in the classroom and outside the classroom, starting from students entering school until students have completed their education

period in that school, the entire process is monitored and carried out on an ongoing basis so that it can run effectively and efficiently. Translation of the above text Fundamental principles that must also be understood by every Islamic education manager related to student affairs management are understanding the students themselves based on an Islamic perspective. In Islam, education is not only about developing intellectual intelligence and skills, but also about developing moral character and helping students to adapt to the modern world. Student affairs management is an important aspect of Islamic education that encompasses all activities related to students, both in and out of the classroom. It is a process of organizing and managing resources to help students reach their full potential.

### **Purpose and Functions of Student Affairs Management**

The purpose of student affairs management is to regulate the activities of students so that these activities can run smoothly, orderly, and regularly, and can support the learning process in schools so that the learning objectives can be achieved effectively and efficiently. Furthermore, Rifa'i (2018) said that the purpose of student affairs management is to regulate various activities that exist in the body of students so that learning activities in schools run smoothly, orderly, and regularly and achieve the educational goals of the school. Next, according to Badrudin (2014), student affairs management aims to regulate all student activities so that they can support the learning process in schools so that the learning process can run well, smoothly, regularly, and orderly and can achieve learning objectives and school goals effectively and efficiently. Student affairs management also aims to create a good and conducive school environment. Student affairs management aims to regulate student activities so that they support the learning process in schools, so that the learning process runs smoothly, orderly, and regularly, and can contribute to the achievement of learning objectives and school goals effectively (Shalahudin, 2021). Gambar Tujuan manajemen peserta didik Terbuka di jendela baru While according to Umam (2019), student affairs management aims to regulate participants in the field of education so that the learning activities that exist in educational institutions run smoothly, orderly, and well-directed and achieve educational goals. Furthermore, (Najmudin Rahmatullah, 2020) argues that student affairs management has the purpose of adjusting activities in the field of student work so that teaching activities in schools are carried out smoothly, orderly, regularly, and can achieve the educational goals of the school. This is done so that schools or educational institutions can be comfortable in carrying out teaching and learning activities so that the goals of the learning process can be achieved to the maximum. With good management, it is hoped that students can achieve the goal of having high knowledge and skills (Gusti, G., & Karnati, 2021). Based on the definitions that have been explained above, it can be concluded that the purpose of student affairs management is to regulate activities related to students so that they run smoothly, orderly, and regularly so that they can support learning processes both inside and outside the classroom and so that students are comfortable in participating in learning activities so that the goals of the learning process can be achieved to the maximum.

Generally, student affairs management functions as a forum for students to be able to develop themselves to the fullest, both in terms of the dimensions of individuals, society, aspirations, needs, and other dimensions of student potential. According to (Darma, 2018), the function of student affairs management is to regulate or manage various activities that fall within the scope of the student affairs field so that the learning process in school can run smoothly, smoothly, and regularly. According to (Rifa'i, 2018), the function of student affairs management is as a means for students to be able to develop their potential to the fullest, both individually, socially, in terms of needs, aspirations, and other potentials. This is in agreement with the function of student affairs management as conveyed by (Imron, 2020) that the function of student affairs management is as a forum for students to be able to develop themselves to the fullest, both in terms of individuals, society, aspirations, needs, and other potentials within the student. The development of the intellectual, social, emotional and psychological

potential of students has a great influence on the implementation of education, therefore every educational institution must implement student affairs management well so that learning and student personality can run effectively. Therefore, each student must be taught four specific functions of student affairs management, namely planning, organizing, implementing, and supervision (Shalahudin, 2021). Planning is an activity that will be carried out in the future, so a plan is needed for the activity, to determine what actions will be taken in order to achieve the desired results. Therefore, in planning something that someone wants, they must first determine the goal that becomes the target of achievement in the activity to be carried out. Organizing is a form of administrative activity that can be carried out in the context of students to form a structure and also assign tasks to each student in order to achieve the harmony of an activity to achieve the goals that have been designed before. Implementation is the actualization of activities that have been planned and carried out in reality, if there is no implementation then it is impossible for what has been planned to reach the point of destination. This implementation is one of the functions of management that has an important role in realizing and expressing the activities that were planned earlier. Supervision is very important for students in implementing the goals they aspire to, so that when there are errors in implementation in the future, they can be corrected. According to Badrudin (2014:24), specifically, student affairs management aims to: Increase knowledge, skills, and psychomotor skills of students. Channel and develop general abilities (intelligence), talents, and interests of students. Channel the aspirations, hopes, and meet the needs of students. Students achieve happiness and well-being of life which can further learn well and achieve their dreams.

### **Functions of Student Affairs Management**

The functions of student management are as a means for students to develop themselves to the fullest extent possible, both in terms of their individual aspects, social aspects, aspirations, needs, and other aspects of student potential. The general functions of student management are as follows: As a means for students to develop themselves to the fullest extent possible, both in terms of their individual, social, aspirational, needs, and other student potential dimensions (Badrudin, 2014:24). According to Badrudin (2014:25), the specific functions of student management are formulated as follows: The function related to the development of student individuality is to enable them to develop their individual potential without much hindrance. These innate potentials include: general ability (intelligence), special ability (talent), and other abilities. The function related to the development of student social function is to enable students to socialize with their peers, with their parents and families, with the school's social environment, and with the social environment of the community. This function is related to the nature of students as social beings. In other words, student management is a process of planning, organizing, directing, and controlling all student activities in order to achieve the goals of education. It is a comprehensive process that encompasses all aspects of student life, from their academic performance to their social and emotional development. The specific functions of student management are designed to help students develop their full potential as individuals and as members of society. They are essential for ensuring that all students have the opportunity to succeed in school and in life.

The function related to the expression of student aspirations and expectations is to enable students to channel their hobbies, interests, and passions. Hobbies, interests, and passions should be channeled because they can support the overall development of the student. The function related to meeting the needs and well-being of students is to ensure that students are well-being in their lives. Such well-being is very important because it will also make them think about the well-being of their peers. Student management is not just about rules within educational institutions or learning activities in the classroom. More than that, student management also has an important role in developing and improving the potential of intellectual intelligence, emotional intelligence, and spiritual intelligence possessed by each student. This is so that they can

also contribute to the vision, mission, and goals of the school as well as make a significant contribution to themselves and society in the future.

### **Student Management Approaches**

There are two approaches used in student management. The quantitative approach focuses on the administrative and bureaucratic aspects of the educational institution. In this approach, students are expected to meet the demands and expectations of the educational institution where they are located. The assumption of this approach is that students will be able to mature and achieve their goals if they can meet the rules, tasks, and expectations required by their educational institution. The operational embodiment of this approach in student management is as follows: Requiring students to be present at school unconditionally; Tightening attendance; Demanding high discipline; Completing the tasks assigned to them. This approach is indeed accentuated in an effort to make students capable. The qualitative approach pays more attention to the well-being of students. If the quantitative approach above is directed at making students capable, then this qualitative approach is more directed at making students happy. The assumption of this approach is that if students are happy and well-being, then they can learn well and enjoy developing themselves in educational institutions such as schools. This approach also emphasizes the need to provide a conducive and enjoyable environment for optimal self-development (Yeager, [1949], as quoted by Ali Imron [2004] in Badrudin [2014:27]), the same thing is also expressed by Ibrahim Bafadal (2006:10). From the two approaches above, of course, a middle ground can be taken, namely with a comprehensive approach. In a comprehensive approach, students are asked to meet the bureaucratic and administrative demands of the school on the one hand, but on the other hand the school also offers other incentives that can meet their needs and well-being. On the one hand, students are asked to complete heavy tasks from the institution, but on the other hand, a conducive environment is also provided to complete the task. If stated in reverse sentences, the provision of well-being, a conducive environment, and the provision of reliable services are in order to discipline students and complete student tasks.

### **CONCLUSION**

Student management is an important aspect of school management. It encompasses all activities related to students, from the time they enter school until they graduate. The goal of student management is to ensure that students can learn and grow in a safe and supportive environment. Purposes of Student Management The purposes of student management are to: Develop the individual potential of each student. Foster social interaction and cooperation among students. Encourage students to develop their talents and interests. Prepare students for responsible citizenship. Functions of Student Management The functions of student management are to: Organize and administer student records and information. Enroll and register students. Assign students to classes and activities. Provide guidance and counseling to students. Enforce school rules and regulations. Promote student safety and well-being. Approaches to Student Management There are two main approaches to student management: The quantitative approach focuses on administrative and bureaucratic aspects of school management. This approach emphasizes the need to maintain order and discipline in the school. The qualitative approach focuses on the well-being of students. This approach emphasizes the need to create a supportive and nurturing environment for students. Conclusion Student management is a complex and challenging task. It requires the cooperation of all stakeholders in the school community, including teachers, administrators, parents, and students. By working together, we can create a school environment that is conducive to learning and growth for all students. Here is the translation of the specific text you provided: Management of Student Affairs There are several purposes and functions that must be understood related to the management of student affairs, including: First, as a place for developing the abilities of each individual or personnel. Second, improving oneself in terms of attitude, speech, and behavior, and the most important thing is to

educate in accordance with applicable regulations. The most important principle of student management is in accordance with the regulations or laws that have been established. The scope of student management covers from the time they enter school until they graduate from that school. Student management that has been explained can be concluded that student management is one of the important aspects of school management in the form of services related to the arrangement, supervision, and other services to students, both those who are in class and outside of class, starting from students entering school until students have completed their period of education at the school, the entire process is monitored and supervised on an ongoing basis in order to run effectively and efficiently. The purpose of student management includes regulating student activities so that the activities can run smoothly, orderly, and regularly, and can support the learning process in school so that the learning objectives can be achieved effectively and efficiently. The function of student management is to regulate or manage various activities that are included in the scope of the student affairs field so that it can make the learning process in school run smoothly, orderly, and regularly. Student management is not just about rules within educational institutions or learning activities in the classroom, more than that is that student management also has an important role in developing and improving the potential of intellectual intelligence, emotional intelligence, and spiritual intelligence possessed by each individual student, so that in the future they can also participate in contributing to the vision, mission, goals of the school as well as a significant contribution for themselves and society. There are two approaches used in student affairs management. First, the quantitative approach (the quantitative approach). This approach focuses on the administrative and bureaucratic aspects of the educational institution. Second, the qualitative approach (the qualitative approach). This approach pays more attention to the well-being of students. If the quantitative approach above is directed to make students capable, then this qualitative approach is more directed to make students happy.

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