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## Research Article

### Administrative and Management Theory Development and its Application in Islamic Education

Nugraha Suharto\*, Luthfi Audia Pribadi

Faculty of Teacher Training and Education, Universitas Pendidikan Indonesia, Bandung, Indonesia

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#### \*Corresponding author:

E-mail:

[nugrahasuharto@upi.edu](mailto:nugrahasuharto@upi.edu)

#### ABSTRACT

This chapter provides an overview of several topics relevant to constructing an approach to teaching educational administration and leadership in Muslim countries. First, it places the topic in the context of the changing nature and critiques of the field that argue for a greater internationalization to both resist some of the negative aspects of globalization and to represent countries' traditions in the professional curriculum. The study of education administration and management theory is a part that provides direction and views on how an educational administrator carries out his duties based on truth values, both practical and theoretical values. This journal will explain the theory of management and administration which is very important and influential in an institution. In its application, management and administration are a mutually sustainable unit so that an institution can achieve its goals if its leaders can manage the administration properly, be it the management of Human Resources, Finance, Infrastructure and so on. If the administrative arrangements can run well, then the management in an institution will automatically be organized by itself.

**Keywords:** *Administration, Islamic Education, Management, Theory*

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#### Introduction

Education is the main structure that empowers citizens to decide what goods and services are needed. The success of a nation can determine success in improving and modernizing the education sector. This can be seen based on the notion of education. Education is the heart and future of the nation and state.

Education occupies an important position in Islam, namely as a means of developing intelligent and knowledge able people so that they become a blessing to the universe. With regard to the quality of human resources, Islam views that the development of human resources cannot be separated from the thoughts of the humans themselves, thus Is-

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lam has a very clear, intact, and comprehensive concept regarding the development of human resources. This concept remains actual and relevant to be applied throughout the ages. Furthermore, it is stated that the principle of implementing education is to empower all components of society through participation in the implementation and quality control of education services.<sup>5</sup>In essence, the various efforts that have been made by the government to improve the quality of education have not shown encouraging results, in fact, many of these failures are caused, among other things, by the problem of inappropriate management of education, the distribution of personnel not in accordance with their areas of expertise, including the appointment of leaders of educational institutions who are less professional, the handling of problems is not up to the experts, equal distribution of opportunities, limited available budgets, so that the goal of national education to educate through quality improvement at every level of education cannot be realized significantly. Administration in the narrow sense is intended as administration which is defined as the activity of systematically compiling information and recording in writing all necessary activities with the aim of obtaining an overview of the information in its entirety and in relation to one another (Brooks & Mutohar, 2018). With thus, administration is activity write write, send, and keep description. kindly common word administration can interpreted as something activity For help, serve, direct And arrange all activity inside organization reach objective in a manner orderly And efficient. Many people think that administration That The same with interpreter type, style business or the job concerned with write write. Administration is effort reach objective in a manner effective And efficient with take advantage of insiders something pattern cooperation. Effective in meaning achieved results effort That The same with set goals. Whereas efficient relate with use sources of funds, power time (Salama et al., 2018).

In matter This administration finances contained in a institution school Administration finance should done in a manner efficient (M. Abdullah, 2019). The more efficient 2 something system education, increasingly small

funds required For achievement goals education. For that, when system administration finance school managed with Good will increase efficiency maintenance education. It means with available budget can reach objective education in a manner productive, effective, efficient And relevant. For That reach things on so needed the process of planning, organizing, directing, coordinating, supervising And report activity field financial order goals can achieved in a manner effective And efficient (Asvio, 2022).

Administration Finance school This There is Various , there administration finance involving teachers/employees And There is administration finance involving school about student. System This need developed Because exists a number of necessary problem overcome (Sahin, 2018). The term Islamic Education is used in two ways, namely: first, all activities carried out by a person or institution to instill Islamic values in several students. Second, the whole educational institution, which is based on all programs and activities of Islamic views and values.

Like is known knowledge management develop Keep going until moment this. Knowledge management give understanding to We about approach or system method important in research, analyze And solve related issues with manager. Management is Wrong One discipline knowledge social. from here born draft theory efficiency And effectiveness (Nurdin & Yusuf, 2020). Then Taylor wrote book entitled *The Principles of Scientific Management* which is beginning from birth management as science. On the side That knowledge management as knowledge knowledge have characteristic features as following : There is group human, that is group consisting on two people or more, There is cooperation from group the, There is activity / process / business, There is objective.

Furthermore knowledge management is gathering discipline knowledge learning social And see management as phenomenon from modern society. Where phenomenon that modern society is symptom social brings change to organization (Arifin et al., 2018). The results of Muhammad Yasin's research, on the quality management of outstanding education,

show that the main problem faced by schools, in general, is related to the quality management of education which includes the 8 National Education Standards. In addition, efforts to implement TQM in education (TQME) actually always have expectations of student achievement, both academic and non-academic. The results of research on the application of quality management start from planning, implementing, and evaluating to create outstanding educational institutions referring to the application of TQM in education (TQEM) plus SNP: 1) planning: establishing a vision and mission as quality guidelines. 2) implementation: implementing the national and institutional-specific curriculum, educators and education staff having a minimum qualification of S1 teachers continuing S2 and S3, 3) Evaluation

On in fact management difficult defined Because No There is definition accepted management universally. Mary Parker Follet define management as art in finish work through other people. definition This contains meaning that the managers For reach objective organization through other people's settings for carry out various possible task done. Management of course Can means like it, however Can Also have understanding more from on it. So that in in fact No There is definition used in a manner consistent by everyone. Stoner said something more definition complex that is as following: "Management is a process of planning, organizing, directing And supervision, the efforts of the members organization And use source resources Power organization others to achieve objective organization that has set".

From the definition above seen that Stoner has use the word "process", not "art". Meaning management as "art" contains meaning that matter That is ability or skills personal. Whereas a "process" is method systematic For do job. Management defined as a due process all manager without must pay attention prowess or skills special, must carry out mutual activities related in achievement desired goal (Tanjung et al., 2021).

Study theory administration And management Education is the giving part direction And view How an education administrator operate

his job with based on by values truth, fine on mark practical nor theoretical.

## Methods

Philosophy administration is something important thing in life man Good in socialize nor state. Opinion of Charles A. Beard (Historian Politics in America) that says that No One matter For modern century now this is more important from administration. Continuity life government And even continuity life from civilization That Alone depends on ability We build And developing" philosophy Administration "According to SP Siagian 's opinion upright he collapsed something country, advanced retreat civilization man as well as arise sinking the nations of the world No because war nuclear or doom, will but will depends on Good bad owned administration (Bush, 2020).

Administration as art is pointing on a known process only start currently Finally No there. Administration as a collaborative process No is something new, he arise together civilization humans (Social Phenomenon). Whereas management ie ability or Skills For obtain something results in framework achievement objective through other people's activities (Mason et al., 2019).

## Result and Discussion

### *Theory Management*

#### 1. Theory classic

System associated Theory classic assume that workers or man That its nature rational, logical thinking and Work is something to be expected by Because That theory classic leave from premise that organization Work in a logical process And rational with approach scientific And going on according to structure / anatomy organization (Kholmuminov et al., 2019).

Approach scientific This view that that be target management is get prosperity maximum for businessman And his employees. For That management must carry out principles : 1) the need developed knowledge for every task (Guidelines motion, implementation standard-work And climate decent work) , 2) election the right employees in accordance with condition work, 3) Necessity training And gift

stimulation, 4) Necessity done studies And experiments (Berkovich, 2020).

Principle Studies time , stated that all productive business must be measured with studies time in a manner carefully (Time and motion study). Size standard must given For all job.

Pioneer classic other namely Henry Fayol (in McDonald et al., 2022) published administration industrielle et generale which contains 5 guidelines management, namely : planning, organizing, commanding, coordinating And supervision. Furthermore Gulick And Urwick (in Aksel & Bozkus, 2022) is popular with the acronym POSDCORB (Planning, Organizing, Stuffing, Directing, Coordinating, Reporting, Budgeting) as activity managerial which is the management process.

Genre classic other pioneered by Max Weber (in Bridgman et al., 2019), theory This arise since war world I, time That often happen conflict on circles labour. According to Weber Bureaucracy is characteristic from pattern structured organization made such shape so that in a manner maximum can utilise power expert. Organization must arranged in a manner rational, impersonal, and free from attitude prejudice . Characteristics bureaucracy This be marked with :

- a. There is distribution task And specialist. Every individual in organization have regulated authority by various regulations, policies And decree law.
- b. The relationship that happened in organization is impersonal relationship.
- c. In organization There is hierarchy authority, that is every more part low always are below authority And supervision from part above it.
- d. Administration always based And held with document written
- e. Orientation coaching employee is development career , meaning skill is criteria main accepted nope somebody as member organization And promotion in organization it .
- f. Every Action taken in organization must always associated with magnitude donation to achievement objective organization , so can achieved maximum efficiency.

Although acknowledged that bureaucracy own advantages in reach efficiency organization, however there is a number of weakness among others: 1) raises trend For stimulate And develop method conformity thinking, 2) routine And boring, 3) innovative ideas No growing, because saturation consequence dense message And length grooves that must be passed, 4) No take into account exists frequent informal organization influential to formal organization.

## 2. Neo- Classical Theory

Theory This assume that man That social beings with actualize himself. A number of pioneer Neo Classical stream This among others: Elton Mayo with Study relationship between human, or Act in demand man in situation Work famous with the Hawthorne study. Based on results of this study it turns out group informal work environment social workers have great influence to productivity.

Follower Genre this is Chester I. Barnard (in Connolly et al., 2019) who states that essence organization is Cooperation, that is mutual willingness communicate And interact For reach objective together. Something management can Work in a manner efficient And still life If objective organization And need working individual on organization That guarded balanced. Barnard (in Blankenberger & Williams, 2020) uses experience Work And results of te study in social and philosophy For formulate his theories about life organization .

Pioneer other is Douglas McGregor he is state that management will get benefit big when He put attention on and social needs actualization self employee (Morillo-Flores et al., 2020).

1. Man usually put mark to something to be expected from results his work by Because That He have order pleasure (preferences) between that's all Lots the result he expect.
2. Something business For explain about existing motivation on somebody besides must consider results achieved, too consider people's belief that what they do give donation to expected goal.

Based on assumptions above, Vrom submit something theory about motivation to be influence achievement. Vrom put forward a performerelated formula direct with motivation.

McCielland with theory achievement put forward, on basically motivation somebody determined by 3 needs namely : 1) needs will power (Need for power), 2) Needs will affiliation (Need For affiliation) and 3) Needs will success (Need for achievement). Theory This try explain Act oriented behavior to achievement. Performance defined as Act directed behavior to achievement standard of excellent according to theory This someone who has a high need for achievement always have pattern think certain When plan For carry out something.

understanding about behavior will going to effectiveness must task done a manager although matter This is very field complicated. Problem behavior man very complex For explained with possible leveling applied For everyone . Behavior man influenced by a set of influencing variables behavior human. According to Marwan Asri (in Cardno, 2018) behavior man can influenced by 3 Variables namely:

- a. Individual variables, including the ability factor And mental skills, physical, background behind family, social level, experience, age And type sex.
- b. Organizational variables consists from source factors available power, force leadership, system reward, structure organization And design work
- c. Psychological variables, consisting on several factors, such as perception, attitude, personality, learning process And motivation.

based study about problem behavior, can concluded :

1. Behavior arise Because something because
2. Behavior directed For reach purpose .
3. Possible behavior observed can be measured
4. Behavior No direct can observed (eg think) too important For reach objective
5. Behavior motivated .

### 3. Modern Theory

Modern Approach based on situational matters. It means people adapt self with situation faced And take decision in accordance with situation And condition environment . Assumptions used is that person different And changed Good the need, the reaction , the action that's all depend on environment. Next is that person work inside something system For reach objective together.

According to Murdick and Ross, system organization That consists from individual, formal organization, informal organization, style leadership, and device one physical each other mutually related (M. A. Abdullah, 2017). Approach system to management try For looked organization as A unified system with Meaning certain consisting on mutually exclusive parts related. Approach system No in a manner separated relate with various part from A organization but give to manager something method For looked organization as whole And as part from more large (environment ) .

According to Shrode the elements base organization includes: 1) Purpose, 2) Technique, 3) Structure, 4) People, and 5) Information . Fifth element the process number of sourced inputs from environment And the output used by environment .

Management looked at as something system based on assumption that organization is system open , goal organization have dependency. The principles used in management based on system, includes :

1. Management based on target
2. Management based on engineering
3. Management based on structure
4. Management based on people
5. Management based on information

In the achievement objective organization, according theory system must based on 5 assumptions and 5 principles work. Fifth assumption And principle Work That is, as following :

Why Education need approach system. Approach system is something method or Technique analysis that is special called analysis system (System analysis) especially function in solve problem (Problem Solving) and taking

decision (decision making). In matter This approach with methods scientific. Analysis system This includes 1) realizing exists problem, 2) Identifying relevant variables, 3) analyzing And synthesizing the factors, and 4) determining conclusion in activity program form (Huda et al., 2020).

A number of superiority approach system in manage Education , among others:

1. Mission, goals and objective Institution Education can explained more clear
2. Formulated programs always directed on objective And target
3. Orientation activity directed to results end
4. Planning looked at as an integral of whole operation Institution or organization Education
5. sources Power allocated with more effective based on scale priorities set according to magnitude donation to achievement purpose.
6. Required information For planning And taking decision can designed And managed in a manner integrated.
7. All activity can focused on achievement target, so waste can pressed minimum maybe.

Kindly simple or in other words get said that, well in life socialize nor life state, administration are One choice Where decisions in achievement objective from various field life will can done in a manner efficient And economical (destination administration).

Administration is the whole collaboration process between two people or more based on rationality certain For reach goals that have been determined before. A number of thing contained from definition above, Administration as art is show on a known process only start currently Finally No there. Administration own elements : exist two man or more , there is destination to be achieved, is mandatory tasks carried out, and exists equipment or equipment including time And place For carry out tasks the (Sahin, 2018).

### **Theory Administration**

Philosophy administration is something important thing in life man Good in socialize nor state. Opinion of Charles A. Beard (Historian Politics in America) that says that No One

matter For modern century now this is more important from administration . Continuity life government And even continuity life from civilization That Alone depends on ability We build And developing " philosophy Administration "According to SP S Siagian's opinion upright he collapsed something country, advanced retreat civilization man as well as arise sinking the nations of the world No because war nuclear or doom, will but will depends on Good bad owned administration.

Administration as art is pointing on a known process only start currently Finally No there. Administration as a collaborative process No is something new, he arise together civilization humans (Social Phenomenon). Whereas management ie ability or Skills For obtain something results in framework achievement objective through other people's activities.

Administration Education is discussing science Education from corner view Cooperation in the process of achieving objective Education. All business processes Cooperation in reach objective Education done with involve all aspect seen need And positive in business reach success Good form object or material such as Money And facilities, spiritual like belief And values , knowledge knowledge like knowledge And technology, as well man or human by Because That called with involve source material resources as well resource human (Tolchah & Mu'ammam, 2019).

Remember every resource That circumstances limited , then implementation must done in a manner effective And efficient. Administration Education is defined as knowledge discussed knowledge Education from corner view of the collaborative process between man in develop potency participant educate through change attitude in learning For reach objective Education, by effective And efficient. As for Limitation room scope or field arable administration Education like implied in concept that has put forward above , including: Source Power human resources (HR), resources learning , facilities, and various element other. Elements the in a manner systematic run through 3 functions activities, namely: planning, implementation, and supervision.

And for reach success the need a minimal process includes behavior man in organize in accordance with prevailing culture as tool communication . Behavior man in organize can stated in form planning , implementation, and supervision source resources which include : human resource, educational programs, and facilities (Brooks & Mutohar, 2018).

Whereas detail result, product or output from productivity Institution Education in matter This criteria success in administration Education can seen from effectiveness And efficiency to productivity Education. Effectiveness that is equivalence between even input And lots of output And quality tall or relevant output with need development nation . Whereas efficiency is pointing on motivation high learning, enthusiasm study, trust various party And payment, time And the smallest power Possible with profuse results.

Effectiveness in performance includes :

1. Equal input: development amount students who can is known from registration student new every Year teachings .
2. A lot of output, quality And relevant (link & match) with need possible development seen from development output or graduate of elementary students, development number transition, and development UN results.

### ***Application Theory management And administration***

Administration education or administration school No only concerns questions system business school however concerns all activity school, both regarding materials, personnel, planning , work same , leadership, curriculum, and etc., which must be set so that create possible atmosphere implementation conditions good teaching and learning so that reach objective education.

Without administration And good leadership, hard presumably for school For walk fluent going to to direction objective education And necessary teaching his achieved school it . Lots very incident And difficulty as well as possible obstacles happen without suspected before, which required teachers and head school carry not quite enough answer And take wisdom. Something school can walk Good And direction Also every year school That determine

And make formerly plan And policy (policy) that will run on year it, too indicating information How plan And policy That can held with Good should collected (Sabic-El-Rayess, 2020).

Plan or program and policy school should always customized with need And development public And renewal education. Neither can ignored that, for carry out plan or program so reach good results, needed exists organization And good coordination And regular, there is clear communication And smooth, supervised or continuous supervision And consequently, and exists assessment (evaluation) carried out with regular And right . For That every end year need held evaluation For evaluate plan which one has succeed And can walk smoothly, and which one experienced hardship And need repaired. Planning, organization, coordination, communication, supervision, and evaluation, everyone is functions administration basic education And very important

Presence various organization in life public is Wrong One phenomenon modern life for help And make it easy fulfillment need life man in a manner individual And society. Membership somebody in organization cause emergence demands use money, time And must work carried together And walk in a manner effective as well as efficient then in a manner empirical show up management in organization. Development beginning management be marked with history Greece ancient And kingdom Roman Lots give proof about knowledge management especially in management trial in court , practice government organization army, unit efforts group And implementation authority. So is the organization church has use structure organization world that composes authority Alone as proof application management (Alsharari, 2019).

There is an increase awareness to importance good management for implementation various activity For reach quality institution education or effective school. Good management is essential thing for all source existing power For can enabled And give influence in a manner maximum in reach objective organization education. Framework Work management education leave behind from principle something built organization For reach objective certain with a number activity. Tabarani RusyaQ brought up Management education is

the efforts made by people in a manner together For reach something objective desired education. Opinion on confirm that management education containing business together from organized number of people For reach objective education that has set before. As something business together means management education going on in One organization formal education (Leithwood et al., 2020).

Management Islamic Education on basically is, how management carried out in reach objective Islamic education in a way effective And efficient in accordance with what have set before. Points First as reference base from management Islamic education is in Islam, motivation basic must done by every Muslim in operate life This is devotion to Allah SWT. The second the Qur'an confirms that the best way For get performance in life This is with work. On basically, someone No will get something other than he try. That Work That must based on because of Allah (sincerely). Third In life And work , Islam teaches will importance oriented into the future. With This grow consistent attitude in form behavior always lead on method efficient work (saving energy). Attitude like This is the basic capital in effort For make always human oriented on values productive (Astuti et al., 2020).

More carry on explained by A. Malik Fajar in the book ; Reorientation Islamic Education , that is Islamic Education and including Also the management must oriented on achievement (achievement oriented) and not mere prestige, which means; (a). Life must have ideals. Because that, true work is planned work And calculated in a manner ripe profit to lose And consequence logically generated , in order to be able to create more future proceed And more prosperous from the present. Man will determined by quality worship, incl it works when being in the world. (b). Work relax, without plan, lazy, extravagant energy, time And cost is contrary with Islamic values . Islam teaches that every second from time must filled with three matter namely ; enhancement faith , charity pious And communicate social (QS. Al-Ashr). (c). All problem to be not quite enough answer must faced with full of responsibility responsibility and full calculation (accountability). Because what to do somebody on Finally

will return on himself alone. (d). In Islam, live must economical And simple , no consumptive And excessive but Also No miserly. (e). Islam judges , the best work is what is done best ( achsanu ' amala ) as also Allah created sk, earth And all adult endeavors devout Muslims, literally aware direct And guide growth as well as development nature (ability base) child educate through Islamic teachings to direction point maximum growth And its development (Hambali & Idris, 2020).

With so , fact management Islamic education is management various activities that adults do in a manner aware in direct And guide growth as well as development child educate to direction point max (personal muslims) respectively effective And efficient.

Management Islamic education on basically is as activity lead, organize And direct time, space, personnel , resources , funds and facility in a manner effective And efficient in interaction activity Islamic education in a way theoretical nor practical in order to aim education the reached. Management Islamic education in a way theoretical nor practical have same concept with management in a manner general . In reach purpose, necessary oriented development to forward, perceptive perception broad , character indiscipline, as well stand on culture nation. On Basically, functions management Islamic education is the same with management in a manner general as well as management education on generally, ie planning, organizing, directing And supervision. Only course, deep operations, management based Islamic education on the Koran and Hadith . Beside own guidelines, objectives, functions as well as significance, management Islamic education too have a number of that principle detailed can is known including : Sincerity, Honesty, Trus, Fairness, Responsibility responsible, Dynamic, Practical, Flexible (Tanjung et al., 2021).

For the sake of achieving objective Islamic education, yes goods Of course needed exists management Islamic education. this meant to be deep effort achievement objective Islamic education, everything matter and ongoing processes can truly managed with ok. So that on the educational process can truly materialized planning, organizing, directing And quality supervision, accordingly Islamic teachings. With



enactment management Islamic education, then can make it easy achievement objective Islamic education in a way effective And efficient . Because with management Islamic education, activities education And the process can planned, organized , directed right at a time Also can supervised And evaluated. So that in a manner automatic, attempt achievement objective education Islam can more easy embodied . Even more from that is effectiveness And efficiency objective Islamic education can realized And no a mere utopia (Subandi, 2020).

Importance management Islamic education too can seen from existence own Islamic education. To stay can exist, survive and Keep going growing, Islamic education is clear need something good management, well planned And regular , so can grow develop existence Islamic education in the middle global competition . For make it easy discussion about urgency management education so We must understand How function management Islamic education, then For That writer will decipher function management appropriate Islamic education with opinion found by Robbin and Coulter which is his opinion same match with Mahdi bin Ibrahim, namely: planning, organizing, directing / leadership, and supervision (Ijah et al., 2021).

### 1. Function Planning (Planning)

Planning is a first process when want do work Good in form thinking nor framework work for the desired goals achieved get optimal results. Likewise in Islamic education planning must made step first really noticed by managers and managers Islamic education. Because planning is part important from A success , mistake in determine planning Islamic education will caused very patal for continuity Islamic education (Rahman, Dzunur'aini, & Nur'aini, 2022). Even God provides instruction to every believer For designing A plan what will done later day , as His word in the Al-Qur'an letter Al-Hashr paragraph 18 which reads :

يَا أَيُّهَا الَّذِينَ آمَنُوا اتَّقُوا اللَّهَ وَلْتَنْظُرْ نَفْسٌ مِمَّا قَدَّمَتْ لِغَدٍ وَاتَّقُوا اللَّهَ ۗ إِنَّ اللَّهَ خَبِيرٌ بِمَا تَعْمَلُونَ

Which means : O you who believe, be fearful to God and let Every self notice what have he did For day tomorrow (hereafter); And be fearful to Allah, Verily Allah is Great know what are you do it.

When compile A planning in Islamic education is not done only For reach objective world only, but must Far more from That go beyond life goals worldly.

Direct it planning That Also For achieve the goal of happiness world And hereafter, so both Can achieved in a manner balanced. Mahdi bin Ibrahim, put forward that there are five things important For attention for success A planning, namely :

1. Accuracy And clarity in form purpose.
2. Accuracy time with desired goal achieved.
3. Linkages between phases operational plan with guarantor answer operational, order them know phases the with desired goal achieved.
4. Attention to aspects amaliah reviewed from side reception society, consider planning , suitability planning with responsible team answer to operational or with partners it works, the possibilities that can accomplished, and readiness planning do evaluation in a manner Keep going continuously in realize purpose.
5. Ability organizational guarantor answer operational.

In context This so can taken conclusion that in management Islamic education planning is key main For determine activity next . Without careful planning activity other no will walk with Good even Possible will fail . By Because That make it planning ripe maybe to meet satisfying success

### 2. Function Organizing

Islamic teachings always encourage their adherents For do all something in a manner organized with neat , because Can So something the truth is not organized with neat will with easy Can destroyed by organized evil tidy. According to Terry, organizing is activity base from management implemented For arrange whole needed resources including element human, so work can resolved with success. Organization in Islamic view is not solely container, but more emphasize on How A work done in a manner tidy. Organization more emphasize on arrangement mechanism work. In A organization Of course There is leader And subordinate.

Temporary That Ramayulis stated that organizing in Islamic education is a process of determination structure, activity, interaction, coordination, design structure, authority, duties in a manner transparent, and clear. In institution Islamic education, both individually, in groups, as well as institutional (Widodo et al., 2020).

A organization in management Islamic education will can walk with fluent And in accordance with objective If consistent with designing principles journey organization that is freedom, justice, and deliberation. If all principle This can applied For create utility for each member group the to desire Skills And knowledge in a manner consistent in the management process institution education Islam will very help for managers Islamic education.

From the description above an understood that organizing is phase second after planning that has made before. Organizing happen Because necessary work held That too heavy For handled by one person only. With thereby needed energies help And formed something group effective work. Lots mind, hands, and Skills collected become one must coordinated No just For resolved concerned tasks, however Also For create utility for each member group the to desire Skills And knowledge.

### 3. Function Directing

Briefing is the process of giving guidance to colleague Work so that they become knowledgeable employee And will Work effective going to target that has set before. Inside function briefing there is four component, that is director, given directions, contents directions, and method briefing.

Director is the one who gives briefing form commands, prohibitions, and guidance. Who was briefed is the person you want can realize briefing. Contents of the briefing is something that was said director Good form orders, prohibitions, and guidance. Whereas method briefing is system communication between director and given briefing.

In management Islamic education, in order to fill directions given to the person who was given briefing can held with Good so a director at least must notice a number of principle following, namely: exemplary, consistency,

openness, gentleness, and policy. Contents of the briefing either form orders, prohibitions, and guidance should No burdensome And outside ability the recipient direction, cause If matter That happen so Don't hope content briefing That can held with Good by the recipient briefing.

With thereby get it concluded that function briefing in management Islamic education is a process of guidance based on principles religious to colleague work, so that person Want to carry out his job with really And enthusiastic accompanied very sincerity deep.

### 4. Function Supervision (Controlling)

Supervision is whole effort observation implementation activity operational To use ensure that activity the in accordance with plans that have set before. Even Didin And Henry stated that in Islamic view of surveillance done For rectify those that don't straight, correct the wrong And justify the rights. In Islamic education supervision defined as a continuous monitoring process continuously For ensure implementation planning in a manner consistent good character material nor spiritual.

According to Ramayulis, supervision in Islamic education has characteristics as following: supervision material and spiritual, monitoring is not only manager, however also Allah SWT, uses uphold humane methods dignity human. With characteristic the can understood that executor various planning that has agreed will responsible answer to the manager and God as great overseer Knowing. On the other hand surveillance in more Islamic concept prioritize use approach humane, animated approach by values Islamic.

The context in matter This is when We can apply with Good about draft management Islamic education then will capable give birth to an appropriate goal with Islamic religious values alone.

## Conclusion

Management have very position urgent in institution education especially in Islamic education. Islam itself is the religion within book holy give information about importance A management in framework success inside activities

education. Can concluded that management education is an implementation process principle And theory management in management activities at the institution formal education for make effective achievement objective education. Application management in managementa education in schools, madrasas, pesantren or university must supported source Power personnel And source other resources used For realize performance organization higher education in framework reach quality Reliable, moving graduates personnel This There is element gift motivation, directing And lead them Work The same with Good And harmonious. That all must done in framework answer challenges of the times in the era of globalization like Now this. management Islamic education is not will lost function in humanize man Because management Islamic education is part most important in manage education in introduce man on values worldly And ukhrawi.

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