Continuing educational institution quality management with Kaizen concept

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ABSTRACT

Applying Kaizen concepts to work development in educational institutions to lead to continuous educational institution quality management with the concept of Kaizen is a challenge for modern educational administrators. In order to raise the quality of educational institutions that today not only have to compete with domestic educational institutions only but also have to compete with educational institutions from abroad as well. Therefore, modern educational institutions must improve the quality management method and various environments Including the improvement of teaching styles, teaching methods, teaching materials through the Kaizen concept in order to create guidelines for further improvement, correction and development of educational institutions. Because Kaizen concept is about modifying, improving and developing work processes in the organization. It's a Japanese concept. The focus is gradual and continuous in a Japanese company or factory, but nowadays, the concept of Kaizen is not limited to factories or companies in Japan. Because the Kaizen concept has been adopted in many countries over the years. Especially the application of the Kaizen concept in all aspects of life, from self-development. To the development of work in educational institutions.

Introduction. In the modern world, competition that the external environment is constantly changing organizations need to adapt to survive. Strategic management is therefore important. Because no matter how large or small the organization is, they are all facing an ever-increasing competition. If the management has no skills and management strategies will not be able to lead the organization to survive. Therefore, in addition to the cost reduction policy or Lean organization, the strategy to increase work efficiency is one way that will help promote management. In order for the organization to be able to drive in the fast and furious competition field

Kaizen is a technical method and one idea which can help increase efficiency and the effectiveness of the work of the organization by the word Kaizen is a Japanese term meaning continuous improvement. If the meaning is separated by syllables, then two words can be separated: 1) Kai means change or change 2) Zen means good, good, so a change in a good direction. is to improve it In principle, in addition to Kaizen, it is to improve work by increasing work efficiency, Kaizen is also a technique for improving work by focusing on reducing work steps. to get both efficiency and higher efficiency by aiming to improve in every aspects of the organization to raise the level of work and the quality of life of people working in the workplace to be higher all the time

Improvements by Kaizen

General Functional Improvement Model often focus on major improvements which requires investment as the main or have to go through research and development (R&D: Research & Development), such as using new technologies or new tools and new processes The improvement of such characteristics is called innovation or innovation and is often the mission of the executive level or specialists in the field As for the general personnel, they are only those who maintain the condition of the establishment as specified. Which in fact maintaining an establishment is not an easy task. Because in most cases, good conditions tend to gradually decrease and will return to be better when the next innovation or S-Curve occurs and improve it continuously little by little Combined with a leapfrog improvement or Innovation (Anakamanee, 2005)

The principles for initiating the Kaizen concept consist of 1) Creativity. This is very helpful for troubleshooting because sometimes if we solve problems using simple reasoning as a direct solution, then the solution may be expensive and not worth it. And it may not have a good result. 2) Principle "Quit-Reduce-Change" consisting of 2.1) Quit means analyzing whether certain work procedures or existing things can be eliminated or not. By considering the necessity. 2.2) Reduce means considering whether there are any activities that must be done repeatedly if we cannot cancel those activities must

try to reduce the number of times in action so that you don't have to do the repetitive tasks together without any benefit. 2.3) Change is to consider that If unable to quit and reduce any activity. We may be able to change by changing the way of working, changing the material, changing direction or changing components, etc. (Yano, 1997).

Therefore, what must be considered in doing Kaizen is that Kaizen is considered as one of the corporate cultures it will take time to change and it's something that we all do in our daily lives. able to take what has been practiced into serious action and have more principles, with Kaizen helping to make work easier and reduce costs, but if doing it, the more complicated it will not be considered as Kaizen, especially when looking at the competition in today's era, Kaizen is an important factor in driving Executives must always create strategies in management, so strategic management in the form of Kaizen is widely used because it can be done easily And it helps reduce the cost of managing the work itself (Madmai, 2008).

Continuing educational institution quality management with Kaizen concept

Continuous educational institution quality management with the concept of Kaizen, especially In terms of teaching management there are both internal factors and external factors to consider, namely, 1) internal factors, namely improving classroom teaching and learning; 2) external factors, creating a better school environment. It contains the question what must be done to make it easier to transfer knowledge? And make the learners more interested because Kaizen in that school it is often filled with many principles of the Know-How rule in education that must be involved. The next question is how to create a better learning environment, i.e. Kaizen of creating an environment that will cause devotion to study to demand more learning and more efficient.

The Kaizen 8 Steps to make process improvement

1	Background
2	Current-state definition
3	Current-state analysis
4	Goals
5	Target-condition definition
6	Implementation plan
7	Check results
8	Follow up and standardise

Picture 1: *The Kaizen 8 Steps(Art,2018)*

1. Background: Lists the relevant information the audience and participants would need to know significance especially choosing a topic to do choosing the topic of the problem it is a phenomenon-based learning and problem-based learning with the goal of create awareness for students to understand the environment in teaching and learning.

2. Current-state definition: Depicts the situation in a graphical, visual manner for the audience to see, e.g., value-stream maps. The implementation plan allow students to set up an action plan with a timeline for solving problems step by step and clearly.

3. Current-state analysis: Various factors, e.g., lead time, service, performance, cost, features, etc., are collectively examined for improvement potential to understand the current condition of the school open for learners to search for knowledge related to the problem they want to study, emphasizing the Active Learning process by studying current problems or guidelines that others have studied both successful and not successful for learners to consider the connection between textbook and non-textbook knowledge, both within the community context and the context outside all relevant communities in order to be assembled to complete This will indicate the amount, importance, and finding in-depth information and collecting statistical data of problems that occur in many aspects.

4. Goals: Lists what is to be accomplished by when and specifies the levels of improvement to be obtained to set the goals allow students to define project indicators. (Measurement) and the desired

target or the goal to achieve specific, clear, reasonable, measurable results and according to the specified time frame.

5. Target-condition definition: Often included as a visual representation for what the new improved state should look like. This can be a visual image, a flow chart, data, or a comparative look at the desired target condition. To analyze the cause of the problem and take corrective measures Focus on students to analyze the cause of the problem which is an analysis of the root cause which resulted in that problem that such a problem. What are the cause and considering the cause to be corrected.

6. Implementation plan: There is often substantial work to be done. List the high-level details such as names, responsibilities, dates, and expected outcomes. The execute the plan Emphasis on students to solve problems according to the plan that has been laid out. However, the operation is in accordance with the time frame that has been set. To create a habit of keeping a contract (Commitment) to happen to the students.

7. Check results: A vital part of this routine, since improvement requires the demonstration of an improved state. Importantly, you are checking to see whether a new level of performance has been achieved to check and evaluate, focusing on students to check the results of problem solving. By comparing the project's success measure statistics before editing, after editing, referring to Step 4. From collecting data statistics to be compared before and after troubleshooting to show success when compared to that goal.

8. Follow up and standardize: List of actions must be taken to ensure results are sustained in the long run to implementation and review standards are set. Students are allowed to apply the above-mentioned measures to create standards. Then create a communication channel and training so that those involved are aware of the standards created lead to cooperation and assignment of roles to achieve the implementation of the specified standards in a sustainable way. It is considered to raise the standard of operation to remain systematically.

This will lead to the results of doing Kaizen as follows.

1. Learners have awareness understand the problems surrounding the environment both in school and in their own community more. It can also find problems and plan the corrective actions step by step

2. Learners have learned the process of learning to operate organization of educational environment and teaching and learning according to the Kaizen approach

3. Students can choose the issues they are interested in to implement the project by using the Kaizen 8 Steps approach in every step.

4. Learners are able to apply measures to solve the given problems come prepared as a standard in practice as a guideline for other learners who are interested in studying and applied further.

5. Learners have life skills able to work with others and responsible.

6. Learners have the courage to express themselves and leadership in activities. (Suratruangrong, 2011).

Successful results from the implementation of the Kaizen project in educational institutions for sustainable development using the Kaizen 8 Steps approach showed that 80 percent of the learners understood the process of learning to operate the project according to the Kaizen 8 Steps approach and 80 percent of the teachers. 80 as well, who have learned the process of implementing the project according to the Kaizen 8 Steps guideline in order to transfer knowledge and continue to work with students

The results of the evaluation showed that 1) The results of the confirmation of the appropriateness of the management model according to the Kaizen concept by experts showed that the management model was correct and the possibility of utilization Representing 100 percent 2) Teachers and parents of students They were satisfied with the management style according to the Kaizen concept at the highest level of satisfaction.

Conclusion. Applying Kaizen concepts to work development in educational institutions to lead to continuous educational institution quality management with the concept of Kaizen is a challenge for modern educational administrators. In order to raise the quality of educational institutions that today not only have to compete with domestic educational institutions only but also have to compete with educational institutions from abroad as well. Therefore, modern educational institutions must improve the quality. management method and various environments Including improving teaching styles, teaching methods, teaching materials through the Kaizen concept to create guidelines for improving, correcting and developing educational institutions.

Because the concept of Kaizen is to modify, improve and develop work processes in the organization. It's a Japanese concept. The focus is gradual and continuously in a Japanese company or factory but nowadays, the concept of Kaizen is not limited to factories or companies in Japan. Because the Kaizen concept has been adopted in many countries over the years. Especially the application of the Kaizen concept in all aspects of life, from self-development. Until the development of work in the school itself.

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