



The Application Of Human Resources Management: A Case Study In The Library Of The High School Of Agricultural Science-Agrobusiness Plants In Medan (STIP-AP)

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ABSTRACT

This study discusses the Application of Human Resource Management: A Case Study in the Library of the College of Agricultural Sciences-Agrobusiness Plantation in Medan. The purpose of this study was to determine the application and barriers to the application of human resource management in the Library of the College of Agricultural Sciences-Agrobusiness Plantation in Medan. The research method used is field research which is descriptive qualitative in nature. Using data collection techniques through observation, interviews and documentation. The informants in this study were librarians and staff at the Library of the College of Agricultural Sciences-Agrobusiness Plantation in Medan. The results showed that the implementation of human resource management in the STIP-AP Medan Library in general, library members were determined by the Deputy Chairman 2 as the Finance and HR Division at STIP-AP Medan. For the application of HR management in the job description made by the Head of the Library, based on a meeting with the staff of the STIP-AP Library, the results of the meeting were then proposed to Deputy Chair 1

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1. INTRODUCTION

Human resources are the main element in a library, therefore it is necessary to do a good human resource management. A proper library is to provide human resources who will be able to drive all library activities, both in terms of service, processing and other activities in the library. HR management is needed in planning, organizing, mobilizing, and supervising librarians and existing employees.

Human resources are the only resources that have reason, feeling, desire, ability, skill, knowledge, drive, power, and work. All potential human resources are very influential on the

efforts of an organization in achieving its goals (Gomes, 2003, p. 26). From this opinion, it can be seen that human resources are the most dominant resources when compared to other resources, such as collections, facilities and infrastructure, services and financial resources. Human resources in the library must also be managed, before managing HR, they must first plan their HR management in order to produce quality human resources who have high abilities so that they can make a big contribution to the achievement of higher education.

In essence, in managing an organization, libraries are no exception, a management activity is needed, one of which is HR management which is needed in library management, especially in managing, regulating and managing existing human resources to achieve library goals. Libraries will be able to run well, effectively and efficiently if there is good human resource management. Good HR management is one that emphasizes the ability to spur human resources as members of the organization to be able to provide the best results and services. If HR management is not implemented properly, the management, use and utilization of other resources will become ineffective.

In HR management, the main functions of management are generally applied. A simple and applicable HR management function in library organizations is the function proposed by George Terry, namely Planning, Organizing, Actuating, and Controlling, known by the abbreviation POAC. Planning is planning for future activities. Organizing or organizing organizes every activity and resource with the aim of being well organized. Actuating or actuating is the implementation with full responsibility in accordance with the planning and leads to the achievement of goals. Controlling or supervision is carried out so that the movement is always in accordance with the plan and always leads to the predetermined goals.

A library can be defined as a collection of books or a physical building as a place where books are collected and arranged according to a certain system for the benefit of the user. Libraries are divided into several types, one of which is university libraries, which are libraries built by universities (universities, institutes, high schools, academies) which aim to meet the information needs of the academic community and the general public that are managed professionally. With the existence of HR management in the university library, the existing human resources can work optimally to meet the information needs of users and the university itself.

The Library of the College of Agricultural Sciences-Agribusiness Plantation Medan (STIP-AP) is a library owned by the College of Agricultural Sciences-Agribusiness Plantation Medan. The STIP-AP library serves internally, namely STIP-AP students, STIP-AP lecturers, LPP teaching staff, LPP employees and STIP-AP employees. Meanwhile, externals are course/training participants, external students, the community and other institutions. The STIP-AP Library's current collection is approximately 7,159 titles and 11,668 copies of printed library materials. To find library collections, a search facility is provided in an online catalog, namely OPAC (Online Public Access Catalog).

STIP-AP library currently has limited human resources. This can be seen from the lack of staff who handle the main activities of the library. The STIP-AP library is managed by 4 (four) human resources, of which only 2 (two) have had formal education in the Department of Library Science, so that the performance results are less than optimal in carrying out the job descriptions given by the head of the library. Library human resources are very important because they relate directly to and interact directly with users. This activity concerns the problem of library imagery. Whether or not a library is good is related to how the library's human resource services are provided to users.

Apart from doing library work, library staff sometimes also help with the work of the STIP-AP education department because the library is under the same coordination as the education department. This condition can cause a tug of war between library staff and education staff in prioritizing their work.

2. RESEARCH METHODE

This research is a qualitative descriptive field research, which describes systematically, factually, and accurately on a treatment in a certain area regarding understanding based on observations of an aspect, then describes national reality as subjective reality through qualitative analysis techniques (Tiro, 2009, p. 123). The research conducted by the researcher with this qualitative descriptive analysis provides an overview/information about the problem under study, concerning the data and the discussion using words through interviews from several library staff of the Medan Plantation Agricultural-Agribusiness College, in order to find out optimally how to respond. librarians on the application of human resource management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan.

The data collection technique used in qualitative research is a technique that allows detailed data to be obtained in a relatively long time (Maryadi, 2010, p. 14). To get detailed and valid data results, the data collection techniques used are observation, interview and documentation.

3. RESULT AND ANALYSIS

The Library of the College of Agriculture-Agribusiness Plantation (STIP-AP) was previously named the Library of the Plantation Education Institute (LPP) Medan Campus which was established in 1985, which is located on Jalan Williem Iskandar or Jalan Pancing Number 1 Sampali Medan. Initially the location of the LPP Medan Campus Library was located in the front yard of the Medan Campus LPP complex, but its position was less strategic, causing library users to be reluctant to come to visit the library. In 1995 the LPP Medan Campus Library moved to a new building with a library area of 600 M² and is located in the middle of the campus, making it easy for visitors to reach. In 2005 the LPP Medan Campus Library was taken over by the management, namely the College of Agriculture-Agribusiness Plantation (STIP-AP) and the name of the library changed to STIP-AP Library.

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The management of the STIP-AP Medan Library's HR is from the STIP-AP, especially the vice chairpersons for finance and HR (those who manage and place employees according to their fields/duties). For the arrangement of job descriptions made by the Head of the Library, based on a meeting with the staff/employees of the STIP-AP library, the results of the meeting are then proposed to the top (vice chairman 1 for Academic Affairs), then these results will be submitted to the deputy chairman 2 for approval.

The number of librarians in the STIP-AP Library is 4, which in terms of the implementation of activities in influencing the results, so in the library it will be easier and more satisfying if the human resources from the field of Library Science are at least in accordance with the competition. Meanwhile, there are only 2 employees in the STIP-AP Library who graduated from Library Science education and 2 more graduated from Computer Science and Law Degree education who did not understand at all about Libraries. Therefore, the results certainly affect the work in the STIP-AP Library where the performance results are less than optimal in

fulfilling the work as expected. According to Mr. Sunyianto, if someone graduated from Library Science education, he would know how the philosophy of the library is, namely knowing how to serve users, manage collections, and so on related to the library.

Not all of the human resources in the STIP-AP Library have an educational background in Library Science, so in terms of work, it is very influential because people who do not have an educational background in Library Science certainly don't know how the process of managing the library is. This is in accordance with the opinion (Nugrahani, 2017, p. 13) which says that the development of university library human resources must be carried out to produce quality human resources. HR development is prioritized on increasing knowledge, abilities, skills (both hard skills and soft skills), and attitudes, behavior, personality (attitude). Thus, library staff will understand the realm of the library and understand what their duties and responsibilities.

The application of human resource management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan based on managerial functions is as follows:

- a. **Human Resource Management Planning in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan.** STIP-AP library always makes work program plans and budget programs. Planning is the initial foundation in HR management in the STIP-AP library, namely planning for the procurement of library human resources in accordance with the work needs in the library, especially library science graduates, especially regarding library accreditation where human resources in the library are still lacking and really need people who are competent in the field of science Library. This statement is in accordance with the theory of (Rivai, 2005, p. 53) which states that the HR Plan is the basis for the preparation of work programs that handle HR in the company. Human resource planning is planning the workforce to suit the needs of the company as well as being effective and efficient in helping the realization of goals. Human resource planning is to establish programs for organizing, compensating, directing, controlling, procuring, developing, integrating, maintaining, disciplining, and terminating employees (Hasibuan, 2001, p. 247). Thus, planning is the first step before carrying out other management processes. Without planning, the organization's goals will not run optimally.
- b. **Organizing Human Resource Management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan.** STIP-AP library carries out organizing activities in implementing managerial programs. Organization in STIP-AP includes the division of labor based on the organizational structure. So that it can be seen that the head of the library has the authority to be responsible and complete tasks assisted by library staff. This is in accordance with the theory (Elbadiansyah, 2019, p. 5) which states that organizing is dividing large activities into small activities, by dividing each task so that it can be done easily to achieve the goals of an organization or company.
- c. **Movement of Human Resource Management in the Library of the College of Agricultural Sciences-Plantation Agribusiness Medan.** Movements in HR management at STIP-AP are carried out to carry out tasks according to the jobdes of each staff in accordance with educational qualifications and abilities. This is in line with the statement (Indrawan, 2015, p. 4), which states that movement is a person's ability to provide excitement, activity, understanding so that others want to support and work voluntarily to achieve organizational goals/educational institutions in accordance with the tasks assigned. to her.
- d. **Supervision of Human Resource Management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan.** Supervision in STIP-AP library

management is carried out on human resources related to supervision carried out by vice chairman 1 and reports on the implementation of library activities made by the head of the library. Supervision at STIP-AP is carried out in order to minimize deviations that occur. This is in accordance with Sutarno's opinion in (NS, 2004, p. 158) which says that with supervision, it is hoped that there will be no errors or irregularities. Supervision carried out by superiors on subordinates is in carrying out all activities, using organizational resources.

Barriers to the Implementation of Human Resource Management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan

The obstacle faced in implementing HR Management in STIP-AP Libraries is managing people who do not have an educational background in Library Science, because they do not necessarily want to learn about Library Science. This is also experienced by the Library of SMA Negeri 1 Pangkajene, in Zulkifli's research (2016) which states that human resource management cannot be separated from obstacles, namely: Development planning which sometimes not all can be implemented; Limited human resources in the library; There are obstacles that are sometimes faced by library leaders in directing and moving their staff. This happens because there is still a lack of library staff who have a background in library science. However, in an organization there must be a solution to the obstacles or obstacles experienced.

To overcome human resources who do not have an educational background in Library Science where when employees are first placed in the library, meetings about work are held (jobdes that have been made by the head of the library and then submitted to employees). . To overcome this, the librarian never gets bored/stops to provide guidance or suggestions for improvement. If the employee has made a fatal error, it will be handed over to the deputy chairman 1, which is in accordance with the STIP-AP library structure.

4. CONCLUSION

Based on the results of research conducted by researchers at the Library of the College of Agricultural Sciences-Agrobusiness Plantation Medan, the following conclusions can be drawn:

1. Implementation of human resource management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan has been carried out consistently. This can be seen from the planning description/work program which is made once a year. Implementation of the organization is carried out by the head of the library by dividing the job description to the library staff, in carrying out the job description the head of the library moves the staff in doing their work, by providing direction, motivation and communicating with the library staff. In order for the implementation of human resource management to be carried out properly, the head of the library supervises and observes the performance of the staff in carrying out their duties so that there are no deviations.
2. Obstacles in the application of human resource management in the Library of the College of Agricultural Sciences-Agribusiness Plantation Medan are human resources with non-Library Science educational backgrounds, so that the determination of librarians is not based on existing standards and the results of performance are less than optimal in carrying out descriptions work.

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