

Analysis on the Current Situation and Improvement Strategies of Administrative Team Construction in Higher Vocational Colleges from the Perspective of Incentive Theory

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Abstract: The key to the quality of talent cultivation in higher vocational colleges is the construction of teaching staff. Effectively improving the quality and efficiency of teachers' work is an important subject of teacher management. With the rapid development of vocational education and the continuous expansion of the scale of running schools, the administrative management of higher vocational colleges is becoming more and more important. In the development of Higher Vocational colleges, the administrative team is also an important force to improve the quality of colleges and universities. We should fully understand the importance of strengthening the construction of administrative teams in higher vocational colleges. With the economic development and social progress, teachers' salary and treatment have been greatly improved. While meeting basic needs, teachers are more pursuing career achievement, satisfaction, peer recognition and respect. Only by paying attention to the work quality of the basic administrative staff in higher vocational colleges and designing a feasible incentive mechanism can the basic administrative staff have a sense of responsibility and mission for the development of higher vocational colleges.

1. Introduction

Higher vocational education is changing from scale expansion to connotation promotion. Higher vocational colleges are all faced with the fundamental task of improving quality and setting up characteristics [1]. The mass organization of college students under the leadership of the Party is an important force to strengthen and improve the ideological and political education of college students. Student cadres are the bridge and link between the majority of students and school teachers [2]. Higher vocational education should turn to a new era of connotation development that comprehensively improves the quality of education and teaching and pays attention to benefits. In this context, the development of higher vocational colleges must be scientific and professional [3]. Higher vocational education is in a period of rapid development. Higher vocational colleges pay more attention to the construction and management of teachers while expanding the scale of running schools, and encourage teachers to participate in connotation construction projects such as personnel training mode reform, curriculum reform and educational teaching method reform [4]. With the rapid development of the times, the current work of student cadres in higher vocational colleges has exposed various problems. Strengthening and reforming the new situation, the management of student cadres in higher vocational colleges is of great significance and far-reaching. As a cradle for cultivating new applied skill talents, higher vocational colleges shoulder the mission of cultivating talents that meet the needs of enterprises and meet the quality of their positions [5]. How to cultivate a group of skilled talents with excellent skills and practical skills is an unprecedented urgent and urgent problem facing higher vocational education.

In the reform and development of higher vocational colleges, the construction of the teaching staff has been highly valued, and almost all institutions have various plans and measures. The construction of the administrative team in higher vocational colleges has also changed from the original neglected state. As the management hub of the school, it is imperative to improve the scientific management level of the administrative team [6]. With the economic development and social progress, teachers' remuneration packages have been greatly improved. While satisfying

basic needs, and pursuing career accomplishment, satisfaction, peer recognition and respect, the incentive mechanism based on material incentives can not meet the multi-faceted needs of teachers [7]. Most schools widely adopt quantitative assessment methods in the system incentive strategy, and use quantitative indicators to measure the effectiveness of teachers' work, which to some extent strengthens the fairness, transparency and measurability of work performance assessment [8]. In the development of higher vocational colleges, the administrative team is also an important force that decides the colleges to improve their quality and set up their own characteristics. Only by paying attention to the work quality of the basic administrative staff in higher vocational colleges and designing a feasible incentive mechanism can the basic administrative staff have a sense of responsibility and mission for the development of higher vocational colleges.

2. Problems in the Construction of Administrative Team in Higher Vocational Colleges

At present, the most prominent problems of student cadres in higher vocational colleges are weak sense of service and lack of organizational discipline, which are more than half of the total. The basic task of higher vocational colleges is to train talents. The central task is to teach, but the importance of administrative management in Colleges and universities must not be neglected. Many higher vocational colleges have formed a teaching and scientific research-oriented atmosphere, completely ignoring the construction of school administrative team. This kind of atmosphere also directly affects the administrative staff's attention to management posts, and even feels that there is no need for professional knowledge at all. Most of the public higher vocational colleges are superimposed by the number of administrators and workers in many schools, which leads to the general overwhelming number of administrators, some even close to the number of full-time teachers. As front-line workers in higher vocational colleges, administrative personnel also need effective incentive mechanism as a guarantee, and under the stimulation of this incentive mechanism, realize continuous improvement of work efficiency. The number of affairs to be handled by each administrative staff increases accordingly, which requires them to have a global view, to fully understand their job functions, and to be familiar with each process of handling affairs in their jobs.

Many higher vocational colleges have not set up a mechanism for the overall deployment of personnel. Once there is a shortage of personnel, the work pressure and psychological pressure of on-the-job administrative personnel must be increased. In the process of management, higher vocational colleges focus on teaching and scientific research, and set up many incentive measures, such as excellent teachers, scientific research awards, skills competitions, etc., but lack of diversified incentives for administrative personnel. In addition to their own efforts, the external environment is also a very important factor in the growth of student cadres. Some managerial posts have no title to evaluate, no corresponding treatment and development space, affecting the enthusiasm of work, but also to a certain extent, affecting the management level and quality of Higher Vocational colleges. The design of the standard embodies the emphasis on both scientific research and teaching. According to different teaching posts and work contents, it reasonably designs the target of basic work quantity and work quality, measurable evaluation criteria and scientific and reliable assessment methods. The imperfect system leads to the incentive mechanism is difficult to have a positive and positive incentive effect on the administrative staff of Higher Vocational colleges.

Administrators, who hold two posts, carry out all kinds of school rules and regulations as administrators, and also undertake the service of teachers and students. Many schools do not pay enough attention to administrative work. They only attach importance to the construction and training of teachers. They believe that teaching is the first and ignore the training of skills and qualities of administrative educational staff. Health care factors refer to those factors that cause employees' dissatisfaction. Their improvement can relieve employees' dissatisfaction, but can not satisfy employees and stimulate their enthusiasm. When the goal is determined, people will begin to carry out a series of activities to meet the needs. In the process from the need to the realization of the goal, it is not a single-line process, but a continuous process of improvement [9]. With the

reform and development of higher vocational colleges, the importance of administrative work has become increasingly prominent, and the requirements for administrative services have also increased accordingly. Administrative personnel are facing great challenges. The general understanding of the theory and training objectives of higher vocational education is not enough, and the lack of advanced management awareness and reasonable knowledge structure required by modern management positions make the management work remain at a low level, empirical and inefficient situation.

3. Countermeasures and Suggestions

3.1. Establishing scientific higher vocational management concept

Every individual needs to absorb new things constantly. After an employee works in the same position for two or three years, the freshness and passion of the job will decrease year by year. Internal incentive is the sum of the incentive effect of a job and the incentive effect of completing the job, including the final impact of interest, achievement, etc. on people's behavior. There are scholars, famous teachers and advanced facilities and equipment in an institution. If there is no high-quality and efficient management team to organize, coordinate and serve, it is also difficult to cultivate high-quality talents [10]. To strengthen the training of young and middle-aged administrative workers, through certain assessment methods, excellent managers should be combined and utilized to form the core of the management team and play a key role in stabilizing the team. Through the construction of the guarantee incentive system, teachers' dissatisfaction with teaching caused by insufficient guarantee can be eliminated as far as possible, so as to maintain teachers' continuous and stable work enthusiasm and satisfaction. We should strengthen ideological education of grass-roots administrators in Higher Vocational Colleges and set up incentive and restraint mechanism so as to ensure the effective implementation of incentive mechanism in Higher Vocational colleges.

3.2. Combination of external and internal incentives

Teachers are a group with high-level literacy and intelligence. On the one hand, they want to get equal pay for their work, on the other hand, they want to get recognition and respect while they pay for their work and get achievements. According to the personal qualities, specialties and training orientation of administrative personnel, appropriate posts should be selected for communication, so as to achieve the optimization and rational allocation of personnel and posts. When internal incentives are applied to student cadres in Higher Vocational colleges, correct and rational guidance should be given to them so as to mobilize their high-level needs. Objective management is a kind of management philosophy, which emphasizes the transformation of organizational goals into specific goals of groups and individuals in an organization. All goals form an interrelated whole. The overall incentive is the incentive to the collective and organization where the student cadres are located, which mainly highlights the functions of the groups, while the individual incentive here refers to the individual student cadres and mainly highlights their individual responsibilities. To comprehensively promote the improvement of the basic quality and professional level of the administrative staff in higher vocational colleges, it is necessary to strengthen the team learning of the administrative staff.

In the aspect of administrative performance evaluation, higher vocational colleges should be able to deepen the evaluation content from various aspects and angles and collect information extensively. If work can make people give full play to their strengths and like this kind of work, then work itself is an incentive, which can maintain people's motivation level for a long time. The managers of higher vocational colleges should deeply understand and master the development law of higher vocational education and the operation law of management itself, and comprehensively analyze the internal and external environment of the school. Rehiring according to the needs of schools, giving full play to their superiority in policy and management level, giving full play to their management wisdom and organizational ability, can also alleviate the work pressure of

management departments accordingly. Improving the overall level of administrative management in Higher Vocational Colleges and giving full play to the individual abilities of faculty members are generally considered very necessary in the process of implementing performance management in Higher Vocational colleges. In practice, teachers'committees composed of professors and other representatives of teachers with good personality and prestige can be established to participate in important school decision-making, support and encourage teachers to rely on schools and actively participate in social service activities.

4. Conclusion

Man is the most active element of labor. The enthusiasm and effectiveness of teachers'work are the lasting motive force for the development of schools. Higher vocational colleges must establish an effective incentive system in the construction and management of teachers. Doing a good job in the construction of administrative management team in higher vocational colleges has an important impact on the healthy and long-term development of Higher Vocational colleges. Higher vocational colleges should be fully aware of the problems existing in the construction of administrative staff, take effective measures in time to fully stimulate the enthusiasm of administrative staff and mobilize their subjective initiative. Higher vocational colleges should pay attention to cultivating the professional self-identity of managers at all levels, and should affirm the important role of their work in the development of colleges. Scientific use of material and spiritual reward mechanisms, instant and long-term reward mechanisms, training mechanisms and promotion of the remuneration of grass-roots administrative personnel in higher vocational colleges can stimulate the enthusiasm of grass-roots administrative personnel. Only by cultivating the administrative staff's sense of identity to their profession can they be more confident and actively involved in the administrative work of colleges and universities, thus promoting the sustained and healthy development of colleges and universities.

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