DESIGN STRUCTURE OF NON EDUCATIVE EMPLOYEES PERFORMANCE MONITORING AND REPORTING INFORMATION SYSTEM IN FACULTY OF INFORMATION TECHNOLOGY

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Abstract

The Quality of education produced by the college can not be separated from the participation of academic and non academic staff in providing education services and technical service support also in administration for the students. In technical and administrative activities must involve the various sections within the faculty. So, the quality services is largerly determined by the performance of every part of the faculty. While the productivity performance of employees on each part is influenced by various factors. Therefore, The Faculty need a performance measurement system for non-academic staff in order to provide performance measurement that appropriate by the work load and where departement of each employee work for.

The way that can be used for employee performance measurement system can be run is by making performance measurement information system for non-educational staff in the faculty. The application is built using PHP Programming language and using MYSQL database.

The method used in the development for the performance measurement system is UPM (Unified Process Model) which consists of four phase, The Early phase, The Expansion Phase (Elaboration), Construction Phase and Transition Phase by using standart documentation on ReadySET.
With a performance measurement system, every employee was able to complete each deficiency and be able to develop the potential of self-owned. The Self-development that is expected eventually to affect the outcome of work which greatly affect the achievement of goals, vision and mission of the Faculty of Information Technology, and can assist the parties to stakeholders of the faculty in assessing the work of every employee.

Keywords: Information System, Reporting, Questionnaire, Performance, Employee, UPM Method