

BASIC PRINCIPLES OF ISLAMIC EDUCATION MANAGEMENT

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Abstract :

The basic principles of Islamic Education Management contain various flexible general principles so that they are in line with good progress and development. These principles are what distinguish between general education management and Islamic education management. The purpose of this study is to explain the basic principles of management in Islamic Education. The research method used is qualitative with a literature study approach. This study was conducted using a number of data and information derived from the results of the literature which were then presented with new results. The results of the study indicate that Islamic Education Management contained in the Al-Quran and its relevance to life in the Industrial Revolution 4.0 Era is the principle of sincerity, honesty, trustworthiness and justice. One of the basic principles that is no less important in Islamic Education Management is the nature of justice in schools, students must be instilled with the values of Islamic education, namely multicultural Islamic education as a basis or foundation that is incorporated in this Islamic Education Management, the theory of justice can be utilized.

Keywords : Basic; Principles of Management; Islamic Education

Abstrak :

Pencarian kebenaran ilmiah dalam manajemen pendidikan Islam bertujuan untuk menghasilkan pengetahuan yang bermanfaat dan bermanfaat bagi pengembangan pendidikan Islam yang berkualitas tinggi. Oleh karena itu, pemahaman yang mendalam tentang apa itu kebenaran, standar kebenaran ilmiah, dan metodologi penelitian ilmiah menjadi landasan yang kuat untuk pengembangan ilmu pengetahuan dalam konteks pendidikan Islam. Tujuan penelitian ini adalah untuk menjelaskan dasar-dasar prinsip manajemen dalam Pendidikan Islam. Metode penelitian yang digunakan adalah kualitatif dengan pendekatan studi kepustakaan. Penelitian ini dilakukan dengan menggunakan sejumlah data dan informasi yang berasal dari hasil kepustakaan yang kemudian disajikan dengan hasil yang baru. Hasil penelitian menunjukkan bahwa Prinsip ikhlas, jujur, amanah, dan adil adalah manajemen pendidikan Islam yang ditemukan dalam Al-Quran. Prinsip utama manajemen pendidikan Islam adalah sekolah harus adil. Nilai-nilai pendidikan Islam multikultural harus ditanamkan pada siswa dan digunakan sebagai dasar untuk manajemen pendidikan Islam. Teori keadilan dapat digunakan dalam manajemen pendidikan Islam.

Kata Kunci: Basic; Principles of Management; Islamic Education

INTRODUCTION

The word "management" comes from Latin, where "manus" means "hand" and "agree" means "to do". The word will be manager, which means to handle, if combined. However, in Arabic, management is interpreted as "idarah", which comes from the word "adaara", which means "to organize" (Purnomo, 2020). But in English, "management" comes from "management", which means "to take care of, organize, implement, manage, and treat." (Salam et al., 2023). The nouns "management" and "manager" come from the same origin, and both refer to individuals who are responsible for carrying out management tasks. Ultimately, the word "management" in Indonesian means "management" or "management". In the Indonesian Dictionary, "management itself" means the process of using resources effectively to achieve predetermined goals or the effective use of resources to achieve predetermined goals (Nurmayuli et al., 2023). Meanwhile, the definition of management in the Al-Quran is contained in Surah As-Sajdah Verse 5 as follows:

يُدَبِّرُ الْأَمْرَ مِنَ السَّمَاءِ إِلَى الْأَرْضِ ثُمَّ يَعْرُجُ إِلَيْهِ فِي يَوْمٍ كَانَ مِقْدَارُهُ أَلْفَ سَنَةٍ مِمَّا تَعُدُّونَ

Meaning: *He regulates all affairs from the heavens to the earth, then they ascend to Him in a Day the length of which is a thousand years of what you reckon.*

It is possible that Allah SWT is the organizer of the universe Al-Mudabbir, or the manager, because the verse above talks about management. This is related to the order of this universe, which is evidence of the greatness of Allah SWT in managing nature. However, because humans were created by Allah SWT to function as caliphs or leaders on this Earth, they must manage the Earth as well as possible as He manages this universe. In fact, the term "management" refers to the process of carrying out tasks effectively with the help and assistance of others (Annisyaroh, 2022).

Terry (Western Scientist) said that management is a clear process consisting of planning, organizing, implementing, and controlling actions carried out to determine and implement predetermined goals using humans and other resources (Faisal et al., 2021).

To distinguish overall educational management from Islamic educational management, the basic principles of Islamic educational management consist of various general principles that can be adjusted so that they can follow good progress and development. Several Islamic education experts, such as Ramayulis, argue that the principles of Islamic educational management are eight: sincere, honest, trustworthy, fair, responsible, dynamic, practical, and flexible (Nurhayati & Rosadi, 2022). However, according to Langgulung, there are seven principles of Islamic educational management: faith and morals, justice and equality, deliberation, division of work and responsibility, adhering to management functions, socializing, and sincerity (Januariani & Efendi, 2023). To ensure that the basic principles of Islamic Educational Management can be applied effectively in educational institutions such as schools, madrasahs, and Islamic boarding schools, an in-depth discussion on this topic is needed.

RESEARCH METHOD

Qualitative research is a type of research that uses discovery procedures, although not carried out with quantification or statistical procedures, as shown by Strauss and Corbin in 1990 (Turrohma & Alwis, 2024). Library research is a type of research that uses data and information from library results to produce new findings. In other words, library research uses data and information from library results as a basis for continuing this research. A new theoretical framework is expected to be created as a basis for solving research problems using the principle of deduction derived from previously existing knowledge (Frarera et al., 2022). The author used two research sources to obtain information for this study. The first source is the writings of scientists on Islamic philosophy and science; the second source is writing related to the definition of truth, the theory of truth, and the nature of truth itself (Pitri et al., 2022). In this work, researchers and authors play a direct role as research tools. It is expected that researchers can carry out the research process, solve problems related to the material discussed, and then convey the results of in-depth research.

FINDINGS AND DISCUSSION

Understanding Management Principles

Planning, organizing, directing, controlling, and evaluating resources (such as people, money, time, and materials) to achieve organizational goals effectively and efficiently is called management. Management principles may vary according to the type of organization, its environment, and situation, but they provide a basic framework for managers to manage their organizations well and help them make decisions (Ahyani et al., 2021). Management principles are the outline of rules that a manager must follow when carrying out their duties as a manager. Henry Fayol, a French industrialist, said that management principles must be flexible so that they can be adapted to specific circumstances (Siregar et al., 2023).

Principles of Management

In the field of management, Henry Fayol put forward 14 general principles, which include the following (Sondari & Anwar, 2020): 1) Division of Work, in order for the implementation of tasks to run effectively, the division of tasks must be adjusted to the abilities and expertise. Therefore, the principle of "the right person in the right place" must be applied when hiring employees. The division of work must be objective and rational rather than emotional and subjective based on likes and dislikes. The principle of "the right person in the right place" ensures stability, smoothness, and efficiency in the workplace. Proper division of labor is essential to managing work. An experienced manager will place the division of labor as the basis for other principles. 2) Authority and Responsibility, every worker has the authority to do what they have to do, and every authority is followed by accountability. Every job must be able to provide accountability that is in accordance with their authority. Therefore, less authority means less accountability, and vice versa. Top managers are the ones most responsible for the failure of a business. Because they have the highest authority, the failure of the business does not lie with its employees, but with its top leadership. If top managers do not have the necessary expertise and leadership,

the authority they have will backfire.

3) Discipline, the feeling of obedience and compliance to the work given to someone is known as discipline. The authority holder must be able to instill discipline in themselves so that they have responsibility for the work according to the authority they have because this discipline is closely related to authority. If authority does not run properly, discipline will be lost; 4) Unity of Command; In order for them to do their jobs well, employees must pay attention to the principle of unity of command. Employees must be aware of who they are responsible to according to the authority given to them. If another manager gives orders to an employee, it will disrupt the flow of authority and responsibility and the division of labor.

5) Unity of Direction, Employees must be directed towards their goals while carrying out their tasks and responsibilities. Division of labor is closely related to unity of direction. Unity of command and direction depend on each other. It is possible that two commands in the process of carrying out a task will lead to opposite directions. Therefore, there is a clear workflow where employees are authorized to complete tasks and to whom they must know the limits of their authority and responsibility so that mistakes do not occur. Apart from division of labor, authority and responsibility, discipline, and unity of command, the implementation of unity of direction cannot be carried out.

6) Prioritize the interests of the organization above personal interests, All workers must sacrifice the interests of the organization for their own interests. This is very important to ensure that every task runs smoothly so that the goals can be achieved successfully. If they realize that the success of the organization depends on their personal interests, they can dedicate their personal interests to the interests of the organization. When every employee is satisfied with their work and has a high level of discipline, they can dedicate their personal interests to the interests of the organization.

7) Employee Payroll, For employees, salary or wages are compensation that determines how smoothly they work. If an employee is haunted by feelings of anxiety and deprivation, they will find it difficult to concentrate on their tasks

and obligations, which can lead to imperfections in work. Therefore, the principle of salary must consider how to make employees calm while working. The salary system must be considered to improve discipline and work spirit so that employees compete to achieve better results. To avoid lethargy and possible indiscipline in the workplace, it is necessary to apply both the principle of more wages for better performance and the principle of equal wages for equal performance.

8) Centralization, Centralization of authority leads to centralization of responsibility. Top managers or individuals with the highest authority are responsible for the final task. Centralization does not mean having the power to use authority; it means avoiding the distinction between authority and responsibility. The principle of delegation of authority, also known as centralization of authority, remains.

9) Hierarchy (Levels), The existence of superiors and subordinates arises from the division of labor; if this division covers a large enough area, a hierarchy will be formed. Each worker will know to whom they are responsible and from whom they get orders because this hierarchy begins with the top manager, who has the highest authority, and goes down; 10) Order, Discipline and order are very important to achieve goals because basically no one can work in tense or chaotic conditions.

11) Justice and Honesty, Justice and honesty are the prerequisites for achieving goals. Justice and honesty are closely related to employee morale, and since superiors have the highest authority, justice and honesty must be upheld from the top. Fair and honest supervisors will make the best use of their power to provide justice and honesty to their subordinates; 12) Stability of Employee Conditions, Employee stability must be maintained as well as possible in every activity so that everything runs smoothly. Regularity of activities and good work discipline ensure employee stability. As a social being with culture, humans have thoughts, feelings, and desires. A person will experience shocks in working if their desires are not fulfilled because of feelings of pressure and chaotic thoughts.

13) Initiative, Initiative comes from someone who uses his/her thinking

power. Initiative creates a desire to do something useful to complete a task as well as possible. Therefore, a person's will, feelings, thoughts, skills, and experiences are included in the initiative. Therefore, employee efforts must be appreciated. Because everyone needs appreciation, initiative means appreciating others. One way to stop employee enthusiasm is to reject their initiative. Therefore, a smart manager will welcome ideas made by his/her employees.

14) Spirit of Unity and Corps Spirit, every employee must have a sense of unity, or a sense of shared destiny, so that they can work together well. If every employee realizes that they are important to other employees and are very much needed by them, there will be a spirit of cooperation. The spirit of unity, or esprit de corp, can be produced by a firm manager. Conversely, a manager who is too firm will cause friction de corp (division within the corp) and disaster.

Frederick W. Taylor said in his book "The Principles of Scientific Management" that productivity can be increased by optimizing and simplifying work. In addition, he proposed that managers and employees should work together. The four principles of scientific management were first developed by Taylor (Asrita et al., 2022). The four principles known as "Taylorism" are: Scientific Method Development (Finding scientific methods to complete tasks), Employee Selection and Training (Matching positions with the right employees and providing appropriate training), Supervision and Control (Close supervision to ensure that tasks are carried out correctly), and Incentives (If employees achieve production targets, they will be given incentives) (Hidayah et al., 2021).

Management Principles According to Peter Drucker (Anwar et al., 2023): Emphasis on Results (Evaluation of success is based on the results achieved by the organization), Management Objectives (MBO) (Setting clear goals and measuring performance based on achieving those goals), Rational Decision Making (Data and analysis are used to make rational decisions), and Environmental Understanding (Understanding how the external environment is changing and adjusting the organization as changes occur).

In *Dynamic Administration: The Collected Papers of Mary Parker Follett*, Mary Parker Follett stated the principles of management as follows (Putra et al.,

2023): Integration of Interests (Seeking solutions that benefit all parties), Cooperative Power (Encouraging cooperation and shared ownership of decisions), and Productive Conflict (Conflict can be used as an opportunity to innovate and improve).

Principles of Management According to Chester I. Barnard (Listiowaty, 2020): Employee Dependence (Recognizing that employees have complete freedom to choose whether to follow or reject management directives), and Effective Communication (It is essential to influence employees).

Management principles are guidelines and frameworks that can be adapted to situations and environmental changes. Modern management principles continue to evolve because they combine ideas from various experts (Sholeh & Efendi, 2023).

Principles of Islamic Educational Management

The principles of Islamic education management can be described as a foundation; if described as a building, management is the foundation; if the foundation is strong, then the building is sturdy and strong. The principle of management is a principle, basis, or rule that is the basis for thinking or carrying out activities. Thus, the principle of management is a principle, basis, or rule that can be used as a guideline in carrying out the duties of a leader to achieve the highest possible balance in the process of achieving goals (Arifudin et al., 2021).

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management are as follows (Jauhari, 2021); sincere, honest, trust, fair, and responsibility.

The principle of sincerity encourages us to do our best, even though what we have is not comparable to what we get in the world, because we believe that what we do is purely worship and we hope for Allah's pleasure.

قُلْ أَمَرَ رَبِّي بِالْقِسْطِ وَأَقِيمُوا وُجُوهَكُمْ عِندَ كُلِّ مَسْجِدٍ وَادْعُوهُ مُخْلِصِينَ لَهُ الدِّينَ ۗ كَمَا بَدَأَكُمْ تَعُودُونَ ۗ

Meaning: "Say (Prophet Muhammad), "My God commanded me to act justly. Turn your face (to Allah) in every mosque and pray to Him in complete obedience to Him. You will return to Him as He created you in the beginning." (Q.S. Al-A'raf verse 29)

From the meaning of this verse, we can learn that in doing something we must be sincere because we hope for Allah's pleasure alone, and we must be sure that whatever we do with sincerity will get a reward that is certainly much better from Allah SWT.

One of the characteristics possessed by Rasulullah is honesty, this characteristic became one of the identities of the prophet Muhammad which made him known and trusted by all Arab society at that time. Of course this is an example for us as his people, that honesty is one of the important capitals to become a leader. Some verses in the Qur'an that talk about honesty are as follows:

يَا أَيُّهَا الَّذِينَ آمَنُوا اتَّقُوا اللَّهَ وَكُونُوا مَعَ الصَّادِقِينَ

Meaning: O you who believe, fear Allah and stay with the righteous! (Q.S. At-Taubah verse 119)

In Islamic teachings, a position is a trust that must be accounted for. This responsibility is not only in the world but also in the afterlife. Trust means trust, so someone who is given a trust is someone who is trusted to hold a certain task.

﴿إِنَّ اللَّهَ يَأْمُرُكُمْ أَنْ تُؤَدُّوا الْأَمَانَاتِ إِلَىٰ أَهْلِهَا وَإِذَا حَكَمْتُمْ بَيْنَ النَّاسِ أَنْ تَحْكُمُوا بِالْعَدْلِ ۗ إِنَّ اللَّهَ نِعِمَّا يَعِظُكُمْ بِهِ ۗ إِنَّ اللَّهَ كَانَ سَمِيعًا بَصِيرًا﴾

Meaning: Indeed, Allah commands you to convey the trust to its owner. When you establish laws between people, you must establish them fairly. Indeed, Allah

gives you the best teaching. Indeed, Allah is All-Hearing, All-Seeing. (Q.S. An-Nisa verse 58)

Based on the verse above, the mandate should be given to those who are entitled to receive it, namely people who meet the criteria according to the characteristics of the work or tasks that will be carried out. Schools or educational institutions that are inhabited by trustworthy people will automatically get a culture of life where everyone adheres to and works according to their duties and authorities. And of course this will have a significant impact on the quality of schools or educational institutions.

One of the important basic principles in Islamic education management is fairness. According to Prof. Dr. Abuddin Nata, MA; Justice is a term used to indicate equality or being in the middle of two matters. This justice is based on the decision of reason consulted with religion. Being fair is highly recommended in everyday life, and is even an indicator of a person's piety.

وَالسَّمَاءَ رَفَعَهَا وَوَضَعَ الْمِيزَانَ
أَلَّا تَطْغَوْا فِي الْمِيزَانِ
وَأَقِيمُوا الْوَزْنَ بِالْقِسْطِ وَلَا تُخْسِرُوا الْمِيزَانَ

Meaning: *He has raised the heavens and He has created scales (justice and balance). So that you don't exceed the limit on the scale. Establish the scales fairly and do not reduce the scales (Q.S. Ar-Rahman verse 7-9)*

In the principles of Islamic education management, responsibility for the mandate entrusted is one of the important principles in building positive management. Letting go of responsibility will produce uncertain results in the program to be achieved.

لَا يُكَلِّفُ اللَّهُ نَفْسًا إِلَّا وُسْعَهَا^١ لَهَا مَا كَسَبَتْ وَعَلَيْهَا مَا اكْتَسَبَتْ^٢ رَبَّنَا لَا تُؤَاخِذْنَا إِنْ نَسِينَا أَوْ أَخْطَأْنَا^٣ رَبَّنَا وَلَا تَحْمِلْ عَلَيْنَا إصْرًا كَمَا حَمَلْتَهُ عَلَى الَّذِينَ مِنْ قَبْلِنَا^٤ رَبَّنَا وَلَا تُحَمِّلْنَا مَا لَا طَاقَةَ لَنَا بِهِ^٥ وَاعْفُ عَنَّا^٦ وَارْحَمْنَا^٧ أَنْتَ مَوْلَانَا فَانصُرْنَا عَلَى الْقَوْمِ الْكَافِرِينَ^٨

Meaning: *Allah does not burden a person, except according to his ability. For him there is something (reward) for the (virtue) he strives for and for him there is (also) something (torment) for the (crime) he commits. (They prayed,) "O our*

Lord, do not punish us if we forget or we are wrong. O our Lord, do not burden us with heavy burdens as you burdened those before us. O our Lord, do not bear for us what we cannot bear. Forgive us, forgive us, and have mercy on us. You are our protector. So, help us in dealing with the disbelievers." (Q.S. Al-Baqarah verse 286)

And there is also a hadith of the Prophet related to responsibility, Rasulullah said "*Each of you is a leader and every leader will be asked to account for his leadership*". The principle of being responsible for the tasks and mandates entrusted must be one of the basic principles possessed by every manager.

CONCLUSION

From the explanation above regarding the problem of basic principles in Islamic Education Management contained in the Qur'an are the principles of sincerity, honesty, trustworthiness and fairness. This is mentioned in detail in the Qur'an, including in Surah Al-A'raf verse 29 which contains the nature of Ikhlas. Then in Surah Al-Ahzab verse 24, Surah Al-Zumr verse 33, Surah At-Taubah verse 119, Surah Muhammad verse 21, and Surah An-Nisa verse 58 which contain a discussion of the nature of Honesty. And in Surah Al-Maidah verse 8 contains the principle of fairness. To minimize the above, namely regarding one of the basic principles that is no less important in Islamic Education Management is the nature of fairness in schools, students must be instilled with the values of Islamic education, namely multicultural Islamic education as a basis or foundation that is incorporated in this Islamic Education Management, the theory of justice can be utilized.

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