

Original Paper

Promoting the Archival Construction of Higher Education Institutions by Leveraging the Undergraduate Teaching Assessment System

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Abstract

The working system of higher education institutions is based on cultivation, scientific research, serving the economic construction, and dissemination and innovation of civilizations. Undergraduate teaching assessment is a vital method to strengthen the macro-management of higher education, and enhance the efficiency of teaching and the effectiveness of schooling in China. It is also an effective way to promote the establishment of the quality assurance system of higher education. It plays a significant role in improving the undergraduate education and the quality of training and teaching. The qualifying examination is a comprehensive appraisal of the performance of undergraduate education in higher education institutions, and provides a key opportunity for promoting the establishment and development of colleges and universities. School archives are the original records with retained significance made by various functional departments of the school in the implementation and management of education and teaching, which can reflect the development of the school. Archives play a vital role in teaching evaluation. Similarly, archive management has been paid more attention to by school leaders and faculty by taking the opportunity of undergraduate evaluation, and has developed rapidly, thus achieving the two-way promotion of archive management and undergraduate evaluation in colleges and universities.

Keywords

undergraduate teaching assessment, higher education, construction

Introduction

Undergraduate teaching assessment is a major evaluation work carried out by the Ministry of National Education to ensure the quality of undergraduate education in higher education institutions. It has

improved the quality of education and promoted the further development of education in higher education institutions, which also involves the archival construction of higher education institutions. The archives of higher education institutions are the records of the work in various fields including history, humanities, education and science, and are the witness and basis of the development of the institutions. Therefore, by taking the undergraduate teaching evaluation as an opportunity, we will actively promote the accelerated development of the archival construction of higher education institutions.

1. Importance of Undergraduate Teaching Assessment

Undergraduate teaching evaluation plays an important role in the teaching quality guarantee system in colleges and universities. This is not only the main way to carry out an all-round evaluation on teachers, school conditions and teaching staff of the university, but also a meaningful way to enhance the self-improvement, teaching quality and education quality of the university. Through undergraduate teaching evaluation, we can fully grasp the situation of the university, find out the difficulties faced by the university in the process of development, and give specific solutions, so as to make breakthroughs in the teaching concept, determine the development goals of the university, and deepen the teaching reform.

The critical role of undergraduate teaching evaluation in promoting the development of higher education institutions has been prominent. Through evaluation, colleges and universities can recognize their own advantages and disadvantages in education, so as to enhance the conditions for running universities, improve the structure of the teaching staff, strengthen teaching management and upgrade the quality guarantee system. In addition, undergraduate teaching evaluation can encourage and guide colleges and universities to further improve the quality of teaching and management, thus providing good teaching services for universities.

Through undergraduate teaching evaluation, teachers can recognize the strengths and weaknesses of their own curriculum, and then enhance their own teaching mode and content through peer-to-peer improvement, so as to provide better teaching for students. Moreover, it can also enhance the exchange and sharing of learning practice and teaching research among teachers, providing reference and help for the teaching reform.

2. Importance of Archival Construction in Higher Education Institutions

The archival construction in higher education institutions is not only a record of the traditions and achievements of the institutions, but also a major carrier of the dissemination of civilization in the institutions. It contains multiple educational purposes, achievements of teaching and scientific research, and the development of the teaching staff, bearing witness to the glorious years and achievements of the university.

These archives, like the marks of the times, witness the changes and development of the university, and

are also an important basis for the leaders of the university and the leaders of various organs to make decisions. Through the classification and investigation of archives, we can further understand the characteristics, development status and future development trend of the university, and provide a solid foundation for the university to formulate scientific and reasonable development plans, policies and measures.

Meanwhile, the archival construction in higher education institutions holds a positive significance for improving the quality of higher education institutions. Through the in-depth study of archives, people can find out the problems in the management of the university, and offer relevant solutions to improve the management of the university in a scientific, reasonable and standardized manner, which is not only greatly improve the quality of teaching and scientific research, but also create an enabling environment for the university and the teaching staff.

The importance of archival construction in higher education institutions to academic research cannot be ignored as it can provide a strong guarantee and reference for academic research. Through the in-depth exploration of these archives, people can understand the background and trend of academic research, and bring new vitality to the creation and development of academic research.

The archival construction in higher education institutions is also vital for safeguarding the legitimate interests and rights of the teaching staff. On issues concerning the immediate interests of college students, including job evaluation, welfare benefits, etc., archives can offer essential evidence and help. In addition, for some cases related to the patents of teachers and students, archives can also serve as important evidence and offer protection.

The archival construction in higher education institutions is an important part of the university's various undertakings, which not only bears the past and present of the university, but also promotes the university's future development. We need to work together to perform a good job in the archival construction and write the chapter of our bright future.

3. Role of Archives in Undergraduate Assessment

3.1 Archives as the Basis of Undergraduate Assessment

Archives play a critical role in evaluating colleges and universities by the Ministry of Education. The evaluation index system has 39 major observation points (40 major observation points in private colleges and universities), and all observation points are related to archives. It is necessary to consult enormous standardized educational archives when it involves seven first-level indicators, such as school-running ideas and leadership, teaching staff, teaching conditions and applications, development of major and curriculum, quality management, academic discipline construction, student guidance, and teaching quality, or nineteen second-level indicators (twenty indicators of private colleges and universities) and unique projects launched by colleges and universities. The assessment expert group sent by the superior inquired about the original account records of various projects made by the university to understand and verify the teaching ideas, education situation and school-running

characteristics of the university. Archives are indispensable to the evaluation of colleges and universities. Of course, evaluation also provides opportunities for the establishment and development of archival undertaking.

As the basis of undergraduate evaluation in colleges and universities, archives play an irreplaceable evidential function. In previous years' tests, the university has generated documents and basic materials about self-evaluation, sorting and rectification, etc. These materials were all sorted out according to archives, which were also indispensable in the assessment of the university.

3.2 Archives Are the Basis for Evaluation and Review

When visiting the university, the comprehensive evaluation and inspection expert group of the Ministry of Education generally focuses on the evaluation of archives, and evaluates the overall development of the university in combination with field visits. Schools are required to complete the self-evaluation report before the visit of the expert group, and the self-evaluation report is based on the university's archives. Archives are the most direct and powerful guarantee materials, and the integrity, systematicness and standardization of archives will directly affect the undergraduate evaluation of colleges and universities.

3.3 Problems in Archival Construction in Higher Education Institutions

Although we have made some progress in the archival construction in higher education institutions, we still face many problems.

- ① Methods of archive management are relatively outdated, resulting in low efficiency. Many colleges and universities are still managing archives manually, which reduces the efficiency and fails to improve the quality of file inquiry, access and preservation.
- ② The quality of archives is unstable and the contents are incomplete. This is mainly because the records of archives are conducted by the teachers themselves in a nonstandard manner, resulting in overlapping and missing information. All these cause great trouble for future access and inquiry.
- ③ The archive system is independent, which cannot offer the service of data sharing. At present, the archive system of some colleges and universities is not concentrated enough, and there are various archive systems in teachers, universities, finance, infrastructure and other sectors. Each system is independent, and its operation and mode are also different. Such archive management method can only make it convenient for the corresponding personnel to concentrate on the archive management in their own fields. However, since a university cannot establish a centralized and comprehensive archive management system, the data cannot be shared and integrated, which may easily lead to multiple data for the same indicator.

5. Measures to Promote the Archival Construction of Higher Education Institutions by Taking Undergraduate Teaching Assessment as an Opportunity

Taking the opportunity of postgraduate teaching evaluation, we can promote the development of the archival construction in higher education institutions through various measures.

- ① Strengthening management and supervision to form an effective management mechanism for archive management, and realize the organic coordination between archive management and campus work.
- ② Establishing the sound standards and norms of archive management. Through the establishment of the archive management system, the standards and norms of document collection, sorting, archiving, preservation and use are determined to improve the efficiency and quality of archive management.
- ③ Establishing the sound network of campus and departmental archive management, and placing an emphasis on the vital role of campus archive office in campus management to provide a strong guarantee for archive management.
- ④ Enhancing the quality of the archive management personnel through attracting professionals in archive management, and performing a good job in professional training and promotion of existing archive management personnel.
- ⑤ Enhancing the efficiency of archive management. Apart from offering the daily service of archive inquiry, we should leverage different forms of archive publicity and teaching activities to make a good presentation, and enhance teachers' understanding of archives and awareness of the use of archives, thus enabling all teachers to recognize the importance of archives in their work.
- ⑥ Performing a good job in the compilation and research of archives. The compilation and research of library archives has produced various thematic information collections and research results.
- ⑦ Strengthening the modernization of archives. National standards have carried out the electronic construction and information management of campus archives, and the most advanced digital management means and information technology have been used to promote the establishment of digital archives. Through adopting modern scientific and technological means to improve the preservation, management and use of archives, we can further enhance the effectiveness and convenience of the management of archives in universities, so as to maximize the value of archives.
- ⑧ Strengthen the connection between archive management and undergraduate teaching evaluation. According to the requirements of observation points of undergraduate teaching evaluation, we should comprehensively assess and improve the archival construction of the university to better serve the undergraduate teaching evaluation.
- ⑨ Establishing a sound feedback system. The problems in the archive management as well as the phenomenon of loose management should be reported to relevant supervisors and organs in time to improve and upgrade the management.
- ⑩ Promoting the innovation and development of archive management. We should guide and support innovative experiments and theoretical research in archive management, and explore new modes and methods of archive management that can cater to the needs of colleges and universities and students.
- 11 Enhancing communication and cooperation with other institutions and relevant organizations. Through academic exchanges, cooperative research and other methods, we can learn from the advanced experience of other colleges and universities and relevant organizations, to promote to promote the

improvement and development of archive management.

12 In the 14th Five-Year Plan and the overall planning and development of colleges and universities in the future, archival construction should be listed as a priority, and the main tasks and objectives of each stage and specific safeguard measures and support policies should be determined, so that the archive management and various undertakings of colleges and universities can develop together. Through taking the above measures, we can advance the progress of archival construction in colleges and universities in a more effective manner, enhance the archive management, and provide a good guarantee for the development of various undertakings of colleges and universities.

Through implementing the above measures, we can effectively promote the development of archival construction in colleges and universities and provide a strong guarantee for the prosperity and development of colleges and universities.

6. Conclusions

Through focusing on the undergraduate teaching evaluation and promoting the archival construction in higher education institutions, we can effectively protect and leverage the historical and cultural heritage of higher education institutions, which is conducive to enhancing the comprehensive popularity of the institutions. In this way, people can recognize the importance of archival construction for higher education institutions, and take active measures to overcome the problems, thus promoting the development and improvement of archival construction.

7. Outlooks

In the future, people can foresee the following development trends of the archival construction in colleges and universities:

First, digitalization and informatization. With the development of computer technology, the digitalization and informatization of university archives will become a trend. This will make the preservation, management and use of archives simpler and more effective.

Second, intelligence and automation. The extensive application of AI information technology will make it possible to realize the intelligence and automation of university archives. For example, through intelligent archive management, archives can be automatically divided, queried and recommended.

Third, openness and sharing of education. In the information age, the openness and sharing of university archives will become a trend. By opening and sharing archives, we can promote academic exchanges and scientific research collaboration, which can increase the utilization rate and value of archives.

Fourth, personalization and customization. In the future archival construction, universities should fully consider the needs and preferences of users, and provide personalized and customized educational consulting services. For example, according to users' needs and interests, they can provide corresponding archives, and offer customized document service.

In conclusion, we will encounter multiple opportunities and challenges in the archival construction in colleges and universities but we believe that through innovation and development, we can produce more outstanding results in the archival construction in colleges and universities. However we believe that innovation and development can produce more outstanding results in the archival construction in colleges and universities. Taking the opportunity of the undergraduate teaching evaluation, we can promote the archival construction in colleges and universities in a more robust way, thus providing a more solid and powerful guarantee for the work in colleges and universities.