

ABSTRACT

Lecturers as a driving force in higher education institutions such as Telkom University is one important factor to encouraging the progress of universities. Lecturers in carrying out their duties, especially Tridharma and supporting factors will be assessed by using BKD (Lecturer Workload). The purpose of this research is to identify information and knowledge of BKD in the field of education and supporting as well as its effect on the increase of Academic Functional (JFA) Lecturer of School Of Industrial Engineering.

The calculation of BKD begins with identifying data on education, and supporting factors. The data will be converted into information and knowledge using the knowledge conversion methods 5C-4C and SECI. The process of converting data into information using the 5C method consisting of contextualized, categorized, calculated, corrected, and condensed and two elements of SECI namely socialization and externalization. The next conversion process to gain knowledge is done by 4C method consisting of comparison, consequencess, connection, and conversation and two elements of SECI namely conversation and internalization.

This research produces knowledge as follows:

- 1. The weight of BKD in the School Of Industrial Engineering is mostly overloaded in excess of the maximum working standard of 16 SKS*
- 2. The division of workload seen by grouping lecturers in the same clusters shows unequal division of labor on each cluster.*
- 3. JFA level of lecturer influences on the division of lecturer work due to DIKTI provisions which specify some lecturer duties should only be done by lecturers with a certain JFA level.*
- 4. The division of lecturer work at one level of JFA is still uneven. There is still a significant range of BKD weight on each level of JFA.*

From the information and knowledge that have been obtained then made the formulation of new BKD composition in accordance with the percentage requirement of JFA increase. This is done so that the performance of lecturers in implementing Tridharma and fulfill the management contract remain in line with the increase of lecturer's career level, especially the increase of JFA.

Keywords: Lecturer Workload, Knowledge Conversion, 5C, 4C, SECI