

FIXED ASSET MANAGEMENT: THE IMPACT ON FIXED ASSETS INTERNAL CONTROL IN INSTITUTIONS OF HIGHER EDUCATION (CASE STUDY: UNIVERSITAS DUTA BANGSA SURAKARTA)

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INFO ARTIKEL	ABSTRAK
Diterima : Direvisi : Disetujui :	<i>Implementation tridharma in institutions of higher education, increase management and service academic cannot be separated from importance availability fixed asset in the form of means adequate infrastructure. The more developed the college, the more fixed assets it has, thus requiring attention in the form of asset management. Many still consider management asset by physique is just an instrument for managing asset lists. This study aims to determine impact implementation management asset to internal control system for fixed assets at Universitas Duta Bangsa Surakarta. The research method used in this study is a qualitative approach with a descriptive method. The data collection technique used is by means of observation and interviews in order to obtain accurate information from the source. The results of the research show that the internal control of fixed assets has been running well, where the supporting factors in the implementation of asset management already have orderly procedures, clear flowchart, adequate human resources as well as device supporter in the form of SINAPRA (System Infrastructure) integrated start from request fixed asset, procurement fixed asset until with placement fixed asset all via SINAPRA. However, the implementation is still not optimal because asset management is still experiencing gaps in the implementation stage of the procurement of fixed assets, because condition certain and the need improvement as well as upgrade system to match with provision and needs due to the transfer process asset as part of the land development of Universitas Duta Bangsa Surakarta.</i>
Keywords	Asset Management, Fixed Asset, Internal Control



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INTRODUCTION

A good asset management system is very important, because the number of factors involved in asset management continues to increase must also have proper asset management supporting tools. In implementation tridharma in institutions of higher education not escape from importance availability fixed assets in the form of means adequate infrastructure. The more developed the college, the more fixed assets it has, thus requiring attention in the form of asset management. Management institutions of higher education must be able to understand well every part related to the assets owned. Assets include physical objects as well as all things or entities that have high potential for the organization, including universities. Fixed assets are tangible assets that have a useful life of more than one year and have material value, the main purpose of which is for operational activities (Ely & Sri, 2009). To make the college's fixed assets actualized and ready to use, of course there are several processes and procedure that must be implemented in order to support the operational activities in institutions of higher education.

Universitas Duta Bangsa Surakarta is a rapidly growing university, so the number of fixed assets it owns is increasing. The number of assets owned by universities is increasing, so it will make it vulnerable to *fraud* (Meikhati and Istiyawati, 2015). Fraud that occurs can be in the form of asset abuse, theft and in other forms of fraud. Universitas Duta Bangsa Surakarta is one of the strategic private universities, so it must have an integrated focus, meaning that Universitas Duta Bangsa Surakarta must have a database system that can handle all asset management needs properly as part from system internal control on fixed asset. Internal control is a series of processes to ensure the realization of efficient performance which will basically enable the achievement of company goals, the control will compare the planned results with the realized results then will analyze any deviations that occur so that they can evaluate performance (Welsch, Hilton, and Gordon, 2000). The internal control system for the procurement of fixed assets is carried out with the aim of monitoring and controlling management starting from requests for purchase of fixed assets, purchase of fixed assets, receipt of fixed assets, write-offs fixed assets until with asset data reporting fixed. Because apart from rooms and facilities, there are still many important assets that must be managed to make them safer, more systematic and controlled (Smart Campus, 2022).

Asset management is an important part of university management, so asset management has a significant impact on university learning systems and scientific research (Wang, 2015). Asset management system is commonly known as asset management. According to Sabirin (2020) asset management is a series of asset management processes, both tangible and intangible assets, where these assets have economic value, material value and commercial value and are able to encourage the achievement of organizational goals. Asset management is in the form of a series of comprehensive, structured and integrated activities throughout the asset's life cycle starting from planning activities to disposals that are carried out efficiently and effectively so that assets owned can provide maximum value for their owners (Tumurang, Wowor and Sentinuwo, 2021). The internal control system in universities will be said to be good if the internal control elements in it have been fulfilled, where there is an organizational structure that separates functional responsibilities firmly and has a clear flow. In connection with the existence of the organizational structure, then of course also can not be separated from the purpose of control itself.

RESEARCH METHODOLOGY

Study this system focused management internal control fixed assets through a studies case to allow for investigation by detail. Approach used in study is a qualitative approach with a descriptive method analytics. In this study, the authors determine the location used to research management permanent assets of the college based computer as part from asset internal control permanent, which was carried out at Universitas Duta Bangsa Surakarta. Data used in research originated from primary data through the data collection process carried out based on Interview direct to source, analysis and documentation.

RESULTS AND DISCUSSION

Strategy for Management of Fixed Assets Universitas Duta Bangsa Surakarta

As a response to the complexity of fixed assets, Universitas Duta Bangsa Surakarta is currently this to do *upgrade* to system management asset that already exists. one strategy management asset Universitas Duta Bangsa Surakarta with provide management asset based computer in the form of SINAPRA (Infrastructure System) as solution management asset who manages the complete life cycle all type asset for operational education including facility for management. Asset management is used for decision making so that the fixed assets that are managed can function effectively and efficiently. Through an asset management information system, then work transparency in asset management is guaranteed and can be clearly monitored, because aspect supervision, control, utilization and diversion asset accommodated in a monitored system with clear (Azhar, 2017). Optimizing management asset help face challenge moment this as well as opportunity in time front with possible availability asset and enhancement service or given function (Edson and Constance, 2020). Universities generally have operational activities that depend on fixed assets, so it cannot take place if the fixed assets are not available. The unavailability and insufficiency of physical facilities have a great impact on the performance of students and lecturers in higher education institutions, physical facilities consisting of buildings, land, complexes, equipment, room and so on.

In addition, fixed assets cannot be traded in daily activities and have a more useful life but have a reduced value with use (Siboro, 2018). Based on this description, the author defines that fixed assets are assets used in educational operational activities a college high, but not for sale. Fixed assets also have an economic value that decreases with use, but has a long useful life (economic life). According to the Indonesian Institute of Accountants (2018), fixed assets can be classified into two groups, namely:

- a. Tangible Assets are assets that have a form, then are obtained in a ready-to-use state or by being built beforehand with the aim of being used in the production process, not intended to be resold in the framework of the company's normal activities and have a useful life of more than one year.
- b. Intangible Assets are assets that have a long economic life in the company's operational activities that do not have a physical form and are not stored for sale.

Internal control is a series of processes carried out by a company or institution consisting of an organizational structure, methods and measurements with the aim of maintaining and directing the operational activities of the institution so that it operates in accordance with the goals and programs of the company and encourages efficiency so that the management policies that have been determined are complied with (Kurniawan,

2013). The realization of a reliable and effective internal control system that can provide accurate information for leaders and parties management as a means for making appropriate decisions and policies to achieve more effective institutional goals. Mechanisms and procedures for the procurement of fixed assets at Universitas Duta Bangsa Surakarta are described through a document flow chart based on data collected through observation activities. The concept of asset management in the context of optimizing assets at Universitas Duta Bangsa Surakarta showed on Figure 1. Request Flowchart Fixed assets by work unit means infrastructure faculty, as following:

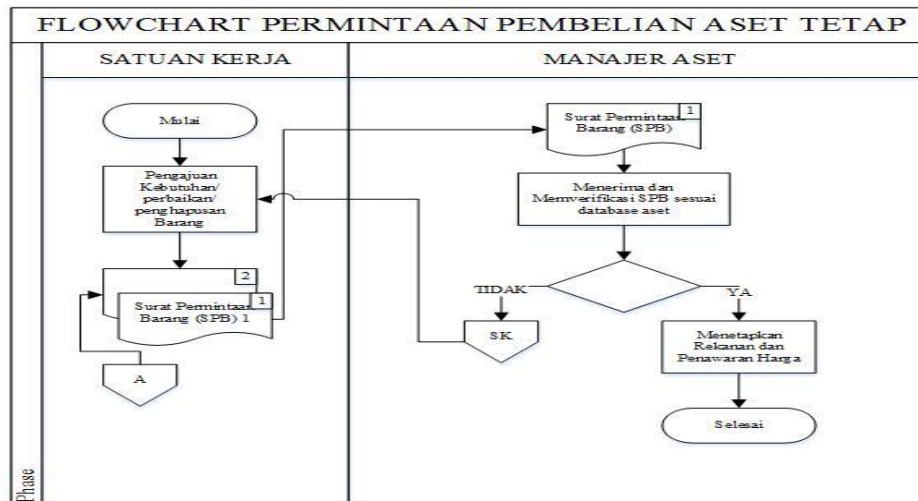


Figure 1 Flowchart of Request for Purchase of Fixed Assets
 Source: Assets Management Universitas Duta Bangsa Surakarta

Figure 1 above explains that the work unit (part of the faculty sarpras) identifies the need for new assets to be owned/purchased, repair damaged assets and deletion asset because for sale, time benefit finished and asset already no could used again. The need for these assets is recorded in the Letter of Request for Goods (SPB). Letter Request the goods are submitted to the asset manager for verification is request the in accordance needs and worth continuing to the next process. Verified Goods Request Letter, proceed with the asset procurement process. According to Gilang (2021) Asset procurement is a series of activities to obtain assets carried out both through internal parties and external parties (partners), who become provider the asset in question.

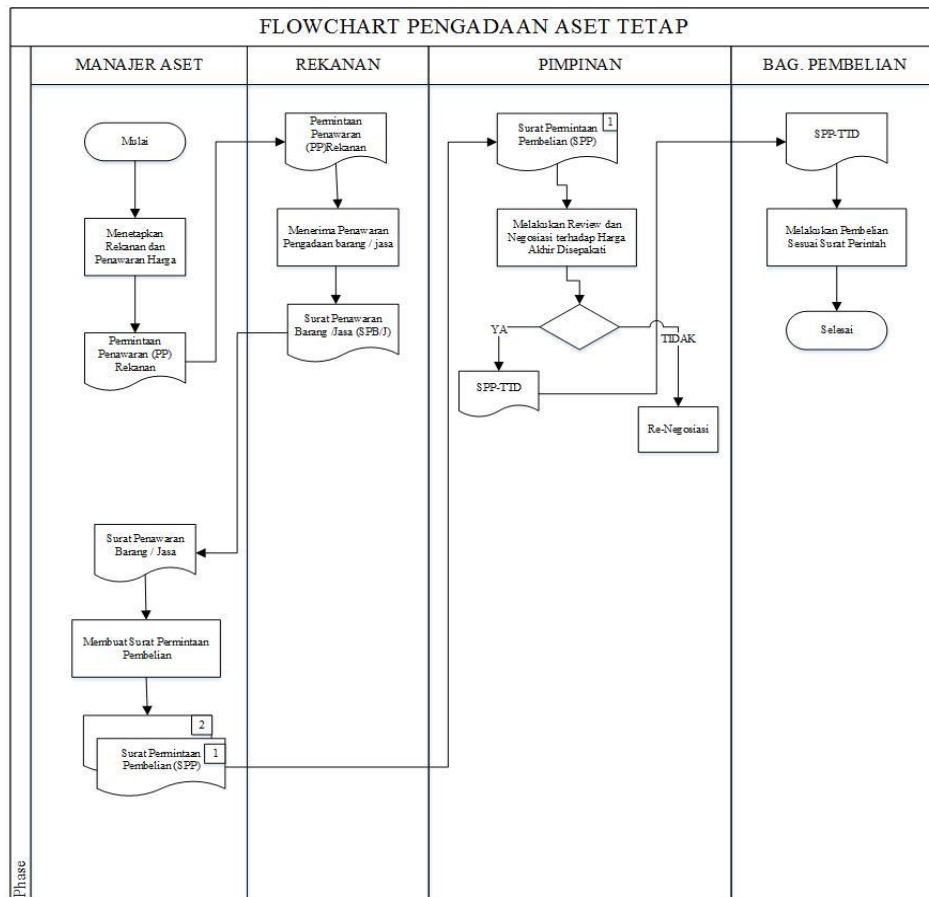


Figure 2 Flow chart Procurement Fixed Assets
 Source: Assets Management Universitas Duta Bangsa Surakarta

Figure 2 above describes the asset procurement stage, after setting a partner and a price quote, the asset manager will make a request for quote (PP) to the partner. Then the partner will submit a price offer through a letter of offer of goods/services (SPB/J) which will be received by the asset manager. The asset manager creates a Purchase Request Letter (SPP) which is then submitted to the leadership for approval. SPP that has been approved by the leadership will be affixed with the signature of the leader which is then continued to the buying process. The flowchart that is applied in the process of procuring fixed assets at Universitas Duta Bangsa Surakarta as a form of implementation of the internal control system to support the smooth operational activities of the institution.

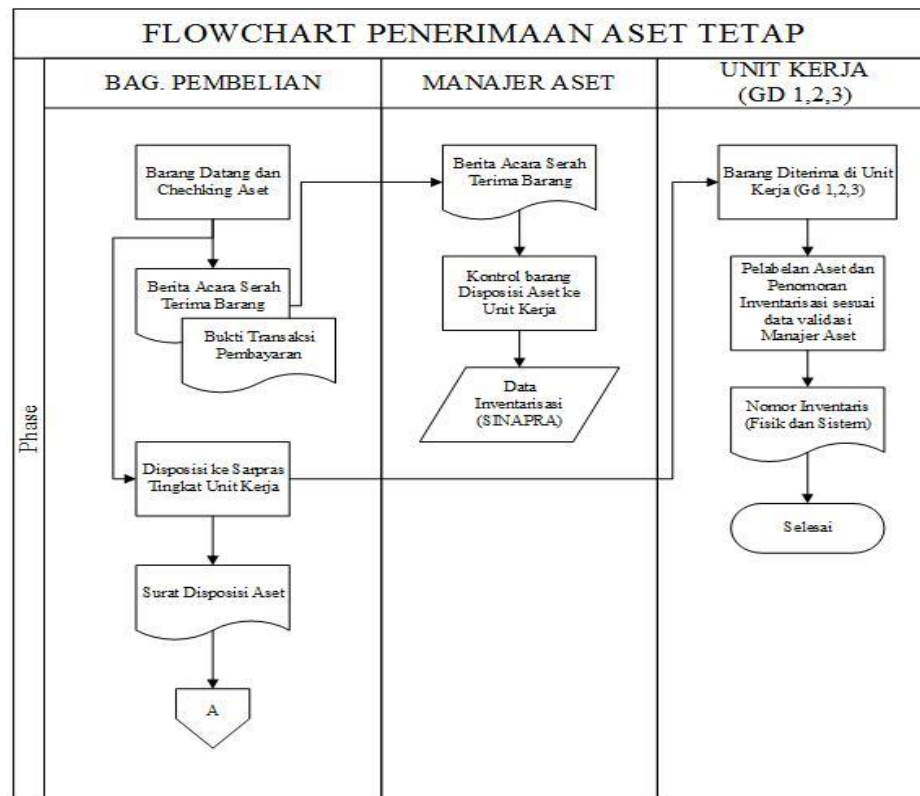


Figure 3 Flowchart Fixed Asset Receipt
 Source: Assets Management Universitas Duta Bangsa Surakarta

In figure 3 in on explain process reception asset still starting from the handover of goods along with proof of supporting transactions in the form of letter Street from partner as tool controller for match suitability goods come with Letter Request Purchase. Manager asset join watch the handover process accept together part purchase and make minutes of the handover of goods to be submitted to the asset manager. The asset manager section will control the disposition of assets to the work unit. The process continues to the part of the work unit that has received the goods and do asset labeling and inventory numbering according to procedure asset labeling, after that it will be input into the SINAPRA .

Universitas Duta Bangsa Surakarta implements an internal control system with the concept of asset management. SOPs related to asset management processes have also been clearly defined. Asset management implementation has implemented organic management functions *planning, organizing, actuating* and *controlling* (POAC). Human resources who carry out each function are different people as authorization and responsibility through strong coordination between each stage so that internal control can function properly. The internal control system aims to manage existing resources so that they can function optimally in order to obtain maximum results. According to Octavia (2019) required creation of authorization and responsibility table which has been implemented since the planning stage of the acquisition of fixed assets with the aim of avoiding errors in managing fixed assets. As implementation function management on the water stage in the form of controlling, Universitas Duta Bangsa Surakarta has arrange stock taking schedule fixed assets whole the faculty implemented every one semester (six month) by part means infrastructure faculty, manager asset and the internal auditor of Universitas Duta Bangsa Surakarta.

There are four elements of an internal control system namely the existence of an organizational structure that clearly separates functional responsibilities as well as a system of authority and recording procedures that provide adequate protection for assets, debts, revenues and expenses (Mulyadi, 2017).

Constraints in Optimizing Asset Management at Universitas Duta Bangsa Surakarta

Through the results of gap analysis on fixed asset management, what causes asset management at Duta Bangsa University Surakarta to be less than optimal lies in the managerial function of the procurement of fixed assets. Reason still happening gap is deviation procedure procurement fixed assets every will implementation study program accreditation. Procurement process fixed assets no based by planning beginning but based on fulfillment assessment adequacy infrastructure. Usually on moment fulfillment availability book library, support room studying and laboratory. The gap that happened caused because lack of Support as well as commitment by real good from leadership / faculty / study program / work unit to management asset. Support leader give influence on motivation executor management asset for operate Duty management asset by orderly and full not quite enough answer in accordance with procedure management assets that have been made at Duta Bangsa University , Surakarta.

CONCLUSION

The internal control system is a very fundamental aspect to control the operational activities of the institution. Universitas Duta Bangsa Surakarta has implemented internal control system on asset management with through a clear separation of duties and responsibilities by making a flowchart. This is the basic structure in the implementation of the internal control system. The flow chart applied at Universitas Duta Bangsa Surakarta includes:

1. Flowchart of requests for purchase of fixed assets, which involves the work unit (infrastructure section) and asset managers.
2. Flowchart of the purchase of fixed assets, which involves the asset manager, partners, management and purchase.
3. Flowchart of receipt of fixed assets, which involves the purchasing department, asset manager section, and work units (infrastructure section).

During the implementation of each stage of asset management, it can be carried out in an orderly and full sense of responsibility, for that everything will be easy and good for the future so that asset management can run optimally. However, operational activities will not be permanent (*stuck*) of course, they will increase and develop over time, especially because existence development land because needs infrastructure learning. For that's SINAPRA owned by Universitas Duta Bangsa Surakarta must *upgrade* system to match with provision and needs due to the transfer process placement asset as part of the land development of Universitas Duta Bangsa Surakarta.

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