



A Study of Work-Life Balance in Higher Educational Institutions

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ABSTRACT:

Global educational institutions are in a period of transformation. The stakeholders in this field are causing complicated and many challenges in providing appropriate and competent services. This results in a suitable work-life balance for academic members in higher education. Work-life balance was always a topic of discussion at educational institutions. Given the advancement of technology, this shift in approach was unavoidable. To survive in today's fast-changing mobile, digital, and virtual Information Age, educational leaders must experiment with creative management practises. When discussing work-life balance, many people prefer to focus on the even division portion of the equation. Work-life balance is almost typically related with fostering a sense of rivalry between the two components. Work-life integration focuses on bringing together the various aspects of one's life to provide a whole picture. To optimise productivity while reducing fatigue, institutions should utilise the high-tech revolution to empower faculty members to work smarter, not simply longer and harder. Educational institutions are teeming with multifaceted millennial. A qualitative research technique was used to investigate this topic in order to have a better grasp of its consequences. Secondary data was employed to acquire data for the study. Conclusions were drawn based on the results gathered, and judgments were made about the stated objectives. The major goal of this article is to spark additional discussion among academics and corporations, as well as to be utilised in communication with diverse stakeholders.

Introduction:

The concept of global higher education is changing quickly amidst the new opportunities and challenges brought about by the dynamism of globalization, transition to knowledge-based society and rapid technological advancements. These developments have sharply increased the work responsibilities of academic staff. Exacerbated by the multiple and sometimes conflicting demands of various stakeholders, academics' work practices have moved from being typically characterized by teaching, researching and delivering university-related and society-related services to becoming more myriad, complex, fluid, and demanding. Educational institutions provide a variety of programmes to help employees integrate diverse aspects of their lives in a way that 1) meets their requirements and 2) gives them control over the boundaries between work and personal life. Work and life may be integrated thanks to contemporary technology's potential.

Work-life balance

Work-life balance entails reducing work-related stress and developing a stable and sustainable manner of working while sustaining health and general well-being. Work-life balance is an important part of a good work environment. Maintaining a work-life balance reduces stress and helps to prevent burnout in the office. Chronic stress is one of the most prevalent health conditions in the workplace.

Factors influencing Work – Life Balance

In today's global competitive world, the term "Work – Life Balance" is gaining traction, and it is time for businesses to start thinking strategically and coming up with new solutions that create greater balance between work and life for their workers. The following are some of the most important elements impacting work-life balance:

1. Maintaining a healthy balance of family, life, and work
2. Work/Life Dilemma
3. The Zero-Sum Game Has Come to an End
4. Does Success Have to Be So Expensive?
5. Management Women and Life's New Facts
6. What Do Men Desire?
7. The new psychological agreement

Method of to maintain work-life balance

Maintaining a work-life balance is a difficult endeavour. However, it is still within one's grasp provided the following basic guidelines are followed:

- Make a plan for your day: Begin your day by taking care of the little tasks at home. A little forethought is required. Taking care of household necessities ahead of time can allow you to be less tense throughout working hours. Strike a work-life balance by examining your work-home interactions, such as recording how much time you spend at work and at home.
- Organize: Everything in your firm should be organised logically so that everyone who needs anything may find it when they need it.
- Prioritize ruthlessly: Knowing what's vital and what can wait is the key to efficiently arranging your time. In order to establish the amount of urgency, ask questions.
- Don't overbook: It's unusual that things go exactly as planned. Don't attempt to accomplish too many things at once. Assume that just half of the activities you intend to undertake today will be completed. If you don't, you'll only waste time trying to figure out why things didn't go as planned.
- Be Effective: When you're at work, activate the work mode. Make sure you turn off the portion of your brain that causes you to worry about your home life. Remind yourself that it is work time and that you must be most efficient.
- Learn to say no: Recognizing that you don't have to agree to everything and with everyone is a major roadblock to successful time management. Use your priority criteria to weed out requests that aren't worth your time.
- Nothing is perfect: Time management is not a precise science. Do all you can to make the time you have more enjoyable or productive.
- Focus on Home Life: Try to avoid intruding into work life by reading emergency e-mails or answering business-related phone calls when at home. If you intrude into your professional life when at home, the ideal technique to focus on home life will be shattered.

As a result, the notion of 'work-life balance' is becoming increasingly important in an ever-changing working environment. In managing this chaotic seesaw, the individual's part is just as vital as the organization's. One of the most effective techniques is to use one's emotional intelligence.

Remember that establishing a work-life balance is an ongoing effort, not a one-time event. Work and family life must be balanced. There is a danger that stress levels will skyrocket if the equilibrium is thrown off.

Work Life balance in Higher educational institutes

Finding a way to attain work-life balance as a teacher is a major task. Instructors enter the field hoping to make a difference in people's lives, yet they frequently encounter roadblocks, and the demands teachers confront might seem hard to meet. Finding the sweet spot between success and work-life balance can help teachers have a long, happy, and healthy career. Here are some pointers on how to attain work-life balance as a teacher.

Work-life balance is essential for improving teacher effectiveness and happiness in the context of student learning. It has been demonstrated time and again that a strong work-life balance leads in faculty wellbeing and improved student behaviour.

To be happy as a teacher, avoid comparing yourself to others, take some time for yourself and do the things you enjoy, try not to be too hard on yourself when a class fails, and pick yourself up, dust yourself off, put on your favourite clothing, and smile.

When educational institutions build a function of work-life patterns and supports, there is less turnover, which reduces the costs associated with recruiting and training new teachers. These rules also result in improved productivity and higher levels of dedication and involvement among faculty members, both of which can improve the institution's image. Institutions that implement flexible policies throughout the early stages of faculty careers benefit from the retention of institutional experience that would otherwise be lost when senior professors depart. This approach is especially important given the growing tendency of senior faculty retirements.

Work-life balance has become an important component for companies and working professionals since it is necessary for general health and wellness as well as establishing productive and happy work environments. Work-life balance has received widespread attention, notably at higher education institutions. The American Association of University Professors (AAUP) recognises the importance of a professor function as one that appears to be immeasurable, offering a platform for problems in establishing a suitable balance between familial, personal, and professional expectations and duties. Work demands, work overload, and job concerns are all factors that contribute to conflict for faculty members, as they do for other working professionals.

Rules must be followed in order for work-life integration to be successful. Though it is crucial for faculty members to be able to choose their own hours, administrators should be explicit about their expectations. As a result, goal setting is critical. Allow academicians to design appropriate goals that can be easily tracked by contemporary performance management tools. This will guarantee that everyone stays on schedule and that no one takes advantage of the institution's flexibility.

Communication must be prioritised. Organizing frequent one-on-one meetings with faculty members will assist in monitoring performance and obtaining feedback on improvement. This will allow faculty members to raise any concerns or debate pertinent problems. Furthermore, educational institutions should embrace technology and implement an educational institution-wide means of faculty-student contact in which

both parties may get real-time feedback and engagement as needed. Administrators must realise that each employee is unique and that, in order to enhance their effectiveness, they may work varied hours. Some people are morning people who do the majority of their work before noon, while others are more productive in the evening.

Moving ahead, the system of work-life integration must be considered during the hiring process. Educational institutions should choose faculty members who are eager to work hard, are self-sufficient, and do not require continual monitoring. Specific inquiries can be posed to faculty members in order to ascertain their work ethic; this will indicate whether or not they are a good match for the educational institutions.

Universities and colleges might implement the following strategies to promote work-life integration among faculty personnel.

- **Redefine work descriptions:** Many faculty members, particularly women, who are frequently asked to serve on organisations and committees or as mentors, perform a lot that is not part of their formal job description. This is frequently aggravating. There must be a structure in place to make every effort official so that it may be recognised and rewarded. Authorities with superior formal and informal committees are always better acknowledged, even by accreditation institutions, and develop a brand identity in the process. People should be recognised for their efforts in order to achieve a better work-life balance. If some people are undertaking additional work, it may be essential to delegate part of their tasks.
- **Clarity in the workplace:** It has been seen that a workaholic culture has been formed in fear, particularly among junior faculty members. It is the concern that if they do not work for 24 hours, their employment would be jeopardised. Institutions and senior faculty members can help to solve this problem by clearing up any confusion about tenure and promotions. Performance assessments must be explicit about where employees stand and what they must do to advance and be successful. It is critical to arrange their tasks based on their performance. If faculty members are expected to focus on research, they should not be burdened with too many classes to teach or too many students to guide.
- **Provide affordable child care and implement other concrete frameworks that support families:** It is necessary to assist faculty members in establishing boundaries between work and home in order to make it easier for them to ensure that they are available for their children and that they are cared for even when they are at work. Family, maternity, and paternity leave are all important, as is creating a culture in which employees think they are assets to the organisation. Work-life balance is not only vital in and of itself, but it also leads to improved performance and outcomes for everyone.
- **Create a sense of balance:** Administrators and senior academics are the ones who set the tone. A university is only as excellent as its professors. They have a lot of authority at universities and colleges, and if they send emails or messages to staff, students, or colleagues at odd hours, the others will feel obligated to work around the clock as well.

Balance is required.

Human beings, according to psychotherapists and trainer-consultants in personal improvement, have several motivations and requirements. These requirements must be addressed properly in order for them to experience a sense of well-being. Work is vital and provides a lot of purpose in life, but it is crucial to realise that life is larger than work. When our lives are solely focused on work, other needs are neglected, resulting in frustration.

Recommendation

1. The university should encourage teachers to have time for social activities and to balance their professional and social lives in order to improve their performance in Higher Education.
2. Spending time with family members is an important commitment that must be included into job life. This supports the notion that university instructors should limit the extra hours spent on the work in order to make time for personal life.
3. During the day, lecturers reach a point where they are no longer productive. As a result, work satisfaction suffers. We have witnessed cases when academics collapsed in their offices, and there is a need to prevent this from happening in the future.
4. A work-life balance policy should be designed to aid instructors in striking a good balance between time spent at work and time spent on non-work tasks.
5. A policy governing work-life balance that will be enforced throughout the organisation. This would assist to improve the University's service delivery quality.

Conclusion

It is advised that educational institutions reform their wage structure, rearrange the work schedule, and give suitable training and development programmes to women professors in order to boost productivity and lower stress levels. It is also suggested that institutes address stress management with all lecturers, professors, and their representatives in order to eliminate main stress sources and devise methods to prevent and eliminate such issues. Another suggestion is that educational departments take the effort to be creative and original in their teaching in order to assist women professors in keeping a balance between their job and personal life.

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