

## **Report Name:** HR Executive Dashboard - Landing Page

Entry point to the HR Executive Dashboard. Displays up to four graphs which both present high level information and serve as an entry point to the detailed presentation of the displayed content.

**Audience:** University of Minnesota Unit Leadership and HR Leads

**Security/Access:** HR Executive Dashboard Requested Access

## **Report Purpose**

Provide unit leadership and HR leads with an easy access point to view and understand critical HR related data for both the University and their respective units. The HR Executive dashboard content is fluid and expected to be updated and changed based upon changing University priorities.

## **Tiles**

- **Departmental Institutional Base Salary (Upper Left)** - [Dashboard Help Doc](#)
  - Annual forecast of Institutional Base Salary by HR Department Hierarchy
  - This dashboard also provides comparisons by HR Department Hierarchy unit
- **Employee Headcount and FTE by Workforce Category (Upper Right)** - [Dashboard Help Doc](#)
  - Headcount and FTE totals by Workforce Category and HR Department Hierarchy
  - This visualization also provides side by side comparisons by HR Department Hierarchy unit
- **RRC Proportion of Late I-9s (Lower Left)** - [Dashboard Help Doc](#)
  - RRC's proportional share of all University late I-9s (I-9's late by the University standard of completion on the first day of employment)
  - This visualization does not take into account the volume of new I-9s processed within each RRC
- **PRSM Training Compliance (Lower Right)** - [Dashboard Help Doc](#)
  - RRC's proportional share of all University overdue PRSM training completions
  - This visualization does not take into account the volume of new PRSM course assignments within each RRC

## **Prompts**

- Clicking on any individual 'Tile' or graph will open another window which provides a detailed dashboard for that topic

## **Data Refresh**

The data for this report is updated based upon the individual update schedule of the detail dashboard(s).