Business Intelligence Webinar
October 2017
Your Facilitators Today

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Workforce Excellence Manager
Division of Human Resources

Carlos A. Flores
Assistant Vice President
Division of Human Resources
Adobe Connect Functionality

Please enter your questions here
Objectives

After this session you will know:

• What Business Intelligence (BI) is
• How to navigate the BI Dashboards
• How to access the HR Dashboard
• What data can be found in the HR Dashboard
• How to utilize the data in the HR Dashboard
What is BI?
Business Intelligence (BI) is a technology-driven process for analyzing data and presenting actionable information to help executives, managers, and other end users make informed business decisions.
How BI Can Help FIU

• Accelerating and improving decision-making
• Optimizing internal business processes
• Increasing operational efficiency
• Driving new initiatives/goals
• Identify organizational trends
• Forecasting
• Spotting business problems
How Can BI Help My Business Unit?

Answer HR questions relating to:

- Staffing needs (New hires, Promotions, etc.)
- Salary Increases (Promotions, Equity adjustments, etc.)
- Diversity and inclusion
- Organizational structure (number of direct reports by supervisor)
- Performance management (PEP)
HR Data Available on BI Today

- Headcount
- Demographic
  - Race
  - Gender
  - Education
- Retention
- Turnover

Employee Percent by Gender

- Female: 53.03%
- Male: 46.96%
- Unknown: 0.01%
NAVIGATING BI

Understanding how the data is organized
Dashboard Pages

• Quick Facts
  – Students
  – Employees

• Human Resources Workforce Dashboard
  – HR Workforce
  – HR Demographics
  – HR Trends
How BI is Designed

• Data is organized based on organizational relationships
  – Example: Division of Finance and Administration ➞ Facilities Administration ➞ Facilities Operations ➞ Electrical Services

• Data drills-down in different levels and categories
  – Example: Total employee headcount ➞ headcount by employee classification
Drilling Down the Data
Data Organization on HR Dashboard

Organizational Departments

<table>
<thead>
<tr>
<th>Department</th>
<th>Employee Headcount</th>
<th>Headcount % of Total</th>
<th>FTE (Employee)</th>
<th>FTE % of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost and Exec VP Acad Aff</td>
<td>4,267</td>
<td>80.46%</td>
<td>4,227.54</td>
<td>80.34%</td>
</tr>
<tr>
<td>Division of Finance and Admin</td>
<td>592</td>
<td>11.16%</td>
<td>591.00</td>
<td>11.23%</td>
</tr>
<tr>
<td>Division of Oper and Safety</td>
<td>152</td>
<td>2.87%</td>
<td>151.75</td>
<td>2.88%</td>
</tr>
<tr>
<td>Athletics Department</td>
<td>107</td>
<td>2.02%</td>
<td>106.50</td>
<td>2.02%</td>
</tr>
<tr>
<td>Advancement Administration</td>
<td>82</td>
<td>1.55%</td>
<td>82.00</td>
<td>1.56%</td>
</tr>
<tr>
<td>External Relations Admin</td>
<td>52</td>
<td>0.98%</td>
<td>51.75</td>
<td>0.98%</td>
</tr>
<tr>
<td>General Counsel</td>
<td>14</td>
<td>0.26%</td>
<td>14.66</td>
<td>0.28%</td>
</tr>
<tr>
<td>Office Of The President</td>
<td>12</td>
<td>0.23%</td>
<td>11.80</td>
<td>0.22%</td>
</tr>
<tr>
<td>Governmental Relations</td>
<td>10</td>
<td>0.19%</td>
<td>10.00</td>
<td>0.19%</td>
</tr>
<tr>
<td>Office of Internal Audit</td>
<td>10</td>
<td>0.19%</td>
<td>10.00</td>
<td>0.19%</td>
</tr>
<tr>
<td>University Compliance</td>
<td>5</td>
<td>0.09%</td>
<td>5.00</td>
<td>0.10%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>5,303</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>5,262.00</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>
Data Organization on HR Dashboard

Dashboard Prompts
QUICK FACTS
Student and Employee Data
# Quick Facts: Students

- Student Headcount
- Enrollment by College
- Enrollment by Program Category
- Degrees Granted (Summer 2017)

<table>
<thead>
<tr>
<th>Total Applicants</th>
<th>Admitted Applications</th>
<th>Enrolled Applicants</th>
<th>Enrollment Headcount</th>
<th>Summer Term 2017 Degrees</th>
</tr>
</thead>
<tbody>
<tr>
<td>40,273</td>
<td>19,532</td>
<td>10,752</td>
<td>55,232</td>
<td>4,084</td>
</tr>
</tbody>
</table>
Quick Facts: Employees

- Total Employee Headcount
- Headcount by Employee Classification
- Top Ten Business Units with Highest Headcount
- Employee Count by Ethnicity
- Employee Percent by Gender
Quick Facts: Employee Demo

Employee Information

- Total Distinct Employees: 10,514
- Administrative: 2,325
- Faculty: 1,720
- Staff: 1,245
- Temporary: 1,611
- Student Employees: 3,613

Top Ten Business Units with Highest Headcount

Employee Count by Ethnicity

Employee Percent by Gender
**HR WORKFORCE DASHBOARD**

HR Data at your fingertips
Getting to the HR Dashboard

FIU
FLORIDA INTERNATIONAL UNIVERSITY

Employee Information

Total Distinct Employees: 10,408
Administrative: 2,323
Faculty: 1,716
Staff: 1,248

Top Ten Business Units with Highest Headcount

Employee Count by Ethnicity

- Hispanic or Latino
- Other
- Black or African American
- Asian
HR Dashboard Pages

- HR Workforce
  - HR Staffing
  - HR Turnover
- HR Demographics
- HR Trends
HR Staffing Demo

Human Resources Workforce Deployment Dashboard

HR Quick Facts | HR Workforce | HR Demographics | HR Trends
---|---|---|---

HR Staffing | HR Turnover

Year
|
---
2017

Month
|
---
–Select Value–

HR Business Unit Description
| (All Column Values)

Salary Pay Plan
| 210-Administrative:220-Faculty

Department Hierarchy Version
| 17-OCT-17

Department Hierarchy Name
| FIU01-FIU.ORG.STRUCTURE

HR - Span of Control KPI

| Supervisor Ratio | 3.9%
| Average Span of Control | 1.1
| Supervisor Headcount | 1148

HR - Staffing Level

Click on Organization Name to navigate down the Organization Hierarchy. Click on “Employee Headcount” to view staffing, headcount movement, employee retention, performance distribution, workforce demographics and compensation in the selected organization.

<table>
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<tbody>
<tr>
<td>Provost and Exec VP Acad Aff</td>
</tr>
<tr>
<td>Division of Finance and Admin</td>
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<td>Division of Oper and Safety</td>
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<td>Athletics Department</td>
</tr>
<tr>
<td>Development Administration</td>
</tr>
<tr>
<td>External Relations Admin</td>
</tr>
<tr>
<td>General Counsel</td>
</tr>
<tr>
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<td>Provost and Exec VP Acad Aff</td>
<td>4,261</td>
<td>80.55%</td>
<td>4,219.26</td>
<td>80.42%</td>
</tr>
<tr>
<td>Division of Finance and Admin</td>
<td>390</td>
<td>11.15%</td>
<td>380.00</td>
<td>11.23%</td>
</tr>
<tr>
<td>Division of Oper and Safety</td>
<td>148</td>
<td>2.82%</td>
<td>148.75</td>
<td>2.84%</td>
</tr>
<tr>
<td>Athletics Department</td>
<td>108</td>
<td>2.04%</td>
<td>107.50</td>
<td>2.06%</td>
</tr>
<tr>
<td>Development Administration</td>
<td>79</td>
<td>1.49%</td>
<td>79.00</td>
<td>1.51%</td>
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<td>11</td>
<td>0.21%</td>
<td>11.00</td>
<td>0.21%</td>
</tr>
</tbody>
</table>
Knowledge Check!
Question 1

What is the easiest way to find the headcount for your Business Unit categorized by Employee Classification?

A. HR Staffing
B. HR Turnover
C. HR Quick Facts
Question 1

What is the easiest way to find the headcount for your Business Unit categorized by Employee Classification?

A. HR Staffing
B. HR Turnover
C. HR Quick Facts
Finding the Answer

Employee Information

- Total Distinct Employees: 10,534
- Administrative: 2,326
- Faculty: 1,721
- Staff: 1,244
- Temporary: 1,606
- Student Employees: 3,637

Top Ten Business Units with Highest Headcount

Employee Count by Ethnicity

Employee Percent by Gender
Question 2

Where would you need to go in BI to find the different positions within your Business Unit, and how many employees are in each?

A. HR Quick Facts
B. HR Staffing
C. HR Turnover
Question 2

Where would you need to go in BI to find the different positions within your Business Unit, and how many employees are in each?

A. HR Quick Facts
B. HR Staffing
C. HR Turnover
Finding the Answer
Question 3

What Dashboard Prompt would you need to change in HR Turnover to get the voluntary turnover rate for Faculty?

A. Business Unit Description
B. Salary Pay Plan
C. Month
Question 3

What Dashboard Prompt would you need to change in HR Turnover to get the voluntary turnover rate for Faculty?

A. Business Unit Description
B. Salary Pay Plan
C. Month
HR Demographics Demo
## Employee Information

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<th>Faculty</th>
<th>Staff</th>
<th>Temporary</th>
<th>Student Employees</th>
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</thead>
<tbody>
<tr>
<td>10,534</td>
<td>2,326</td>
<td>1,721</td>
<td>1,244</td>
<td>1,606</td>
<td>3,637</td>
</tr>
</tbody>
</table>

### Top Ten Business Units with Highest Headcount

<table>
<thead>
<tr>
<th>HR Business Unit Description</th>
<th>Active Headcount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACAD PLAN &amp; ACCOUNTABILITY</td>
<td>30</td>
</tr>
<tr>
<td>ADVANCEMENT</td>
<td>90</td>
</tr>
<tr>
<td>ATHLETICS</td>
<td>180</td>
</tr>
<tr>
<td>BUSINESS AND FINANCE</td>
<td>65</td>
</tr>
<tr>
<td>COLL COMM ARCH &amp; THE ARTS</td>
<td>654</td>
</tr>
<tr>
<td>COLL OF ENGINEERING &amp; COMPUT</td>
<td>653</td>
</tr>
<tr>
<td>COLL OF NURSING &amp; HLTH SCIENCE</td>
<td>326</td>
</tr>
<tr>
<td>COLL PUBLIC HEALTH &amp; SW</td>
<td>228</td>
</tr>
<tr>
<td>COLLEGE ARTS SCIENCES &amp; EDUC</td>
<td>2,436</td>
</tr>
<tr>
<td>COLLEGE OF BUSINESS</td>
<td>503</td>
</tr>
<tr>
<td>COLLEGE OF LAW</td>
<td>190</td>
</tr>
<tr>
<td>COLLEGE OF MEDICINE</td>
<td>1,300</td>
</tr>
<tr>
<td>COMMUNITY ENGAGEMENT</td>
<td>9</td>
</tr>
<tr>
<td>CONTROLLERS</td>
<td>122</td>
</tr>
<tr>
<td>ENROLLMENT SERVICES</td>
<td>313</td>
</tr>
<tr>
<td>EXTERNAL RELATIONS</td>
<td>62</td>
</tr>
</tbody>
</table>
BI ACCESS REQUEST AND RESOURCES
Helpful Resources Available

- Panthersoft.fiu.edu
- HR.fiu.edu
- Job aid
- Recorded webinar
- Mobile Dashboard
- Questions to HRIS@fiu.edu

Through FIU Business Intelligence (BI), the Human Resources Dashboard provides:

- A quick and easy way to view both high-level information and detailed employee data in one place.
- Data related to demographics, top performers, hiring trends, and much more.
- Quick Facts Tab which provides a brief snapshot of current employee information.

How do I obtain access?

Access to the Division of Human Resources business intelligence dashboards depends on your role within the university. Business Unit Heads, Department Managers, and HR Liaisons at the Business Unit level were automatically provided access. If you do not serve in one of these roles, you will need to complete a BI Access Request form in MyFIU.

Training

- Register for Business Intelligence – Human Resources Webinar – 10/24/2017
- PantherSoft – Guides & Tutorials

A quick reference guide has also been developed to highlight key tools and functionalities. If you have any questions regarding HR Business Intelligence, please contact hris@fiu.edu.
Getting Credit for Attending Today

• Go to: go.fiu.edu/BI_WebinarSurvey
• Complete BI Webinar Survey
• Include your My Accounts Username
Thank You!