Managing Events on Campus: A Comprehensive Experience

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What is EMS?

- EMS is our Event Management System software offered by Accruent (formerly Dean Evans and Associates).

- Powerful room scheduling, event management, catering and registration software capable of integrating with many different software systems we already use.

What Did We Do Before EMS?

- CU Denver – Scheduled classrooms through the Auraria Higher Education Center (AHEC) EMS system and general conference rooms were left to administrative persons to schedule via Outlook or paper calendars.

- CU Anschutz – Scheduled classrooms through EMS along with some general conference rooms. Others were scheduled via Outlook and paper.

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What Did We Do Before EMS?

- Events on the Anschutz Campus were handled by hallway conversations and we (service providers) "hoped" we were looped in where necessary.

- Denver Campus events were done the same way, if at all, due to staffing limitations of a split campus with no additional resources.

What Did We Do Before EMS

- Lights/HVAC literally were "on" all the time. One entire FTE dedicated to combing the EMS reports to schedule the lights/HVAC on and off.

Baby Steps…

- In 2011, a small group of resource managers formed a committee to review events on the campus; tasked with finding a better way

- Researched various programs, software and what our sister institutions were doing…Boulder had EMS, AHEC had EMS, we were using EMS

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Baby Steps….

- Our BAS engineers lobbied for EMS to be chosen because they had been researching a piece of software that would automate the lights and HVAC operations with a plug-in for our current EMS system, making their work much simpler.

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Baby Steps….

- We worked with our Educational Support Service director to come up with a budget to add our resources to the existing software.

- Our BAS engineers developed a proposal to have the proper sensors placed in all spaces on the Anschutz Campus so rooms would work with the plug-in.

Estimates for Justification (2012)

- Initial estimates for hardware & software was $368k, with projected annual savings of $151k.

- 2.4 years simple payback

- 585,097 kWh

  - Equivalent to 78 homes

- 1027 Tons CO_2e

  » Equivalent to 180 car emissions

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Building the System

- EMS assigned a project manager and the committee began talking about what we wanted the system to do with regard to parking, housekeeping, event setups, police, electronic security and traffic.

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Building the System

- Our BAS engineers continued to work the project which included identifying the need for sensors in each room, the appropriate programming for the type of room where HVAC was concerned and how to integrate all of those pieces between the BAS system, the Events2HVAC plugin and the EMS System.

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Building the System

- While the system was being configured and we prepared to go-live, a new website was created with information to guide users on how to handle events on campus.

- One year after the we started the project, we were able to implement the "resources" portion of the program.

Let's Do More!

- 6 months into the implementation, the Student Commons Building on the CU Denver Campus became a reality.

- A decision was made, in conjunction with leadership on both campuses, to combine the databases from CU Denver and Anschutz, into one database.

Let's Do More!

- Combining databases involved programming and expertise from our system IT office to integrate the student information system for classroom scheduling.

- We needed to work with AHEC to make sure that what we were taking out of the database left them with enough information to manage the climate.

Let's Do More!

- ….and because we love a challenge, we decided that every single classroom and conference room, public or protected, would have to be scheduled through EMS.

Efficiencies and Successes

- We now offer a one-stop shopping system for our clients that is comprehensive and easy to use.

- We no longer have heating and cooling taking place in areas that once ran 24/7.

- The project paid itself back in energy savings in just under 3 years

- Xcel rebates - $39,458 (11.3%)

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Efficiencies and Success

- We can provide accurate reports to leadership showing growth in events, classroom utilization, meetings, etc.

- We have a much more accurate and comprehensive tool for our emergency responders to utilize on campus, if necessary, where there was none before.

Challenges Past, Present and Future

- Funding

- Time

- Changing the culture of mine, mine, mine in terms of rooms and schedule

- Educating an entire campus population

- Technology

What We're Doing Now

- Both campuses are utilizing EMS to schedule classes, book conference spaces, and host events.

- Our BAS engineers have embarked on a utilization project through the system that will more accurately capture when rooms are actually being used.

What We're Doing Now

- EMS is also used to manage the film/video request process on campus; automating a very tedious paper process.

- EMS is also used to manage the asset disposal process for both campuses.

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EMS Can Work For You

- EMS is a powerful tool.

- EMS did more for our campuses than we could have possibly imagined.

- The benefits far outweigh the initial expenses of the system.

Questions?

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