

ESR Enterprise Systems Renewal

Change Coalition Meeting

Enterprise Event and Production Management

April 13, 2021

Meeting Agenda

- **Welcome** - Jill Townsend
- **Spring Break Enrichment Pilot** - Darlene Schlueter
- **EEPM Project Update** - Jessica Pohle
- **University-Wide COVID-19 Events Tasks Force Update** - Sharon Van Bruggen
- **Event Form Review** - Jill Townsend
- **Open Discussion** - All

Spring Break Enrichment Opportunities Pilot



- Spring Break, Stay Safer by Staying Put initiative
 - Special one-time authorization to offer socially distanced programs
 - March 21-28, 2021
- Students Affairs offered nearly 80 events
 - Outdoors in small groups
 - Recreational experiences
 - Hybrid format
 - Virtual format

Spring Break Enrichment Opportunities Pilot

- March 3, EEPM successfully launched the first phase of the Event and Activities Intake Form
 - Quali Build - forms and approval workflows
 - The University-Wide COVID-19 Events Taskforce and the Emergency Operations Center (EOC) contributed expertise in the business system requirements
- 12 Events Completed
 - 6 Distribution or Item Pick Up Activities
 - 6 In-person events

Events and Activities Intake Form

Events and activities should be held in a virtual format whenever possible. Every effort should be made to find alternatives to in-person events. However, if an in-person component is essential to your program there is an opportunity to submit a request for consideration.

Please complete this [Event Intake Form](#) to submit a request for the following types of activities:

1. Co-Curricular Student Projects Pilot Program
2. **Distribution or Item Pick Up Activities (Available now)**
3. Filming on Campus
4. In-person Events
5. Virtual Events

+ [Expand All](#)

- ▶ Co-Curricular Student Projects Pilot Program
- ▶ Distribution or Item Pickup Activities
- ▶ Filming on Campus
- ▶ In-Person Events
- ▶ Virtual Events

<https://blink.ucsd.edu/sponsor/events/index.html>

Project Status Update

- Rolled out in-person and distribution event intake forms for spring break enrichment
- Current work In Progress:
 - Finalizing configuration and testing for filming, co-curricular and virtual event form paths
 - Scheduling sessions to collect requirements for reporting, mobile app and digital signage
- Risk(s)/Issue(s):
 - Due to the ongoing uncertainty attributed to COVID-19, the team has and may need to shift priorities in the future

Project Status Update

University-Wide COVID-19 Events Task Force

Sharon Van Bruggen

Event Form Review

UC San Diego

Submitted By

Pohle, Jessica

What type of activity are you planning? *



Actions

Submit

Save

Discard

Open Discussion

Going beyond a campus notice, what resources can we provide you to help spread the word about EEPM and the Activities and Events Intake Form?

Open Discussion

What would you like to learn more about at the next change network session?

Next Meeting

Tuesday, May 11, 2021
11:00 am - noon

Questions

Thank you!