Rackham Student Government
Sponsored Event Report

Organization: Association for Asian Public Health Action (AAPHA)
Contact person & email: Félice Lê
 felicle@umich.edu

Event name: Out From Under the Umbrella luncheon seminar series
Event date(s): 10/24/2011 (not sponsored by RSG), 11/30/2011, 12/7/2011

1. # of students who attended:
   10/24/2011: 22
   11/30/2011: 12
   12/07/2011: 32

2. % of attendees who are graduate students:

   (These numbers may be estimates, but if they are, please explain what made exact counts difficult.)

   10/24/2011: 90%
   Because the first seminar was not sponsored by RSG, our sign-in sheet did not include a column for identifying graduate students. No faculty were present (aside from the speaker), but a staff person attended and it is possible one or two undergraduate students attended.

   11/30/2011: 100%

   12/07/2011: 81–97%
   Although we included a column in our sign-in sheet to identify graduate students, not all attendees filled in this column. We know at least 81% of attendees were graduate students, but it may have been as high as 97%.

3. Event summary: What went well? What didn’t go well? What will/would you change for a future event like this?

   Overall, the seminar series went well. The speakers were engaging and the attendees seemed interested and asked questions after the presentations. In particular, we think we were very successful in getting speakers from varied backgrounds who spoke on varying topics: the first speaker spoke primarily about his own experiences as a Chinese-American researcher doing research in China; the second speaker presented data contrasting the menopausal transition among Chinese American, Japanese American, and non-Asian American women; and the third speaker presented her analysis plan for a study contrasting socioeconomic gradients in cardiovascular risk among Asian Indians in India and the U.S. We also attracted attendance from public health students who do not often interact with each other because they are in different programs—students attended from different departments, and from both masters and doctoral programs. For future seminars, we plan to invite more speakers from outside the School of Public Health (we already have a speaker from EMU lined up and are in the process of inviting speakers from a research group in the UM Psychology Dept. who do work related to acculturation) and to continue to make sure we address the health of diverse populations (e.g., we would like to have a seminar focusing on Pacific Islander health).

Please submit this report, along with original receipts, to RSG Treasurer Mindy Waite (rsg-treasurer@umich.edu) by INSERT DATE HERE. If we do not receive the report and receipts by then, you forfeit reimbursement.
The primary thing that did not go well was that we only reserved the room for one hour, and there were other classes in the room immediately before and after the luncheon. This made the seminars feel rushed and made set-up and clean-up stressful. Starting next semester, we plan to reserve the room for two hours, including a half-hour beforehand for set-up. Besides giving us more time to prepare and clean the room, this will give more time for informal discussion at the beginning and end. We found that having unstructured time at the beginning was important because many of the attendees did not already know each other and this gave them time to meet each other informally while getting their food. We also will need more time for questions and discussion at the end—we ended up having to cut the post-presentation discussions short this semester.

We are discussing how best to manage scheduling for future seminar series. We initially estimated 25 attendees per seminar; average attendance was 22, which was close to our estimate, but there was a lot of variability between seminars. We originally scheduled the seminars to avoid conflict with large mandatory classes in various School of Public Health (SPH) classes, and we think this was a good strategy that we plan to repeat. However, for future seminars we are working on getting the scheduling done earlier so that we can simultaneously avoid conflicts with large classes, accommodate speakers’ schedules, and space the seminars out better throughout the semester. In particular, we would like to hold the first seminar of each semester early in the semester, before classes become too hectic.

In terms of advertising the seminars, we found that in order to boost attendance it was important to (1) send multiple mass e-mails informing and reminding people of the event, (2) post the seminars on SPH’s online event calendar, and (3) send additional targeted e-mails to groups who be specifically interested in a particular speaker’s presentation. We plan to ask future attendees how they found out about the seminar; we posted fliers around SPH before each seminar, but we would like to know whether this is a useful investment of money and time.

Although it added cost and effort, we think it made a big difference that we provided lunch at the seminars. Many of the attendees had few breaks throughout the day and gave up their lunch hours to attend. We also found that providing lunch gave the seminars a more comfortable, informal atmosphere and encouraged attendees to talk with each other while they served themselves and to sit near each other; this was important because, as mentioned above, many students who attended did not know each other beforehand. Finally, we think it was worth the considerable additional effort to have a different local restaurant cater each lunch; doing so was in keeping with our theme—underscoring the diversity masked by the umbrella terms “Asian” and “Asian American”—but it also allowed us to introduce our organization and begin forging relationships with several different Asian-owned businesses. This may help with future AAPHA community service efforts.

4. Financial breakdown: Please itemize any revenue from the event (e.g. entrance fees, donations), overall costs, and note in particular final costs toward which you put RSG funds.

There was no revenue from these events.
Costs:

<table>
<thead>
<tr>
<th>Seminar</th>
<th>Funders</th>
<th>Category</th>
<th>Vendor</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Health Student</td>
<td>Printing*</td>
<td>UM ITS</td>
<td>12 color fliers</td>
<td>$0.35 \times 12 = $4.20</td>
</tr>
<tr>
<td></td>
<td>Assembly (PHSA)</td>
<td></td>
<td></td>
<td>** Additional black &amp; white fliers were**</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>** print at no cost using AAPHA members’**</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>** unused UM ITS printing allotment.**</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>PHSA, RSG</td>
<td>Printing*</td>
<td>UM ITS</td>
<td>13 color fliers</td>
<td>$0**</td>
</tr>
<tr>
<td>3</td>
<td>PHSA, RSG</td>
<td>Printing*</td>
<td>UM ITS</td>
<td>12 color fliers</td>
<td>$0.35 \times 12 = $4.20</td>
</tr>
</tbody>
</table>

** We anticipated a cost of $4.55 ($0.35 \times 13) but the ITS charge never appeared in WolverineAccess; we don’t know why.

1 PHSA Food TK Wu 1 tray tofu with vegetables 1 tray eggplant 1 tray chicken 1 tray noodles 1 tray white rice plates and chopsticks $150.00

2 PHSA, RSG Food Saigon Garden 1 tray chicken 1 tray vegetable noodles 1 tray fried rice ½ tray white rice plates $117.50

3 PHSA, RSG Food Madras Masala ½ tray chicken masala ½ tray vegetable curry 1 tray rice $125.00

Note: AAPHA provided cups, paper towels, trash bags, forks, and additional plates from its own stores. As these stores are now depleted, we will have to request funding for these items for future seminar luncheons.

TOTAL PHSA, RSG $400.90

TOTAL FOR SEMINARS 2 & 3 ONLY PHSA, RSG $246.70