

**AAMC EVENT EVALUATION**

date of evaluation:

Name & Description of the Event	Life Long Learning Committee February Book Club: Parable of the Sower
Day, date and time (s)	February 26, 2023, 1-3pm
Name of Committee	Life Long Learning Committee
Committee Chair(s)	Connie Davidson, Myila Granberry
Committee Members	
Alumnae Relations staff	
Other volunteers	
What Mills department/organization collaborated with you?	
How were the duties divided & how could it they have been better handled?	
What was the goal of this event as it pertains to the AAMC Mission?	Share understanding of literature for the purpose of enrichment.
How was event/program received by targeted attendees (site specific comments)?	Those that attended were excited about the book and the conversation was lively and meaningful.
Targeted attendees? Circle one:	undergrads grads <b>alumnae</b> other: _____
How many undergrads attended?	
How many grads attended?	
How many guests attended?	1
How may BOG attended?	
How many faculty & staff attended?	
How many Alumnea?	9
How many others attended?	
Total attendees	10
Method of invitation – circle all that apply	Email Eucalyptus Quarterly Invitations Other? <u>Mills Calendar</u>
How far in advance were invitations sent?	December 2022

How many RSVPs were received?	14
What food, if any, was served?	Pot luck sandwiches, nuts, cheese, fruit, coffee, and sparklining water
Quantity of food served	N/A
Source of food	members
What drinks were served?	no
Quantity of drinks served	
Source of drinks	
Cost of food	
Cost of drinks	
Other costs (decorations, gifts, honorarium, door prizes, food & other items for care package, etc.)	
Total event cost	
Cost per targeted attendee	
AAMC portion of cost	
AAMC budget for event	
Who paid for remainder of the cost?	
What were the best things about the event? Did you achieve the expectations/goals?	The conversation
How did you recognize that this event was successful (what were the expectations/goals)?	Everyone participated in the discussion and conversation.
Should the event be repeated as is?	Y N
Suggested changes for next time	
Who participated in this review?	Connie Davidson
More comments?	

