SUMMARY OF EVENT:
The Country Fair continues to be a very successful, popular campus-wide event.

- **Cost:** The total amount requested by ISA was $4,724.92. The SGA committee decided to fund the security detail ($90), CHAPS rental ($677.95), NOLA Sound ($450.00), and the band AsheSon ($1,200). This total amounts to $2,417.95. Per new SGA guidelines, events are now capped at $1,500 and the committee decided to override this amount to allocate $2,417.95. SGA chose not to fund food for the tables because they wanted to see quotes or receipts in advance of approving the budget, which does not work for the purchasing of fresh ingredients by many different students.
- **Location:** The Fair took place in the Peace Quad.
- **Entertainment:** Entertainment was provided by AsheSon and a student DJ.
- **Set Up:** Set up began around 11:30 AM when the tables arrived and cleanup was completed by 5:45 PM. Tables were delivered later than asked due to multiple deliveries on campus the same day.
- **Reviews:** Overall, the Country Fair received very positive reviews from the participants including:
  - “Loved it!”
  - “Loved all the food”
  - “Met many international students”
  - “Food was sold out, looks like they liked it!”
- **Suggestions for improvement included:**
  - More advertising
  - More seating
  - Possibility of bringing alcohol beverages
  - Better country signs

OBJECTIVES/GOALS:
- Showcase Loyola's diverse international community.
- Create a participatory event where international students can interact with U.S. American students, faculty and staff.
- Create an educational event that increases international knowledge and awareness of Loyola's students, faculty and staff.
- Provide an opportunity for international students to share their culture with the Loyola community.
- Provide an opportunity for returned study abroad students to share about their experience and meet others who are also interested in that country (international students or students who want to study abroad in that country).
- Encourage Loyola students to study abroad by providing information about study abroad and exposing them to information other countries as well as their food and entertainment.

SUMMARY OF PARTICIPANTS:

| Total Number of Tables: 32 (8 foot), 40 chairs |
| Tables Serving Food: 23 |
| Tables Representing Countries: 23 |
| Countries / Regions Represented: |

<table>
<thead>
<tr>
<th>Bahamas</th>
<th>New Zealand</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belgium</td>
<td>Nicaragua</td>
</tr>
<tr>
<td>Brazil</td>
<td>Palestine</td>
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<tr>
<td>Dominican Republic</td>
<td>Saudi Arabia</td>
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<tr>
<td>Ecuador</td>
<td>Spain</td>
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<tr>
<td>France</td>
<td>Switzerland</td>
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<td>Germany</td>
<td>Trinidad and Tobago</td>
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<tr>
<td>India</td>
<td>Tunisia</td>
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<tr>
<td>Ireland</td>
<td>US Virgin Islands</td>
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<tr>
<td>Italy</td>
<td>UK</td>
</tr>
<tr>
<td>Japan</td>
<td>Venezuela</td>
</tr>
<tr>
<td>The Netherlands</td>
<td></td>
</tr>
</tbody>
</table>
**Other Tables:**

<table>
<thead>
<tr>
<th>Additional Seating (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dining Services (2) Supplies (2)</td>
</tr>
<tr>
<td>CIE Abroad</td>
</tr>
<tr>
<td>DJ &amp; Sound Board (2)</td>
</tr>
</tbody>
</table>

**EVALUATION METHODS:**

Evaluations filled out by each country table. ISA E-Board gives recommendations. Results compiled, reviewed and discussed by CIE staff.

**RESULTS/OUTCOMES:**

**Country Fair Table Host Evaluations (16/23 Evaluations Received)**

1. Was this the first time you sponsored a table at the Country Fair?
   - Yes: 14
   - No: 2

2. What were your thoughts/impressions of the students who visited your table? How interested/knowledgeable did they seem in your culture/country?
   - They liked the food. Very engaging.
   - Seemed interested in the food and culture
   - Interested in the food but also willing to engage in conversations about the country
   - Intrigued about the country’s history and politics
   - “Food was sold out, looks like they liked it!”
   - Mostly interested in the food
   - Friendly / Interested

3. What improvements could be implemented to make the Country Fair better?
   - More advertising, not many people knew about the fair
   - Advertise that it is free, a lot of people thought they needed to pay
   - More seating
   - Possibility of bringing alcohol beverages
   - More direction for student crowds
   - Reminder to bring more servings next time
   - Music before the band was too loud
   - Better country signs

4. How likely will you be to sponsor a table again? Please explain why.
   - Very likely: 11
     - Fun experience. Liked talking to others about my country
     - Keep representing my country
     - Share my country with others
     - It introduces people to new cultures
     - “Everybody likes our food!”
     - Really fun afternoon and the atmosphere was nice
   - Not very likely: 1
     - Graduation
   - I won’t: 3
     - Leaving the country at the end of the semester

5. How quickly did you go through the food at your table?
   - Slow but constant
   - About 2 hours
   - Fast
   - Very quickly
   - 30 minutes
   - One hour
   - Almost to the end
   - 45 minutes

6. How much money did you spend on food for your table (if applicable)? Was this enough or would you want to be able to spend more?
   - $60 approximately
   - $50 was enough
   - $25
   - $75. Would have liked to spend more, produce was very expensive
   - Over $100. Would have liked to spend more
- 6 out of 16 tables said that they would like to spend more
- 10 out of 16 tables said it was enough with $75 or less

7. What did you think of the entertainment? Do you have any suggestions?
   - Have music from different countries
   - It was great. DJ was too loud
   - Really enjoyed the band, it kept us dancing
   - Would have loved to see dancers
   - Maybe have a more interactive band
   - Have more international music

8. Any other thoughts about the Country Fair?
   - "Loved it!"
   - "Loved all the food"
   - "Met many international students"

ISA E-Board Recommendations

Control of Food-
Instructions provided before and during the event this year helped tables to stagger the food instead of serving it all at once. This made it last longer. Continue to remind students to prepare and serve small portions so they don’t run out too fast.

Music-
ISA would like to see more student groups and performers in the future, especially if budget is limited. ISA would prefer to spend money on food and tables rather than entertainment.

More interactive activities-
The quiz provided at the country fair garnered a positive response from most of the people who actually took the time to fill it in. Actual activities within the event are a great idea and should be encouraged in some way, shape or form.

Based on the surveys, observations and feedback from the ISA E-Board, students and staff, the Country Fair was successful in achieving its goals and objectives:

- Showcase Loyola’s diverse international community.
  - More than 20 countries were featured.
- Create a participatory event where international students can interact with U.S. American students, faculty and staff.
  - The Country Fair creates such an environment.
- Create an educational event that increases international knowledge and awareness of Loyola’s students, faculty and staff.
  - The students at their tables help to do this.
- Provide an opportunity for international students to share their culture with the Loyola community.
  - International students who wish to participate have the opportunity to do this.
- Provide an opportunity for returned study abroad students to share about their experience and meet others who are also interested in that country (international students or students who want to study abroad in that country).
  - A number of tables this year were a combination of international students and returned study abroad students (Ecuador, New Zealand, France, etc.)
- Encourage Loyola students to study abroad by providing information about study abroad and exposing them to information other countries as well as their food and entertainment.
  - We had a table with information about study abroad options as well as tables hosted by the Loyola summer program faculty directors.

RECOMMENDATIONS

1. Funding
Per SGA: “The request for food ($1,500) was not supported by sufficient backing documentation and the committee was not able to track exactly how the money would be spent. The figures provided were only estimates and not backed by matching documentation. The request for supplies/materials ($312.78) and Sodexo catering ($494.19) were not approved because in combination with the approved requests would have surpassed the $1,500 cap and further exceeded the approved amount of $2,417.95. Caps are applied to requests to ensure the largest number of student organizations are able to apply for allocation requests to take advantage of the student fees all students pay.”

Going forward, it will be critical that ISA works with SGA beginning early in the semester to find a solution to the problem of purchasing food for student tables. If necessary, students may need to propose detailed budgets in advance or work with Sodexo for some type of catering arrangement. ISA should also apply for a $500 diversity grant, and consider student groups for entertainment. Seek co-sponsorship through partnerships with other student orgs and departments. Funding will continue to pose a challenge as student enrollment declines, reducing student fees available to SGA.
2. Catering:
- Ensure that large coolers and ice for storing drinks are listed in the contract.
- Ask that all hot water be in the trays by 2:45 AND that it comes hot. Attendants should also be asked to light sterno.
- Attendants did great job this year of guarding drinks so that students did not take sodas before the fair began.
- Consider getting only water, barrels and attendants as lemonade was ridiculously expensive ($12.99/gallon)

3. Entertainment
- Possible options for next year – Kumbuka or other African group – something more interactive as music alone tended to fade into background.
- Make sure DJ plays a variety of music.
- More students groups, dancing and participation

4. Information given to participants
- Encourage students to bring a lot of food and portion it in small servings – make sure they know that at least a couple of hundred people will come.
- Reiterate to tables that they should not start serving until 3:30.
- Give tables a detailed list of how to set up, what to expect during the fair, and how to breakdown their table once the Fair is over so that it does not fall to volunteers to clean up every table.
- Make sure all participants get the info from the website about how to host a successful table

5. Getting table hosts
- Email outgoing study abroad students (in addition to returned) early to let them know about the Country Fair and that they can be matched with an international student to host a table together.
- DO NOT FORGET to email faculty that lead study abroad programs and/or teach courses that might like to host a table.
- Invite as many other student organizations as possible and encourage them to co-sponsor the event.

6. Opening
- ISA E-Board member should serve as “Master of Ceremonies” with an introduction and announcements at breaks.
- To get people excited and make it clear the Fair has official begun we can have the opening announcements (ISA, entertainment, etc.) and then announce each country name and have the table cheer when their name is called.

7. Table layout
- U-Shape worked well with dancing/dining area in the middle. Kept students moving through the Fair.

8. Signs
- Some students thought there should be better signs for their tables, but most made their own signs during the Crafting Event the week before Country Fair. Encourage more students to come by CIE and make materials for their tables.

Food/Supplies/Expenses Notes:

We spent $250.675 at Costco

Purchased:
315 cans of soda
4 boxes of forks (500)
4 packs of small plates
2 packs of napkins (1000)
3 packs of 3oz cups
1 pack of small aluminum pans
1 pack of spoons (500)

Catering bill: $444.19

Entertainment expenses: $1300
- $1200 AsheSon
- $100 DJ

Total food reimbursement for tables: $1,022.58

Nola Sound: $450

CHAPS: $576.05 (Originally quoted $677.95 but we reduced # of tables. Extra $100 used for DJ)