ACOFP –TUCOM

Annual Family Medicine Banquet 05/02/2024

Proposal:

**Hosted by**: American College of Osteopathic Family Medicine – Touro University California Chapter (ACOFP-TUCOM CA)

**Description:**

Every year, ACOFP-TUCOM CA student leadership invites medical students and family medicine physicians to join them for an evening banquet. This year, student leadership plans to have this evening banquet on 05/02/2024 from 5:30pm to 8:00pm at the Faragut Inn. The banquet will be split into two main parts. The 30 minutes will consist of a presentation from an ACOFP physician leaders. After this, people will be given some time to grab food and then physicians will be stationed at each table, and we will have medical students at each station. We will have students rotate every 20 minutes to allow conversations with different physicians (the process is similar to speed dating, but in a physician-student networking context). No clinical activity will be involved, the event will mainly involve eating and talking throughout the night.

**Number of Guest:**

We’re anticipating around 30 guests max for this event. This takes into consideration of 2 non-TUC Community guests at most. These guests include the ACOFP leader who will speak in the first 30 minutes, and five other family medicine physicians who live around the Vallejo area (Stockton, Walnut Creek, Concord).

**Checking-in:**

Once the banquet is approved, student leaderships plan to use either Campus Group RSVP system or Google Response Form to let students register for the event. For physicians, we will personally invite the physicians through email and wait for their response. We will place a cap on the maximum number of students who can register on the RSVP form so the amount of people attending the event will not exceed 30 people. On the day of the event, two student leaders will be stationed near the entrance of Farragut Inn with a list of guests who have registered (both family physicians and students) and make sure they sign in before grabbing food and drinks.

**Food:**

Student leadership will work with TUC Catering and Dining Services for this event. Once the event is approved, we plan to go forward with the Kosher-approved Italian Buffet option. No alcohol will be served.

**Tabling and Chairs:**

Student leaderships plan to have 6 big tables and 6 chairs at each table (36 chairs).

**Projector and Microphone:**

As the event will include physician speakers, student leaderships will collaborate with TUC IT department for projector and microphone access prior to the event.