

Report of the 2015-2016 Local Arrangements Committee, Seattle, WA

July 15, 2016

Chair: Sarah Diefendorf, University of Washington

Committee Members: Patrick Denice, Hedy Lee, and Ande Reisman, University of Washington

Annual Meeting Site: Westin Hotel, Downtown Seattle

Preliminary Meetings:

On November 12th, Sarah joined the ASA Local Arrangement Committee's meeting, held at the University of Washington, to share and collaborate on ideas for joint tours between ASA and SSSP. A list was developed that reflected the ideas of both the SSSP and the ASA local arrangements committees.

During the SSSP Final Site Visit, Sarah, Patrick, Hedy and Ande joined Michele and David Smith for dinner at Blueacre Seafood on Sunday, November 22nd. We discussed the expectations and deadlines of the Local Arrangements Committee. Specifically, we talked about ideas for meeting tours, as well as various ways to promote the meetings locally and over social media. We also discussed potential local funding opportunities in the Seattle area. Further, Michele and Sarah went over the expectations for the Welcome to the City pieces, the restaurant guide, and the condensed press release. We all had a lively conversation about the excitement surrounding the theme for this year's meeting.

On Monday, November 23rd, Sarah joined David and Michele for a breakfast meeting at the Westin with Stacy Browning, the Meeting and Event Manager for the Westin. Michele and Stacy went over specific program details at breakfast, and then Michele, Stacy, David and Sarah spent a couple of hours conducting an extensive tour of the hotel's meeting spaces. We discussed the set-up of a variety of rooms and reception spaces.

In early April, Sarah worked quickly to find an additional tour for SSSP conference-goers. The committee met, and then Sarah met with a graduate student at UW, Julian Barr, who is a student of the faculty member leading the LGBTQ History tour for ASA. Julian agreed to run a similar tour for us.

Program/Conference Materials:

Sarah wrote both the graduate student-specific and generic versions of the "Welcome to City" letters and titled them both "Welcome to Seattle!" They include a historical and contemporary overview of the city of Seattle, highlighting details that bring to light the excitement around the conference's theme of attending to issues of globalization. Both letters include suggestions for activities to do outside of the meeting, and the graduate student letter highlights budget-conscious and free events of interest.

The entire committee wrote the restaurant guide. We divided the extensive guide by neighborhood, with those closest to the conference location at the beginning of the guide.

We also included a special sub-section specific to Pike Place Market. Each restaurant description includes a phone number, website, and price range, but more importantly, includes the committee's "review" of the spot (if applicable), and we highlighted all of our favorite, and often lesser-known, restaurants to try. We made sure to include a wide range of foods and pricing options to highlight the widely diverse but also accessible Seattle food scene.

Sarah wrote the abridged version of the Press Release.

Meeting Promotion:

The LAC researched a wide range of academics in the state of Washington that would be a good fit for conference attendance. This list was submitted to Michele Koontz who followed up with a mailing of promotional material to all on the list. Many fliers for the meeting were hung and distributed around the sociology department at the University of Washington as well. The meeting information is being tweeted by SSSP and the welcome letters, restaurant guide, and transportation guide are available on the SSSP website.

Action items and suggestions:

The 2015-2016 committee suggests a meeting between the ASA LAC and the SSSP LAC, Michele and whoever will be in charge of coordinating tours at ASA, once committees are formed in the fall prior to the summer meeting. There was quite a bit of confusion, turnover, and last-minute work on the part of the SSSP LAC and Michele due to missed deadlines by others. We believe that a meeting or group phone call between these individuals at the start of the year will help clarify the tour-sharing relationship, if it continues, and, with a new hire at ASA, will get them in the loop early on as well.