



SOUTH ASIAN AFFINITY GROUP (SAAG)

Employee Resource Group (ERG) of Princeton University

Minutes of the meeting of the Steering Committee August 6, 2015

Attendees: Vinod, Rajeshri, Sumit, Jaspreet, Shachi

- **Dr. Subramanian Swamy event**

- **Date & Venue** – 8/20, A01 McDonnell Hall
- **Panelists** – Dr. Swamy, Swati Bhatt and an industrialist. We are still looking for one more faculty member to join the panelists.
- **Anchor** - If we find another panelist then Vinod will ask Swati to be the Anchor otherwise Vinod will play the role of the Anchor.
- **Questions for Panel** – In the invitation, we will request attendees to submit their questions ahead of time to ?
- **Food, Drinks, plates, tables** - Sumit called Tandoor bites and Mehak and got great quotes. Rajeshri and Sumit will take care of ordering the food.
- **Flier & promotion** – Vinod will make the fliers and print them. Shachi will post them on campus. All the team members will email the poster/invitation to their friends.
- **Desk, PU coversheet, microphones and chairs for the panel** – Vinod and Sumit will take care of these tasks
- **Cordless mics for audience** – Vinod and Sumit will order them and the rest of the team members will run up the mike to the person asking the questions.
- **Webcast/recording** – Vinod has made arrangements
- **Photography** – Jeetendra will be taking photographs
- **Cleaning** – Team

- **Diversity and Inclusion Manager Interviews**

- Vinod still requesting all of us to send him our concerns and feedback on Diversity and Inclusion Manager so that he can address it to the candidates during interviews.

- **Any Other Business**

- Milkha Singh will be in the area on 8/18 and 8/19 – Shachi is checking to see if a room in 701 is available to meet and greet Milkha Singh on 8/19 at 4:00 pm.