



## Committee Call Notes

### Scientist Mentoring & Diversity Program for Medical Technology (SMDP MedTech) Outreach & Planning Committee

Conference Call: Wednesday, November 11, 2020

<https://icpdprograms-org.zoom.us/j/86330457068?pwd=dnJNcmZtSXVncGVvUmsrSzdnRXBoUT09>

Meeting ID: 894 1922 5155

Passcode: 886930

#### The following Committee members were in attendance:

- Donielle Johnson, Bausch + Lomb
- Migdaliz Lopez, Amgen Manufacturing Limited
- Scott May, ICPD
- Dustielyn Savage, ICPD
- Medha Shanbhag, Johnson & Johnson Medical Devices
- Elisabeth Valerio, ICPD

**Welcome & introductions: BOLD ITEMS WILL BE COVERED DURING THE CALL.** For a more in-depth briefing contact Scott May at [smay@icpdprograms.org](mailto:smay@icpdprograms.org) or +1 (202) 441-7370

Scott May welcomed the committee members to the final meeting of the year for the Scientist Mentoring and Diversity Program for Medical Technology (SMDP MedTech) Outreach & Planning Committee. Scott mentioned the agenda was sent via email. Scott reminded the committee members that they can locate the agenda, past meeting notes and supporting documents for the meeting on the website [www.icpdprograms.org](http://www.icpdprograms.org), select "Committees" from the "Select an ICPD site" drop-down menu at the top right side of the page. Scott then invited everyone on the call to introduce themselves. Scott reviewed the agenda for the meeting.

#### 2020 SMDP MedTech

- **Debrief about the October 4-5 virtual SMDP MedTech Training Session**
  - **Right amount of production staff (director, assistant director, and productions assistant); pinning of speakers worked well**

Scott stated that the virtual program went very well. The Zoom platform met our expectations. Scott noted that Dustie was the Director of the virtual production, and ICPD hired additional production team members, including an Assistant Director and a Production Assistant. This seemed to be the right amount of production staff. The production team pinned speakers, showcased panels, added additional artwork, managed chat messages and organized numerous breakout sessions. Scott thanked Dustie and the crew for their great work.
  - **Mentors - how to firm them up sooner and ensure expectations are clearly communicated to them?**

We had a fabulous group of mentors participating in the 2021 SMDP Biotech. One of the on-going issues is "fall-off" with some mentors not being able to attend some or all of the training session. We would like to determine how to best communicate to the mentors the expectations before they agree to be mentors. Scott and Dustie have held post-training sessions with the mentors who were absent to introduce them to their mentees.



**Mentoring plans - enhance instructions about how to complete mentoring plans; show an example of a completed plan**

- **Move Scholar/Mentor meetings on start of day 2 to after the first panel; the number of break-out sessions worked well**

ICPD learned that having the breakout sessions first thing in the morning was challenging in creating the breakout rooms. For future virtual training events, breakout meetings will not be scheduled as one of the first sessions on training days.

- **Interactive breaks were good**

During breaks, the production staff kept the main virtual meeting room open for participants to interact informally. These turned out to be great networking sessions.

- **Q&A for virtual meeting was very interactive and chat supported it well**

Q&A seemed to work very well in the virtual format. ICPD let the participants guide the conversations. The online chat function supported Q&A very well.

- **When virtual, are Sunday/Monday the best days for the training?**

Scott asked the committee members to send feedback about the desirability of having the training on a weekend day and a weekday versus during weekdays only.

- **Evaluation**

Elisabeth shared that ICPD carried out a post program survey immediately following the training session and received responses from a majority of the mentors and scholars. Elisabeth is putting together a report. Overall, it was a very positive response and the participants found the program beneficial. In response to a question about how to enhance SMDP MedTech training, numerous participants requested that all mentors be in attendance and participate in the session. Medha suggested that for future programs ICPD ask each partner company to identify one person to send an initial note that introduces the mentors to the ICPD staff, lists the key dates and describes the expectations for them. They should also be told to confirm their participation with ICPD and if ICPD does not hear back from them, then the company representative should be asked to intervene. Medha also felt that having the training sessions on weekends is difficult and suggested possibly doing a Thursday & Friday. Elisabeth thanked Medha for her suggestions. Scott added that we are hopeful to be in-person for the 2021 training program.

- **Follow-up Sessions**

- **CEO Mentoring Session at the Virtual MedTech conference with Carol Neubauer, Chairman & CEO, B Braun of America, Ashley McEvoy, Executive Vice President, Worldwide Chairman, Medical Devices, Johnson & Johnson, and Nacho Abia, Chief Operating Officer, Olympus**

Scott shared that the 2020 Scholar cohort had virtual “pop-up” meetings with three top leaders in industry. This session was well attended by the scholars.

- **Three additional sessions over the next 10 months, for scholars only**

ICPD will host three additional sessions over the next 10 months. J&J MD is one of the “pop-ups” we are planning on having. We will discuss more at the next meeting.

- **In-person sessions at the 2021 BIO International Convention - Scholars and Mentors should arrive in Boston afternoon of June 13; Scholars will depart June 16, after attending the Convention; Mentors can depart afternoon of June 14 or they can optionally attend the BIO International Convention, June 14-17 and will receive full convention access**

Scott noted that we plan to have a “make-up” session in person in Minneapolis for the 2020 SMDP MedTech cohort. They would attend a Sunday night Celebration of



Mentoring & Diversity Reception. ICPD would then have a Monday morning session where the scholars and mentors can have a “wrap-up” debrief about the end of their year long mentorship program. We would like to have the mentors attend as well. Any scholars and mentors that would like to attend the convention will be able to do so.

### **Planning for the 2021 SMDP MedTech Training Session (Sept 25-29 in Minneapolis, MN)**

- **Scholars - scholar registration is open and closes April 11, 2021; Call for Applicants and applications; suggestions on how to recruit more Native American and Pacific Islander students**

The 2021 program will essentially follow the established in-person training format. ICPD is currently accepting applications. The deadline is April 11, 2021. Scott asked that all committee members share the pdf Call for Applicants with their university relation colleagues.

- **Mentors -should arrive in Minneapolis afternoon of September 25 and depart afternoon of September 27; they can optionally attend The MedTech Conference, September 27-29 and ICPD will provide full convention access**

This was postponed until the next meeting.

- **Program agenda, speaker needs - agenda; speakers; contact Elisabeth Valerio ([evalerio@icpdprograms.org](mailto:evalerio@icpdprograms.org)) to discuss**

This was postponed until the next meeting.

- **Celebration of Mentoring & Diversity Reception - Sunday, September 26, 6-9 pm; it will combine 2020 and 2021 SMDP Biotech programs**

This was postponed until the next meeting

### **Current programming:**

- **Virtual support for the Scholars - new SMDP Gateway membership program; new project pages systems; recognition for portal members; smart phone app for the portal; portal usability for career development purposes**

Elisabeth explained that the SMDP Gateway is a brand-new form of membership for individuals who do not qualify or are unable to participate in SMDP. Anyone can join the SMDP Gateway at no charge and gain access to SMDP content and portal functionality. Gateway members are not vetted and they are from various backgrounds and ethnicities. For some users, the SMDP Gateway is a pipeline to later apply for SMDP. This is appealing to undergraduates and community college students. ICPD will be carrying out social media outreach to promote this new membership.

Access to the SMDP Gateway is via the public SMDP homepage. SMDP Gateway members do not have access to the SMDP portal community members, but they do receive content, including the weekly mentoring moments. SMDP Gateway members can also create Project Pages and present their accomplishments in their profiles. Recruiters can search for Gateway members for recruitment purposes. Elisabeth added that another feature allows SMDP Gateway members to “raise their hands” and indicate they would like to be mentored by an SMDP Scholar alumni.

Elisabeth shared that another new feature of the portal is the “Project Pages” section. They are accessed via a new link called “discover” at the top of the SMDP portal page. All the projects are listed there. Any portal user can create project pages about anything they are interested in sharing. For partner companies, they can create Project Pages about professional opportunities and internship programs. Elisabeth asked the committee members to create a Project Page for their companies. Scott added that Project Pages are a great way for students to showcase their



research and activities. He also urged the partner companies to create project pages to help promote areas of interest. Project pages are shared and are publicly accessible and not exclusive to the SMDP community. Multiple people can collaborate on Project Pages.

- SMDP Biotech Scholar report (2010-present) - ICPD researched careers of SMDP Biotech scholars from past 10 year and produced a summary report; **ICPD is developing a similar report for SMDP MedTech**

This was postponed until the next meeting.

- Webinars - **Medical Science Liaison Career Paths webinar was October 16; Reunion Zoom meeting for 2019 SMDP MedTech scholars will be November 18, 10:30-11:15 am PT; remaining 2020 date of December 11 is available**

This was postponed until the next meeting.

#### **Partner Support:**

- 2021 Sponsorship - **GSK a Major Sponsor; contact Scott May to sponsor scholar/mentor pairs in 2021 SMDP MedTech**

Scott stated that we are firming up sponsorship for the 2021 programs. Scott encouraged anyone who needs to discuss sponsorships to reach out to him directly.

- **ICPD is directly "sponsoring" the engagement of emerging companies in the 2021 program, send recommendations to Scott May**
- **Sponsorship page on [www.icpdprograms.org](http://www.icpdprograms.org)**

This was postponed until the next meeting.

- Outreach & Planning Committee - **2021 meeting dates set and ICPD will send calendar requests for future dates;** seeking names of new members; send nominee names to Scott May

This was postponed until the next meeting.

- **Scholar Updates**

This was postponed until the next meeting due to time constraint

- **Sponsor Updates**

- SMDP related announcements
- Diversity and Inclusion activities

#### **2021 SMDP Biotech training session will be June 12-16 in Boston, MA**

**Update on Gallus and ELISA** - online tours and briefings about ELISA and Gallus available by contacting Scott May; Gallus now offering senior and emerging leader engagement; ELISA Summit will be, April 27-29, 2021, In Hwange Zimbabwe

#### **Other & Action Items:**

Scott and Elisabeth thanked everyone for their participation during the last year and wished everyone a happy holiday season and reminded the committee the next call will be Wednesday, February 24, 2021 at 2pm EST.

#### **Upcoming Calls:**

Wednesday, February 24, 2021, 2:00 PM Eastern / 11:00 AM Pacific  
Wednesday, April 21, 2021, 2:00 PM Eastern / 11:00 AM Pacific  
Wednesday, July 14, 2021, 2:00 PM Eastern / 11:00 AM Pacific  
Wednesday, September 8, 2021, 2:00 PM Eastern / 11:00 AM Pacific  
Wednesday, November 10, 2021, 2:00 PM Eastern / 11:00 AM Pacific