



Committee Meeting Summary

Scientist Mentoring & Diversity Program for Bio Technology (SMDP BioTech)

Outreach & Planning Committee

Conference Call

Thursday, October 16, 2014

2:00PM Eastern / 11:00 AM Pacific

Conference Line: 712 775-7100

Access Code: 1071934#

Welcome/Introductions

Scott thanked everyone for attending the meeting.

The following Committee members were in attendance:

- Renate Alting-Joebstl, Amgen
- Chris Barr, biogen idec
- Elisabeth Freeman, ICPD
- Val Kroenke, Amgen
- Alice Martin, Barnes and Thornburg
- Scott May, ICPD
- Charlene Rincon, Amgen
- Dustielyn Savage, Program Manager, ICPD
- Hugo Caicedo, Janssen Pharmaceuticals
- Eduardo Vasquez, Merck

Welcome remarks & introductions:

Scott May welcomed everyone to the 2015-2016 SMDP BioTech Outreach & Engagement Committee meeting. Scott then invited everyone on the call to introduce themselves. Scott told everyone where they could find the agenda for the meeting as well as the supporting documents on the ICPD website under the committee pull down menu.

Current Programming (Webinars):

Scott explained to everyone that we have completed 14 years of the program and we are excited about our 15th anniversary year. We have over 400 alumni and mentors on our portal and actively reaching out and making sure that everyone's profile is updated. ICPD wants to make more resources available such as webinars and online/downloadable resources. Scott asked the committee for some ideas. He reminded everyone the overall theme is to help the scholars reach their career goals and inform them about the industry.



Elisabeth added that we have the ability to share the training modules online through the portal. ICPD has a tentative schedule of webinars that will occur once a month starting in mid November and go through December of 2015. In the past the webinars have been hosted by Scott, Elisabeth or ICPD staff. Amgen has offered to host a webinar as well as St. Jude Medical. Eduardo suggested that an area to have a webinar might be on the image of the Scholars and how they present themselves. Scott shared that Janssen believes that having a webinar on the language of the industry might be helpful as well. Elisabeth shared that having Alumni who have been recently hired discuss how they got to that new position "getting your foot in the door", Charlene agreed. Renate added that a webinar about the workplace politics and transformational change and self-marketing and networking would all be extremely helpful. Chris echoed what Renate had said. Charlene added that teaching the scholars how to be flexible within a company is important. Hugo agrees that these will be a great way for current and alumni scholars to connect and share valuable information. Charlene inquired whether they will be live webinars or recorded and then made available. Scott informed everyone that they will be live webinars as well as recorded and then archived. Any materials will be posted on the portal.

Scott did a quick recap of the ideas... Image Management (how to present yourself), Language of Industry, Reflections from Alumni (that are now working and how did they get there), How to be Savvy within the Organization, Navigating Within Organizations and Work Place Politics, Networking, Flexibility & Change

Scholar Recruitment:

Scott mentioned that ICPD has already gone live with the application on the website for the 2015-2016 program. He asked the committee to please pass on the information to colleagues and institutions. Elisabeth added that there is also a mentor recruitment form on the website. Eduardo informed everyone that he will put the link on his website.

End of the Year Reunion Call:

This refers to the scholars from the year 2013. Scott reminded everyone that the program starts with the 2 day training followed by the convention and then the one year of mentoring. ICPD feels that we should add in an end-of-the-year call with video or teleconference. The tentative date is Wed, December 17th. This will give everyone an opportunity to provide an update. Scott asked the committee if mentors should be included in this call or if we should keep the focus on the scholars. Charlene shared that she thinks it would be beneficial to have the mentors included in the call. Eduardo feels that perhaps having the mentors there in the beginning and then asking them to hang up at the end so that the scholars feel free to speak freely.

Scholar of the Year/ Mentor of the Year:

ICPD will go live with the process of nominating a Scholar and Mentor of the year. This will be a virtual process done through the portal. He welcomed suggestions about whether we do a virtual announcement of the winners or an in person presentation at a reception.

Scientist Mentoring & Diversity Program [SMDP BioTech] | Outreach & Planning Committee



Historically ICPD has done it at the receptions. Anyone who has a profile on the portal is eligible to vote.

Support For Talent Acquisition Staff at Sponsor Companies :

Scott reminded everyone that ICPD will give an orientation to the portal for anyone who would like to be added to the portal for talent acquisition purposes.

Planning for 2015:

Planning has started for the upcoming SMDP BioTech program. It will be held in Philadelphia starting June 13th with a Celebration of Mentoring and Diversity Reception. Training will be on June 14th and half a day on June 15th. The Bio Convention begins mid day on the 15th and goes through June 18th. Elisabeth said she will post a draft agenda and speaker opportunities list prior to the next meeting and welcomed any suggestions or recommendations. Scott shared that it is never too early to start taking suggestions for our keynote speaker for the reception. Scott took a minute to share with everyone how the reception went in Chicago for SMDP MedTech. He thanked Alice Martin again for her help with planning the location for that event. Scott also mentioned our keynote Cristal Thomas, Deputy Governor of Chicago. Elisabeth echoed that the keynote is very important and welcomed any suggestions.

Scott noted that there are a couple areas that we may need some additional help. One is asking the committee to please suggest colleagues who would be interested in joining the committee. The other area is asking for venue suggestions in the Philadelphia area.

Other & Action Items:

Scott recapped some of the action items starting with setting up a call with Hugo and other recent scholars and brainstorm about a webinar that group could host. ICPD will post a draft agenda and speaker needs for SMDP BioTech in Philadelphia prior to the next meeting. We will also post an announcement for the Scholar of the Year and Mentor of the Year competition. And lastly we will post a tentative schedule for the upcoming webinars. Scott asked the committee if there was anything else the committee wanted to add.

Hugo asked if ICPD was going to be doing something special for the 15 year anniversary of the program. Scott added this to the action items to be discussed at the next meeting.

Scott thanked everyone for their continued support and input. He reminded everyone that the next meeting is on December 3rd.