



Committee Call Notes

Scientist Mentoring & Diversity Program for Biotechnology (SMDP Biotech)

Outreach & Planning Committee

Conference Call

Tuesday, January 23, 2018

2:00PM Eastern / 11:00 AM Pacific

Conference Line: 712 775-7100

Access Code: 1071934#

The following Committee members were in attendance:

- Kathy Basmadjian, Janssen Pharmaceuticals
- Shelby Briggs, Merck KGaA
- Scott May, ICPD
- Charlene Rincon, Amgen
- Dustielyn Savage, ICPD
- Ed Shipley, Biotechnology Innovation Organization

Welcome remarks & introductions:

Scott May welcomed the committee members to the first SMDP Biotech Outreach & Planning Committee meeting for 2018. Scott directed the committee members to locate the agenda and supporting documents for the meeting on the website 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.

Planning the 2018 SMDP Biotech Training Session (June 2-6, Boston)

- Program will follow similar structure as 2017 program
Scott stated that we will follow a similar structure as SMDP Biotech 2017. We hold the training session in conjunction with the Biotech International Convention. Ed Shipley from BIO has joined our committee as a member. An integral part of our program is having the students attend the Bio International Convention. Scott showed his gratitude for all the support from Bio. A draft agenda is available on the committee page. Scott reviewed the draft agenda.
- Scholar recruitment – Special consideration is given to how many weeks prior to the application deadline students apply; online application form and call for applicants are live on website; university visits – Johns Hopkins University, St. Edwards University, Texas State University, University of Texas Austin; seek to coordinate and support company university events

Scott shared that we have had an ongoing issue with scholars waiting until the last minute to apply. Scott discussed that we have a new system that we have implemented that will give "extra points" during the selection process based on how many weeks prior to the deadline prospective scholars apply. Scott noted that one of the things we wrestled with that we didn't want to give them too much credit. ICPD settled on an amount that will significantly change their scores from the selection committee. The online application form is "live" and we are actively accepting applications. As well as promoting SMDP Biotech via email, portal activity, chat blasts and social media ICPD is also recruiting via in-person visits to Universities. Scott mentioned that ICPD would appreciate the committee members sharing the "Call for Applicants with their contacts.

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- Program Agenda, Venues (training program at Amgen Cambridge site) and Speakers
Scott noted that there are some "TBD" items on the draft agenda. He solicited the committee for any suggestions for venues or speakers. He directed everyone to the speaker needs document. Scott thanked Amgen for offering to host the training session at their Cambridge site.
- Site Visit – pending with J-Labs, Cambridge
We have not confirmed a venue for a site visit. J-Labs is pending but Scott welcomed any other suggestions.
- Discussion item - surrogate and substitute mentors
Scott discussed the topic of surrogate and substitute mentors. On occasions in the past we have had mentors who are signed up to participate in the program but are unable to attend the two-day training. In the past we have had a surrogate mentor from that sponsor company participate in-person on behalf of the main mentor. Another way we have tried to support is this it to have the absent mentors dial in on a conference line during certain sessions as well as one-on-one conference calls during the training program. Scott shared that between those two options, the way that works best is when there is an actual person present to work with the scholars. Scott asked the committee for any input on this topic. Dustie added that it makes a big difference for the scholars when they have someone to work in-person and that the scholars without mentors do not get quite as engaged as those who do. Scott mentioned that when scholars are unable to meet in-person during the training program with their mentors ICPD hosts follow-up calls after the training session to orient the scholars and the mentors. ICPD encourages the sponsor companies to provide a back-up if the main mentor cannot beat the training program in-person. Charlene Rincon stated that sometimes the mentors can't show up for reasons out of their control. For example, the recent hurricane prevented the AML mentors from attending. She suggested that an ideal "work around" is to have mentors who are there in-person "double-up" during the training and have two scholars. Scott agreed that in the past that has worked well. Kathy Basmadjian suggested ICPD call on local alumni scholars attend to serve as the "assistant mentors" Ed gave an update on planning for the BIO International Convention and stated the conference schedule will be posted this week. He stated they will no longer be having the career fair at the convention.

Partner Support

- Firming up 2018 sponsorship
Scott mentioned our goal is to have 30 sponsored scholars. We are currently at 25. Scott shared that there is a sponsorship presentation on the main website.
- Sponsorship Page on www.icpdprograms.org
Scott shared the link
- Support for talent acquisition staff at sponsor companies – reminder about location of recent scholar photos and affiliations on the website; ICPD can run specialized reports from the portal for Sponsors
Scott reminded everyone that we are available to support Talent Acquisition staff and give them a demonstration of the portal. Scholar photos for current and alumni are available on the portal. Scott stated that ICPD staff is happy to run specialized reports for anyone needing specific information from the portal. Kathy Basmadjian asked if in our outreach to the students, is there a particular profile of universities that we seek to recruit students from.



Her observation is that the students that have been in the program before will be champions to students in their own universities. She is wondering how we target the students and universities. Scott answered that we “cast a wide net”. The ICPD database of universities contains several hundred schools around the United States and Puerto Rico. Both Career Services as well as the academic departments are contacted. ICPD conducts a lot of email outreach and conference calls. However, ICPD’s alumni scholars are excellent ambassadors for the program. Dustie noted that she understood Kathy’s concern. She reiterated that we are constantly looking for new universities as continuing to develop contacts at our current schools. She invited Kathy to reach out to her if she would like more information about ICPD’s university contacts.

Current programming:

- Webinar dates and topics – recent webinars were November 9, *Usage of the SMDP Mentoring Portal*, Dustie Savage, ICPD; November 13, *Looking Your Best on Paper; Building Your Resume*, Lauren Celano, Propel Careers
Scott explained Dustie hosted a webinar for our current scholars about how to use the mentoring portal. Our last webinar of 2017 was about resumes and it was presented by Lauren Celano from Propel Careers. Both were well received and attended.
- Webinar dates and topics – upcoming webinars, February 9, April 6, October 19, and December 14
Scott reviewed the upcoming dates for the webinars. He noted that we moved them all to Fridays based on feedback from our scholars. Scott asked the committee members to let him know if they are able to host one of the upcoming webinars. He reminded everyone that ICPD manages the logistics for the webinars.
- Company Updates
 - Scholars and mentors – minor mentors (engagement of talent acquisition)
J&J Medical Devices is now offering every Scholar they sponsor a minor mentors. The minor mentors have not attended the training sessions and they are mostly from talent acquisition. ICPD will provide updates about this.
 - Diversity and inclusion activities
Scott invited any members that would like to share any upcoming events or updates on mentoring.
 - Amgen hosted Open House at its Cambridge, MA site for local Scholar alums October 16; a second virtual career fair was December 7
Amgen hosted their first open house for local scholars at its Cambridge site. Scott attended. The scholars who attended had been out of the program for a while. Amgen wanted to let them know they are available as a resource for them and the company also used the event to showcase opportunities for them at Amgen. Amgen has also conducted two virtual career fairs for the scholars. Both of these events were “sold out.”
 - Janssen Pharmaceuticals and Johnson & Johnson Consumer Healthcare hosted Open House in Springhouse, PA and Skillman, NJ September 27-29
J&J held an r open house event last September. They had 18 scholars come and visit both their pharmaceutical and consumer R&D sites.



Scott thanked the companies and reminded the committee that the sponsor companies conduct these events are independent of ICPD and they are not ICPD sponsored events.

- Discussion item – Mentor engagement and support
Scott asked the members to what extent should ICPD should be staying in touch with the current and former mentors. ICPD is in regular contact with the scholars, but it does not have regular and systematic contact with the mentors. There is a reunion call that happens for the scholars and Scott asked if the committee members felt the mentors should have a reunion call. He asked the members to email him if they have any thoughts. Charlene mentioned that she thinks for the time being that we leave it to the mentors to reach out to ICPD staff when needed.
- Virtual support for the Scholars – ICPD is soliciting more job opportunities from sponsors and mentors (post job opportunities directly on portal or email them to jobs@icpdprograms.org); Back-program photos being added; bi-weekly summary email and email blasts
Scott shared that anyone can post jobs on the portal.
- Scholar updates
Dustie provided updates on the following scholars: Perla Rodriguez from SMDP MedTech has accepted a position at startup company AeroScreen Diagnostics, Amaris Torres Delgado from SMDP Biotech is a Scientist at Vertex Pharmaceuticals, Ralph Valentin from SMDP MedTech has been hired by Cook Medical as Validation Engineer, Tamisha Vaughan from SMDP Biotech is a Scientific Scout for Kyowa Hakko Kirin California.

2018 Scientist Mentoring and Diversity Program for Medical Technology will be September 22-26 in Philadelphia, PA

The next Scientific MedTech program will be in Philadelphia from September 22-26, 2018.

Introduction to planned Gallus program (formerly "Modules for Innovative and Diverse Leaders," (MIDL))

Scott shared that we launched the MIDL program a year ago for people already underway in their careers to help groom them to become senior executives in industry. MIDL has a significant in-person training component. We are "re-tooling" the program. It will now be called Gallus and will be almost completely virtual.

Other & Action Items:

Scott thanked everyone for their ongoing participation and support. He reminded everyone the next call will be Tuesday, March 20th at 2pm EST.