



Committee Meeting Summary

Scientist Mentoring & Diversity Program for Medical Technology (SMDP MedTech)

Outreach & Planning Committee

Conference Call

Wednesday, January 24, 2018

2:00PM Eastern / 11:00 AM Pacific

Conference Line: 712 775-7100

Access Code: 1071934#

The following Committee members were in attendance:

- **Richard Besingi, Ph.D., J&J Consumer Healthcare**
- **Julie Campbell, EMD Serono**
- **Christopher Donigan, B.Braun Medical**
- **Todd Fonseca, Medtronic**
- **Elisabeth Freeman, ICPD**
- **Erin Leahy, The MedTech Conference**
- **Scott May, ICPD**
- **Angela Reeves, Ph.D., Abbott**
- **Guillermo Ruiz, Ph.D., Northwestern University**
- **Dustielyn Savage, ICPD**
- **Amy Silvestrini, Johnson & Johnson Medical Devices**

Welcome remarks & introductions:

Scott May welcomed the committee members to the first SMDP MedTech 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 (September 22-26, Philadelphia, PA)

- Program will follow similar structure as 2017 program
Scott stated that we will follow a similar structure as the 2017 program. We hold the meeting in conjunction with The MedTech Conference. 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. We've been seeking ways to entice them to apply earlier. Based on advice from the committee, we decided to implement a new system that will give "extra points" depending on how many weeks prior to the deadline that they apply. Scott noted that one of the things we wrestled with was that we didn't want to give them too much credit. New verbiage has been added to the Call for Applicants and Application.



We will look at how many weeks prior to the deadline they have submitted all documents. They will get one point for each week. The online application form is live and we are actively accepting applications. The application deadline is now June 1st as opposed to mid-July. To recruit scholars ICPD markets the program via email, chat messages, direct outreach to alumni and social media. We have been augmenting that with in-person visits to Universities. Scott mentioned that ICPD would appreciate the committee members sharing this opportunity with their universities. Todd would like to connect with Dustie and Scott with the University of Minnesota.

- Program Agenda, Venues and Speakers

Elisabeth noted that everyone on the call should be familiar with the flow of events for the SMDP MedTech training session. We will kick off on Saturday, Sept 22 with the Celebration of Mentoring & Diversity Reception. We are still looking for speakers for all of the sessions including the opening event with a Keynote speaker. There is a career choices panel and careers in MedTech and a speaker for the social media and networking and talent acquisition for the getting hired session. We will be in Philadelphia, so we are hoping to have a site visit. The session on getting hired is presented by talent acquisition representatives. On Tuesday we will transition to The MedTech conference. Elisabeth mentioned it is never too soon to make suggestions for speakers. Todd Fonseca mentioned he will be able to attend this year's training session and would be happy to speak on his same topic. Scott updated that Johnson & Johnson Medical Devices has agreed to host the training sessions at their location in Westchester. We have learned that the training facilities at sponsor sites are not only better logistically but also give the scholars a sense of what it is like to be in industry. Scott noted that there are some "TBD" on the draft agenda. He solicited the committee for any suggestions for venues or speakers. He directed everyone to the speaker needs document. The hotel and reception sites have not been identified yet. Scott asked Erin to provide an update on The MedTech Conference. Erin said they are excited to be on the east coast and their first time in Philadelphia. No speakers are confirmed yet. They are actively looking on ways to expand the attendees. They are also recruiting from hospitals and academic institutions. The MedTech Conference will have a local flavor and they are very excited about it.

- Site Visit

Monday afternoon we would like to take the scholars to a different site for a tour. We have not confirmed a venue for a site visit.

- 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 attend and participate on behalf of the primary mentor. Another way we have tried to support this is to have the absent mentors dial in on a conference line for a couple of the sessions and then later have a conference call or skype call during the training one on one with their scholars. Scott shared that between those two options, the way that works best is when there is an actual person present to work with them. Scott asked Elisabeth for any additional comments. Elisabeth mentioned that it is January and the training is in September. She added that we would really like the mentors to be there in person. She challenged everyone on the call to have all the mentors that will participate actually attend the training sessions. We will try to ensure a surrogate for those who truly cannot make it. Elisabeth asked the committee for any input on this topic. Richard Besingi asked how early do we send out the call for mentors. Scott answered that it is up to each company.



Once the companies make the commitment to sponsor they start to look for mentors. Scott explained sometimes circumstances that are beyond our control such as the hurricane in Puerto Rico. In those situations, we do our best to cover those situations. The Biotech committee came up with a suggestion that if for some reason there is a last-minute change and a mentor can't be there, that we reach out to alumni in the area to be present and work the scholar. Talent acquisition staff that come in for the conference are also sometimes available as "substitutes".

Partner Support

- Firming up 2018 sponsorship; goal is to have 30 sponsored Scholars
Scott informed everyone that he has been in touch with all the sponsors. We are up to 19 confirmed spots. Scott mentioned our goal is to have 30 sponsored scholars. Scott shared that there is a sponsorship presentation on the main ICPD website. Guillermo asked if we are accepting master students or seniors. Scott confirmed that students that close to finishing their undergraduate degrees or their Master's degree are encouraged to apply. For this particular program we generally prefer the students to bachelor's or master's candidates as opposed to PhDs. They should be engineering related in their pursuits.
- 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 ICPD staff is 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.

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 on November 9 on how to use the portal. Lauren Celano hosted the webinar on how to fine tune a resume. Both were well attended and successful.
- Webinar dates and topics – upcoming webinars, February 9, April 6, October 19, and December 14
Scott reviewed the upcoming dates. He noted that we moved them the 2018 webinars to Fridays based on feedback from our scholars. Scott asked the committee members to please let him know if they are able to host one of the upcoming webinars. He reminded everyone that ICPD manages the logistics for the webinar.
- Update on end-of-year reunion call for 2016 "Minneapolis" cohort, December 1
Scott shared we had an end of year reunion call December 1. It was well attended with about 25 scholars. About 2/3 were live and the other 1/3 sent Dustie updates. They were asked 2 questions: What is a day in the life like for them, and what challenges do they face? Elisabeth added that the reunion calls are an exciting time for the scholars because they haven't been together in a year.



It's something that was implemented a year ago and it is gratifying. It's an opportunity for the scholars to reconnect and keep their professional network growing. Elisabeth thanked Dustie for facilitating the reunion calls.

- Status of four Scholars who were unable to attend the 2017 training in person
Scott updated that we are working on getting the 4 scholars up-to-speed. The two in Puerto Rico will get a special half day training session in Puerto Rico. The other two scholars have had following-up meetings and ICPD staff have been aiding them in getting caught up on the program. We are now connecting them with their mentors and have begun working with them on their mentoring plans. The plan is that since they were not able to go to the MedTech Conference, they will be invited to come to the 2018 training program and attend the conference.
 - Company Updates
Erin Leahy shared that for those that are familiar with the CEO Unplugged Stage at the conference, she has had a lot of requests for a diversity panel. For those not familiar, it is 30-40 min session with CEOs and senior executives. Erin was asking if that is something that might be of interest. Scott stated that is something ICPD would be happy to assist with.
 - Scholars and mentors – minor mentors (engagement of talent acquisition)
J&J Medical Devices is now offering all of their sponsored scholars minor mentors in addition to their regular mentors. The minor mentors are talent acquisition professionals from the company. We will keep you posted on how this goes.
 - Mentoring and Diversity and inclusion activities
Scott invited any members to share any upcoming events or updates on mentoring and diversity and inclusion activities at their companies.
 - 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. 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 local resource and they also used it as opportunity to showcase what Amgen R&D. Amgen has also had two successful virtual career fairs for the scholars.
 - Janssen Pharmaceuticals and Johnson & Johnson Consumer Healthcare hosted Open House in Springhouse, PA and Skillman, NJ September 27-29
J&J held their annual open house event last September. They had 18 scholars come and visit both their pharmaceutical and consumer healthcare R&D sites.
- Scott thanked the companies and reminded the committee that the sponsor companies do these events on their own and they are not ICPD sponsored events.
- Discussion item – Mentor engagement and support
Scott reminded the members that we are in contact with the scholars throughout the year. However, ICPD is not in regular contact with the mentors. Scott asked to what extent the mentors would like to be engaged. No committee members offered an opinion.
 - 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. The portal is being fine-tuned. The weekly sweep is almost complete.



- Scholar updates

Dustie provided updates on the following scholars: Perla Rodriguez from SMDP MedTech has accepted a position at start-up 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 Biotechnology will be June 2-6, Boston MA

The next SMDP Biotech program will be in Boston from June 2-6, 2018. Scott invited anyone that will be in the area to join us.

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

Scott explained in a future call we would like to provide an update on MIDL. This was an initiative to help ethnically diverse individuals that have a number of years work experience move into senior leadership positions in industry. The program is being "re-tooled". The new name will be Gallus and it 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 March 21st at 2pm EST.