



# AGENDA

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

Conference Call      Wednesday, May 6, 2020, 2:00 PM Eastern / 11:00 AM Pacific  
Conference Line: 712 775-7100, Access Code: 1071934#

- 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
- Planning for the 2020 SMDP MedTech, October 3-7 in Toronto Canada
  - Contingency plan for the training session and virtual programming - **In the event we are unable to safely conduct the October training session in-person, then ICPD will conduct the training program virtually, following a similar schedule as the in-person training, and then invite the scholars (and mentors, optionally) to attend the MedTech Conference, September 27-29, 2021 in Minneapolis. ICPD will decide whether to conduct the program in-person or virtually by July 15. In either case, the year-long virtual mentoring program will begin October 2020 and end September 2021, as originally scheduled.**
  - Scholar recruitment - **ICPD is accepting applications until May 15 for SMDP Biotech and SMDP MedTech; an extension was offered to accommodate challenges students faced with obtaining recommendation letters; send names of selection committee members to Elisabeth Valerio at [evalerio@icpdprograms.org](mailto:evalerio@icpdprograms.org) by May 15; the selection committee will review applications June 1 - June 15;** leadership added as a dimension for application reviewers; scholar orientation call is scheduled for September 10, 2-2:45 pm edt; recruitment of more native American and Pacific Islander students
  - Mentors - **notify Scott May of mentor selection by August 14; new mentor primer;** mentor orientation call is scheduled for September 10, 3-3:45 pm edt
  - Program agenda, speaker needs - **recommend speakers to Elisabeth Valerio by August 14; target dates, speaker needs and draft agenda are on the committee page**
  - Celebration of Mentoring and Diversity Reception - **seeking a Keynote speaker and Master of Ceremonies; send recommendations to Elisabeth Valerio by July 17**
  - Meeting venues and site visit - **seek meeting space for Sunday, October 3 and the morning of Monday, October 4; seek site visit and lunch host for the afternoon of October 4; contact Scott may to discuss this**
  - The MedTech Conference - **email Scott May by August 14 for possible pop-up meetings**
- Partner Support
  - 2020 sponsorship - **25 scholar/mentor pairs have been sponsored; additional sponsorships available until June 15; GSK has joined SMDP Biotech as a Partner Sponsor;** contact Scott May to sponsor scholar/mentor pairs
  - ICPD is directly sponsoring the engagement of 3 emerging companies in the 2020 program
  - Sponsorship page on [www.icpdprograms.org](http://www.icpdprograms.org)
  - Support for talent acquisition staff at sponsor companies - **ICPD soliciting more job opportunities from sponsors and mentors (post job opportunities directly on portal or email them to [jobs@icpdprograms.org](mailto:jobs@icpdprograms.org))**  
Outreach & Planning Committee - seeking names of new members; send nominee names to Scott May
- Current programming
  - Webinars - **The April 15 webinar about interview skills presented by Janssen Pharmaceuticals was excellent and well received; the next webinar will be about how best to present oneself in a professional setting in June and will be presented by Janssen Pharmaceuticals;** additional dates available are October 16, and December 11, but dates can be shifted and additional webinars can be added
  - Virtual support for the Scholars - **Update on "Mentoring Moments";** ICPD posts relevant sponsor news in the header of the email summary; smart phone app for the portal; portal usability



- for career development purposes; tracking of user activity on the jobs section, polling scholars about when they complete their degrees and current work
- **Scholar updates**
- Sponsor updates
  - **SMDP related announcements**
  - **Diversity and inclusion activities**
- **2020 SMDP Biotech has been moved to September 19-23 in Raleigh, NC**
- Update on Gallus and ELISA - **online tours and briefings available by contacting Elisabeth Valerio**
- **Other/Action items**

Please plan on 30 minutes for this call. Visit [smdp.icpdprograms.org](http://smdp.icpdprograms.org) for more information about SMDP

Upcoming calls:

Wednesday, July 8, 2020, 2:00 PM Eastern/ 11:00 AM Pacific

Wednesday, September 9, 2020, 2:00 PM Eastern/ 11:00 AM Pacific

Wednesday, November 11, 2020, 2:00 PM Eastern/ 11:00 AM Pacific