



## Committee Call Notes

### Scientist Mentoring & Diversity Program for Biotechnology (SMDP Biotech) Outreach & Planning Committee

#### Conference Call

Tuesday, March 24, 2020

2:00PM Eastern / 11:00 AM Pacific

Conference Line: 712 775-7100

Access Code: 1071934#

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

- Colleen Albright, Millipore Sigma
- Ray Barber, Janssen Pharmaceuticals
- Richard Besingi, Ph.D., Johnson & Johnson Consumer Healthcare
- Meka DeCoteau, Janssen Research & Development
- Eileen Elliott, Pfizer
- Aine Hanly, Amgen
- Ali Hernandez, Amgen
- Cleat Jerden, Amgen
- Dollie Grajczak, Amgen
- Meg Levy, Johnson & Johnson Consumer Healthcare
- Migdaliz Lopez, Amgen Manufacturing Limited
- Scott May, ICPD
- Dustielyn Savage, ICPD
- Eddie Stewart, Radius Health
- 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 2020 Scientist Mentoring and Diversity Program for Biotechnology (SMDP Biotech) Outreach & Planning Committee. Scott mentioned that the agenda was sent via email. Scott reminded the committee members that they could 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.

#### **Planning for the 2020 SMDP Biotech Training Session (June 6-10 in San Diego)**

- **Contingency plan for the training session and virtual programming: ICPD will not be canceling the 2020 SMDP programs. In the event we are unable to conduct the June training session for SMDP biotech in San Diego, we will commence the year-long mentoring program virtually and will schedule an in-person training session, at a later date.**

Elisabeth shared the contingency plan. ICPD is closely monitoring COVID-19 developments. ICPD will not be cancelling the 2020 SMDP Biotech program. In the event that we are not able to hold



the in-person training in San Diego scheduled for June, we will commence the year-long program with a virtual introduction of the scholars and mentors. The in-person training will be scheduled for a later date. Elisabeth thanked the sponsors for their commitment to the program.

- **Scholar Recruitment – scholar application deadline is April 3; send names of selection committee members to Elisabeth Valerio at [evalerio@icpdprograms.org](mailto:evalerio@icpdprograms.org) by April 10; leadership added as a dimension for application reviewers; scholar orientation call is scheduled for May 14, 2-2:45 pm edt; recruitment for more Native American and Pacific Islander students; role of partner companies in outreach to students; partnering with key professional society list**

Scott reminded everyone that the deadline for both SMDP Biotech and SMDP MedTech is April 3<sup>rd</sup>. Scott noted that the applications are tracking well ahead of previous years. Scott thanked those that have already agreed to be part of the selection committee and requested that all other volunteers notify Elisabeth and Scott by April 10<sup>th</sup>. Dustie added that the outreach team has worked hard at growing the list of universities as well as creating new contacts with professional societies. She is excited about the wide range of university representation from this year's applicants.

The selection committee will be asked to rate each applicant's materials using 10 qualitative and quantitative dimensions. A leadership dimension was added this year for leadership

The scholar orientation call will be held on May 14 at 2-2:45 pm edt.

Scott also asked for any suggestions from the committee on how to recruit more Native Americans or Pacific Islanders.

- **Mentors - notify Scott May of mentor selection by April 17; ICPD has received details for 12 of the mentors so far; mentor orientation call is scheduled for May 14, 3-3:45 pm edt; new mentor primer**  
Scott noted that the deadline for mentors to be submitted to ICPD is April 17. Mentor orientation information will be sent in the next few days with key deadlines that can be conveyed to the executives that have volunteered to be mentors. Twelve mentor names have already been submitted. The mentor orientation call will be held on May 14 from 3-3:34 pm edt. In addition to the orientation call the mentors will be given a mentor primer. Elisabeth added that this is the 20<sup>th</sup> year for SMDP Biotech and it will be a very significant year.
- **Program agenda and speaker needs - recommend speakers to Elisabeth Valerio by May 15; speaker needs, and draft agenda posted on committee page**  
Scott thanked the committee for the speakers who have participated in previous SMDP training sessions. Elisabeth requested that any speaker suggestions for the June program be sent to her before May 15. One session that Elisabeth highlighted is the "Business of Biotech and Consumer Healthcare Panel". This panel will be an opportunity to have a representative from the sponsor companies share information about the emerging technologies on behalf of their companies. Scott added that there has been a new session on interviewing skills added to the training schedule.
- **Celebration of Mentoring and Diversity Reception - keynote will be Esteban Santos, Executive Vice President, Operations, Amgen; seeking a Masters of Ceremonies; send recommendations to Elisabeth Valerio by May 15;**  
Scott shared that Esteban Santos, Executive Vice President, Operations at Amgen will be our keynote speaker at the Celebration of Mentoring & Diversity Reception. We are still seeking



a Masters of Ceremonies for the opening night reception. Scott asked that any recommendations be sent to Elisabeth Valerio.

- **Meeting venues and site visit - seek meeting space for Sunday, June 7 and the morning of June 8; seek site visit and lunch host for the afternoon of June 8; contact Scott May to discuss this; other venues - host hotel, reception, informal dinner**

Scott mentioned we are in discussion with a sponsor for possible meeting space for the training on Sunday, June 7 and the morning of June 8. We are still seeking a site for a lunch and site visit on the afternoon of June 8. Anyone interested was encouraged to send Scott an email.

Dustie informed the committee that the host hotel for SMDP Biotech in San Diego will be the Springhill Suites Downtown/Bayfront. Currently she is working with the Museum of Contemporary Art San Diego for the Celebration of Mentoring & Diversity reception. The informal dinner is still to be determined but she has reached out to Kansas City BBQ which was the place of the famous bar scene in Top Gun.

- **BIO International Convention - email contact info for possible pop-up meetings to Scott May by May 15**

Scott asked for anyone that would like to assist in scheduling a pop-up meeting with their senior executives at BIO to send him an email with contact information.

### **Partner Support**

- **2020 Sponsorship - 34 scholar/mentor pairs have been sponsored; Merck is now a Major Sponsor (7 scholar/mentor pairs) and Smith & Nephew has joined SMDP MedTech as a Partner Sponsor, contact Scott May to sponsor scholar/mentor pairs**

Scott highlighted that we currently have sponsorships for 34 scholar/mentor pairs. Merck has become a major sponsor and will have 7 scholar/mentor pairs. Smith & Nephew recently joined the SMDP MedTech as a Partner Sponsor.

- **ICPD is directly "sponsoring" the engagement of 3 emerging companies in the 2020 program; Radius Healthcare will return as one of these; send recommendations for two more companies to Scott May**

Scott reminded the committee that ICPD will be sponsoring 3 emerging companies in the 2020 program. Radius Healthcare will return as one of the 3 companies. Scott asked that recommendations of other emerging companies be sent directly to him.

- **Sponsorship page on [www.icpdprograms.org](http://www.icpdprograms.org)**
- **Support for talent acquisition staff at sponsor companies - ICPD requesting more job opportunities from sponsors and mentors (post job opportunities directly on portal or email them to [jobs@icpdprograms.org](mailto:jobs@icpdprograms.org))**

Scott thanked everyone for the jobs that they have been posting on the portal. He reminded the committee that ICPD can post job opportunities for them if they send the details to [jobs@icpdprograms.org](mailto:jobs@icpdprograms.org)

- **Outreach & Planning Committee - seeking names of new members, send nominee names to Scott May**

Scott reminded that we are always seeking new members for the committee and to send nominations to Scott May directly.

### **Current programming:**

- **Webinars – The February 12 webinar about resumes, presented by Janssen Pharmaceuticals, was a very interactive and well attended; the next webinar will be**



**about interview skills and will be presented by Janssen Pharmaceuticals April 15, this will be followed by how best to present oneself in a professional setting (date TBD); additional dates are October 16, and December 11, but dates can be adjusted and additional webinars can be added**

We held a fantastic webinar on February 12. It was the first in a 3-part series hosted by Janssen Pharmaceuticals. It was a very interactive and well attended sessions about resumes. The second session will be on interviewing skills on April 15<sup>th</sup> and a final one will be about how to present oneself in a professional setting and it will be in June. We still have 2 more dates, October 16 and December 11 as placeholders for future webinars. These dates can be shifted.

- **Virtual support for the Scholars - Update on "Mentoring Moments" ; FAQ section of portal; 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** Elisabeth shared that we are continuing to expand our virtual learning tool. This will include "Mentoring Moments" which will be shared on the SMDP portal monthly. A series of topics have been outlined for the year ahead. We will also be expanding the FAQ tool in the near future.
- **Scholar Updates**  
This was postponed to the next O&P meeting.
  - Sponsor Updates
  - SMDP related announcements
  - Diversity and Inclusion activitiesThere were no other additional announcements

**2020 SMDP MedTech will be October 3-7 in Toronto Canada**

**Update on Gallus Program - online tours and briefings available by contacting Elisabeth Valerio, email [evalerio@icpdprograms.org](mailto:evalerio@icpdprograms.org)**

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

Scott thanked everyone for their participation and reminded the committee the next call will be Tuesday, May 5, 2020 at 2pm EST.

#### **Upcoming Calls:**

Tuesday, May 5, 2020 2:00 PM Eastern / 11:00 AM Pacific

Tuesday, July 7, 2020 2:00 PM Eastern / 11:00 AM Pacific

Tuesday, September 8, 2020 2:00 PM Eastern / 11:00 AM Pacific

Tuesday, November 10, 2020 2:00 PM Eastern / 11:00 AM Pacific