



Committee Call Notes

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

Conference Call

Tuesday, May 5, 2020

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., Johnson & Johnson Consumer Healthcare
- Lauren Celano, Propel Careers
- Meka DeCoteau, Janssen Research & Development
- Khateeta Emerson, Merck
- Ali Hernandez, Amgen
- Dollie Grajczak, Amgen
- Justin Grgurich, Janssen
- Migdaliz Lopez, Amgen Manufacturing Limited
- Scott May, ICPD
- Danielle Mandikian, Genentech
- Dustielyn Savage, ICPD
- Lamont Terrell, GSK
- 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 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, 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 (September 19-23 in Raleigh)

- **Contingency plan for the training session and virtual programming: The 2020 SMDP Biotech program has been rescheduled to September 19-23 in Raleigh, NC and it will be held in conjunction with the BIO Impact convention. In the event we are unable to safely conduct the September training session, ICPD will conduct the training program virtually, September 20-21. The 2020 SMDP Biotech scholars (and mentors, optionally) would then be invited to attend the BIO International Convention, June 14-17, 2021 in Boston. ICPD will decide by July 15 whether to conduct the 2020 SMDP Biotech training session in-person or virtually. The year long mentoring program will begin September 2020 and end August 2021.**



Scott noted that we have officially rescheduled the SMDP Biotech program to September 19-23 and that it will be held in Raleigh, NC. Scott explained that BIO International Convention (BIO) will be virtual this year. In lieu of scholars attending BIO, they will now be attending BIO Impact. BIO Impact is an industry gathering presented by the same organization that hosts the BIO International Convention, the Biotechnology Industry Organization. BIO Impact has a similar structure to the BIO International Convention, but it focuses on agriculture, environment and energy, as opposed to the more general industry focus of BIO. ICPD will continue to monitor the situation. If it appears that we will not be able to conduct the training session in-person safely, then ICPD will host the SMDP Biotech training session virtually on September 20-21. ICPD will decide by July 15 if the training session will be in-person or virtually. In case of the virtual scenario, the scholars will be invited to attend BIO International in 2021, June 14-17 in Boston. The year-long program will be initiated in September whether it is virtual or in Raleigh. Scott added we are continuing to monitor developments at the sponsor companies regarding travel policies. Scott shared that one of our sponsor companies has updated their travel policy and they are not allowing until December 31, 2020. Any mentors not able to attend the Raleigh training in-person will be accommodated virtually. Scott requested an email be sent to him if anyone has updates on their travel policies.

Elisabeth added reassurance that the program will be taking place September 21 whether in-person or virtual. It's a one-year long program. The mentoring aspect of the program has always been held virtually in previous years. The only difference will be if the kick-off training might need to be virtual. She reminded everyone that this is the 20th anniversary of SMDP. ICPD continues to seek speakers for general sessions, panels and break-out meetings.

- **Scholar Recruitment - ICPD is accepting applications until May 15 for SMDP Biotech and SMDP MedTech; an extension was offered to accommodate challenges students face attending school virtually; the selection committee began work May 1st on the first set of applicants, and will review a second round of applications June 1-15; for information contact Elisabeth Valerio at evalerio@icpdprograms.org; scholar orientation call is scheduled for September 10, 2-2:45 pm edt; leadership has been added as a dimension for application reviewers**

Scott noted that we had a great response from the university community. We have eliminated some applicants based on qualitative criteria. We have made available all of the applicant materials for the applicants who met the April 3 deadline. The committee will begin reviewing those applicants. Scott thanked the committee members that have agreed to be part of the selection committee. Applications will be accepted until May 15 for both SMDP Biotech and SMDP MedTech due to students facing challenges during virtual schooling. There will be another round of reviews for the additional applicants starting on June 1 through June 15. Some acceptances will be sent out during the first group of reviews. The second round of acceptances will be sent out after June 15.

Elisabeth echoed appreciation to the selection committee and welcomed any feedback on the selection tool on the portal.

The scholar orientation call will be held on September 10 at 2-2:45 pm edt.

- **Mentors - email Scott May about mentor selection by June 26; mentor orientation call is scheduled for September 10, 3-3:45 pm edt; new mentor primer**



Scott noted that the deadline for sponsors to let us know who their mentors will be is June 26. Once the list of mentors has been finalized, ICPD will send them a mentor primer. The mentor orientation call will be September 10 at 3-3:45 pm edt.

- Program agenda and speaker needs – **special activities for the 20th anniversary of SMDP; recommend speakers to Elisabeth Valerio by August 15; speaker needs, and draft agenda posted on committee page**

Scott reiterated that this is the 20th anniversary of SMDP. He noted there will be some special surprises to help celebrate this milestone and asked the committee to share any ideas. Committee members are asked to send speaker recommendations by August 15. The updated agenda is on the committee management page.

- Celebration of Mentoring and Diversity Reception - **keynote speaker being confirmed; seeking a Masters of Ceremonies; send recommendations to Elisabeth Valerio by August 15;**

Scott shared we are working on confirming the keynote speaker. It was originally Esteban Santos, an Executive Vice President at Amgen. We are coordinating with his team to see if the new date and location will still work. We are still seeking a Masters of Ceremonies for the Celebration of Mentoring and Diversity reception. Scott asked that any recommendations be sent to Elisabeth Valerio by August 15.

- Meeting venues and site visit - **seek meeting space for Sunday, September 20 and the morning of September 21; seek site visit and lunch host for the afternoon of September 21; contact Scott May to discuss this;** other venues - host hotel, reception, informal dinner

Scott mentioned we are now starting to look at venues in Raleigh for the host hotel, reception, informal dinner as well as the training sessions. There are opportunities for 2 sponsor companies to host the scholars: 1. September 20, all-day, and the morning of September 21 for the training sessions; and 2. September 21 for lunch and a site visit for the scholars only. Nora asked the size for the training session in Raleigh. Scott answered that the audience would be all of the scholars, mentors, staff and some additional speakers. That would be around 100 people this year in a classroom style seating. Scott added that we have also been able to use an auditorium for the training sessions.

- BIO Impact Convention - **email Scott May by August 15 for possible pop-up meetings**
Scott asked for anyone that would like to assist in scheduling a pop-up meeting with their senior executives at BIO Impact to send him an email with contact information by August 15.

Partner Support

- 2020 Sponsorship - **GSK is now a Program Sponsor (2 scholar/mentor pairs); contact Scott May to sponsor scholar/mentor pairs**
Scott welcomed GSK as a new Program Sponsor as well as Lamont Terrell as a new member of the Outreach & Planning Committee.
- 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
- Sponsorship page on 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)**



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

- Outreach & Planning Committee - seeking 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 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 are October 16, and December 11, but dates can be adjusted and additional webinars can be added

We held a fantastic webinar on April 15 about interview skills presented by Janssen. We are firming up the dates for the final of the 3-part series 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**

Dustie gave updates on the following scholars: Amaris Torres Delgado from SMDP Biotech 2012 is a Process Development Scientist at Amgen; Richard Youngblood from SMDP Biotech 2017 has accepted a position as a Scientist in Cell Therapy Process Development at Johnson & Johnson; and Ngoni Madungwe SMDP Biotech 2019 is a Process Development Scientist at Amgen.

- Sponsor Updates
- SMDP related announcements
- Diversity and Inclusion activities

There were no other additional announcements

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

Update on Gallus and ELISA - online tours and briefings available by contacting Elisabeth Valerio, email evalerio@icpdprograms.org

Other & Action Items:

Scott thanked everyone for their participation and reminded the committee the next call will be Tuesday, July 7, 2020 at 2pm EST.

Upcoming Calls:

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

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