

Education Committee Agenda

Tuesday 12th September 2017,

Venue: Fortezza da Basso

Room: n4 Palazzina Lorenese

Time: 13:30-16:30

Chair: Elise De

Members: Frankie Bates, Margot Damaser, Enrico Finazzi Agrò, Alex Digesu, Marijke Slieker-Ten Hove, Kari Tikkinen, Nikolaus Veit-Rubin

Apologies: Nadir Osman

Also in Attendance: Avicia Burchill, Dominic Turner, Mauro Cervigni, Amy Dobberfuhl, Paula Iguualada-Martinez

Name	Country	Field	End
Elise De Chair	USA	Urologist	05/09/2019
Frankie Bates,	Canada	Nurse	30/08/2018
Mauro Cervigni	Italy	Urogynaecologist	14/09/2017
Margot Damaser	USA,	Biomedical Eng	30/08/2018
Alex Digesu	UK	Urogynaecologist	14/09/2020
Amy D. Dobberfuhl,	USA	Urologist	14/09/2017
Enrico Finazzi Agro,	Italy	Urologist	30/08/2018
Paula Iguualada-Martinez	UK	Physiotherapist	03/09/2020
Marijke Slieker-ten Hove	Netherlands	Physiotherapist	14/09/2017
Kari Tikkinen	Finland	Urologist	30/08/2018
Nikolaus Veit-Rubin	Switzerland	Gynaecologist	30/08/2018

Item	Start Time	End Time
1. Consent agenda (review prior to meeting):	13:30	13:30
a. Approval London minutes (attached)		
b. Committee Terms of Office (attached) - discussion on member's appointment terms and plan going forward.		
c. Committee Terms of Reference (attached)		
d. Education Committee Report to Trustees (attached)		
2. Meeting Strategies	13:30	13:31
a. Distribution of post-its for idea board. Each member and visitor to committee will be suggested to write at least 2 ideas (more than 2 ok!). To be posted during break.		
b. Parking lot posted (place for off-agenda items, tangent)		
c. Time Keeper		
d. Recorder of action points		
3. Online content	13:31	14:30
a. ICS Institute and ICS TV		

i. Sherif or Dan to report on ICS Institute – how vision and structure have emerged and solidified this year	10 min	13:40
ii. Demo from Dom	10 min	13:50
iii. Concept of Industry Link (medtronic etc)	5 min	13:55
iv. Congrats on review performed this year by Ed Comm, organizing and cleansing content	10 min	14:05
v. ICS TV Studio work done this year	5 min	14:10
vi. ICS TV Educational Modules, Videos, and Other SOPs conducted this year and targeted next (see below)	10 min	14:20
b. Assessment	10 min	14:30
i. Process for learners Subcommittee -		
ii. New in-app assessment by Attendees		
iii. New full-workshop assessment by Committee members (to be used in New Faculty Database)		
4. Committee picture to be taken then break (post ideas on post-its)	14:30	14:40
5. Circle Forward:	14:40	15:00
a. Updates about self (Biggest Professional Events of the Year, Any Personal)		
b. Suggestions, aspirations and concerns for the Education Committee and ICS		
c. Last-minute agenda items for parking lot (will discuss at end if time permits)		
6. Outstanding item: Educational report in conjunction with Frederico Furriel	15:00	15:05
7. Outstanding item: NUU video link – AB to provide update	15:05	15:10
8. 2018 Workshop Application (AB)	15:10	15:25
a. New real-time workshop evaluation app!!		
b. Update guidelines for multi-disciplinary programmes		
c. Update guidelines for one-man workshops		
d. Deadlines, Handouts		
9. Review of 2018 Education Events - Powerpoint	15:25	15:55
a. Budget (went a long way in 2017!)	5 min	
b. What was accomplished in 2017 (cadaver course, etc)	5 min	
c. Phoenix Regional Course 2017	5 min	
d. 2018 cadaver course	5 min	
e. Ongoing 2018 guest lectures and add on courses	5 min	
f. Shark Tank	5 min	
10. Quick Break 5 min	15:55	16:00
10. Goals for 2018 - Power point	16:00	16:10
a. Continued momentum on new ICS Online Education		
i. Current list of completed and targeted Modules and Videos (from above)		
ii. Call for ideas or directions		
iii. Recommend creation of a Tutorial for how to use the Website	5 min	
b. Faculty database overhaul		
i. Demo of current faculty database		
ii. Brainstorming re: information to collect (Need Dom's input on technical ability)		
iii. Initial thoughts:	5 min	

<ul style="list-style-type: none"> • Invite All Members to Identify Themselves as Speakers – at the same time distribute application to request speakers (maybe we will get some new societies) • Field • Location • Keywords – where do they consider themselves to be expert lecturers • Affiliated Societies • Languages • Self-Funding for travel • Maintain evaluations of speakers • Research Shark Tank 		
11. Schedule of events – Ed Comm meeting, webex for 2018	16.10	16.15
12. Circle Back:	16.15	16.25
a. Suggestions, aspirations and concerns for the Education Committee and ICS		
b. Explore Post-its		
c. Last-minute agenda items if time permits		
13. Closing	16.25	16.30

ICS Education Committee Meeting Minutes

Saturday 11 February, 2017

Meeting space: Sheraton Skyline Hotel, Hong Kong Room

Attendees: Elise De (Chair), Frankie Bates, Marijke Slieker-ten Hove, Enrico Finazzi Agro, Nikolaus Veit-Rubin, Margot Damaser, Mauro Cervigni (pm only)

Apologies: Alex Digesu, Nadir Osman, Kari Tikkinen

ICS office staff: Avicia Burchill (Projects and Events Manager), Daniel Snowdon (Administrative Director/Company Secretary), pm only Dominic Turner (I.T. Director) pm only

In attendance: Sherif Mourad (ICS General Secretary)

1	<p>Apologies for absence</p> <p>Apologies received from NO, KT and AD</p>																		
2	<p>Approval of Agenda</p> <p>The Agenda was approved and ED asked the committee for any comments about the day and outcomes of the meeting before proceeding. MS expressed the desire to see new workshop speakers. ED also felt that this is important to think about as the workshops are reviewed. NV suggested that the committee mentor those new chairs and speakers. It was noted that its important to trust recommendations and judgement of other committee members with regards to speakers. MD said that its also important base decision on the content of the workshop application.</p>																		
3	<p>Matters arising:</p> <p>From Trustee-Chair Meeting: Action 275: Education Committee to create an e-learning video for abstract reviewers.</p> <p>AB updated the committee re budget and the creation of the video by explaining that the Board approved £15,000 for 2017 and £20,000 for 2018 to bring speakers to the ICS office or to transport staff to a location for the production of filming content. A discussion was held about how and who to select for the videos to ensure no bias was being shown towards certain individuals. It was suggest that it was important to have working groups to have various people to create the content and then also have the big names on the video too. A brainstorm was held and the following ideas and speakers were identified.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Online learning course for reviewing an ICS abstract</td> <td style="padding: 2px;">Adrian</td> </tr> <tr> <td style="padding: 2px;">Effective oral presentations</td> <td style="padding: 2px;">Adrian</td> </tr> <tr> <td style="padding: 2px;">Preparing a punchy poster</td> <td style="padding: 2px;">Adrian</td> </tr> <tr> <td style="padding: 2px;">Abstractmanship – attention grabbing abstracts</td> <td style="padding: 2px;">Adrian</td> </tr> <tr> <td style="padding: 2px;">Chairing a Scientific Session</td> <td style="padding: 2px;">Dudley Robinson</td> </tr> <tr> <td style="padding: 2px;">Effective evaluation techniques for workshops and lectures</td> <td style="padding: 2px;">Adrian</td> </tr> <tr> <td style="padding: 2px;">Best practises for interactive learning.</td> <td style="padding: 2px;">Adrian</td> </tr> <tr> <td style="padding: 2px;">Research Methodology</td> <td style="padding: 2px;">Rufus Cartwright, Kari Tikkinen, Adrian Wagg</td> </tr> <tr> <td style="padding: 2px;">Fielding Questions</td> <td style="padding: 2px;">Marcus Drake</td> </tr> </table>	Online learning course for reviewing an ICS abstract	Adrian	Effective oral presentations	Adrian	Preparing a punchy poster	Adrian	Abstractmanship – attention grabbing abstracts	Adrian	Chairing a Scientific Session	Dudley Robinson	Effective evaluation techniques for workshops and lectures	Adrian	Best practises for interactive learning.	Adrian	Research Methodology	Rufus Cartwright, Kari Tikkinen, Adrian Wagg	Fielding Questions	Marcus Drake
Online learning course for reviewing an ICS abstract	Adrian																		
Effective oral presentations	Adrian																		
Preparing a punchy poster	Adrian																		
Abstractmanship – attention grabbing abstracts	Adrian																		
Chairing a Scientific Session	Dudley Robinson																		
Effective evaluation techniques for workshops and lectures	Adrian																		
Best practises for interactive learning.	Adrian																		
Research Methodology	Rufus Cartwright, Kari Tikkinen, Adrian Wagg																		
Fielding Questions	Marcus Drake																		

	<table border="1"> <tr> <td>How to get a workshop accepted</td> <td>Matt Fraser/ Marijke Slieker-ten-Hove</td> </tr> <tr> <td>Reviewing abstracts</td> <td>Cara Tannenbaum</td> </tr> <tr> <td>Chairing basic science sessions, reviewing basic science abstracts</td> <td>James Gillespie, Christ Constantino, Steinar Hunskaar</td> </tr> </table>	How to get a workshop accepted	Matt Fraser/ Marijke Slieker-ten-Hove	Reviewing abstracts	Cara Tannenbaum	Chairing basic science sessions, reviewing basic science abstracts	James Gillespie, Christ Constantino, Steinar Hunskaar
How to get a workshop accepted	Matt Fraser/ Marijke Slieker-ten-Hove						
Reviewing abstracts	Cara Tannenbaum						
Chairing basic science sessions, reviewing basic science abstracts	James Gillespie, Christ Constantino, Steinar Hunskaar						
	<p>From 26/06/16 Conference call: ACTION POINT: Contact different contacts at Wiley to determine how to submit video abstract to NUU and also have a link from Wiley site to ICS TV to cross promote</p> <p>It was discussed that this was still relevant and that the ICS Office should pursue the concept to link ICS video abstracts from the NUU site.</p> <p>ACTION: Contact different contacts at Wiley to determine how to submit video abstract to NUU and also have a link from Wiley site to ICS TV to cross promote</p> <p>From Tokyo: ACTION POINT: Change terms of reference of education committee to allow education chair to be in elect position for one year prior to take over or allow education chair to stay on as “past chair”.</p> <p>ED feels that having the past chair not so relevant now as at the time did not appreciate the level of support from the ICS office and also the historical knowledge of AB . ED suggested that the committee ask Ervin Kocjanic to prepare the article linked to educational learning as previously discussed with Frederico Furriel. It was also suggested to approach him to make his Gender reassignment workshop into a video/module. It was also suggested that Ervin may be good to review online content.</p> <p>ACTION: Approach Ervin Kocjanic to publish the educational report in conjunction with Frederico Furriel. Also discuss filming the gender reassignment workshop and whether he would be willing to review ICS TV content.</p>						
4	<ul style="list-style-type: none"> a) Approval of Tokyo Minutes b) Approval of 25th November Teleconference c) Approval of 10th December Teleconference <p>All approved.</p>						
5	<p>Early career session agenda and outreach</p> <p>The early career session agenda was discussed noting the Kari was absent. It was suggested that Marcus give his talk before the abstract presentations and to reduce the time of his talk to allow for more abstract presentations. A suggestion was to get Kari to present a real abstract and then Marcus to ask “difficult” questions to him as an exercise to show the delegates. MD stated that most of the time if this is the first time people are presenting they are usually very nervous and this might be a little unfair to shock them with really nasty questions! ED suggested that whoever of the presenters has the hardest time to make them do it twice. Again there was a discussion about making the session relaxed rather than more stressful. The suggestion to Kari was to try and increase the number of presentations, either to extend the length of the session or shorten the time of the presentation. It was also suggested to reduce the time of Marcus’s presentation unless he specifically asked for that long. The selection process was discussed but AB was unable to comment – see post scrip note below. It was also</p>						

	<p>discussed to market this event widely, to market the seniors to tell their juniors to apply and also to encourage the nurses and physio groups to get people to apply.</p> <p><i>Post script note: The selection process is that all people who were given a “non-discussion” paper are written to by the ICS office several times after abstract notification. This invites them to present their paper in this mock presentation session if they are in the early stages of their career. Last year people were give slots of 8 minutes of presentation and 7 of feedback. Kari uses the help of the expert panel to select those people who apply and states that the primary goal of the Early Career Session is to create best possible teaching session. When choosing, the primary goal was NOT to choose “best abstracts”. The idea of ICS Early Career session is to provide excellent teaching session for presenting scientific abstract and ideally they are selected from different specialities, genders and location! Last year the four selected abstract represented many ICS core fields, many different kind of study designs, and three continents. They chose 4 not 5 to ensure there was time for discussion and feedback.</i></p> <p><i>Also it is noted that due to scheduling issues Marcus’ speech cannot be moved.</i></p>
6	<p>2017 Workshop evaluation process</p> <p>ED wants to ensure that only people in workshop complete the evaluation and that its timely and quality results. The committee looked at the proposal and the suggested questions and there were no comments. It was noted that eventually this data could be linked to the faculty database and assist in the selection of ICS speakers. FB questioned that someone could have good presentation skills but scientifically their content is poor. ED suggested that this should be covered in the open text question and AB suggested to change the comments question. NK suggested some marketing onsite to get people to complete the evaluation form and to ensure the chairs are informed and suggested to create a slide.</p> <p>ACTION: On in app question change open comments question to - What comments do you have for the speakers and chairs.</p> <p>ACTION: Request funding for in app evaluation to the Board to add to the 2017 budget.</p> <p>ACTION: Office to update housekeeping notice to workshop chairs to inform them to advise people to complete the evaluation in the workshop before leaving. Also add to chair slides and the walk in slide for workshops. Consider prize draw for those completing evaluation form in app.</p>
7	<p>Meet the Experts 2017</p> <p>The meet the experts concept was discussed and it was agreed to run this at lunch times in Florence and to make it on a first come first served basis rather than ticketed. EA questioned whether there would be too many things going on and it was suggested to try one day and to trial it. It was suggested to have announcements about the event in the plenary just before the session. It was agreed that Enrico Marijke and Frankie would work on this.</p> <p>ACTION: Run a variation of meet the experts in Florence on one day. Enrico Marijke and Frankie to work on names to invite.</p>
8	<p>Approval of 2017 Workshops</p> <p>ED showed working list of video goals and asked the committee to keep in mind when selecting the workshops that if the subject of workshop should be online content then we can approach</p>

	<p>the chairs. It was also discussed that a member of the education committee should attend the workshop in order to review content. MS suggested that the topic of just “physiotherapy” was not suitable and this needed to be broken down into further categories. EF felt that there needs to be organisation of the topics and NV suggested to focus on few videos to create first and then it will be more manageable. A discussion was held about multidisciplinary aspect and how to ensure the modules are something for everyone.</p> <p>The workshops for 2017 were then selected and a list is attached as an appendix to the minutes.</p>
9	<p>ICS Institute</p> <p>SM thanked the committee for coming and their hard work in selecting the workshops. SM explained the concept of the institute. SM explained that the School of luts/urogyan already had directors of Carlos D’Ancona and Mauro Cervigni respectively. SM explained that the other schools already have committees so it will be collaborative with the chairs. NV asked what is the appointment process for the directors. SM explained that Mauro had suggested the school as part of his taskforce on the Board to increase the number of gynaecologists joining the ICS so this is how the idea developed. SM explained that we will wait for the endorsement of each committee before confirming the name. SM further explained that the whole institute will be run by a board of directors to include the Education chair, the General Secretary and a board member. SM said there are lots of things to be done but it will be left to the group to create but the most important is to put elearning first and then you navigate to the different school. NV asked what is the main mission of the institute. SM different schools to create more surgical training so that the ICS is perceive not just all science. NV agreed and said the educational modules will then be a further instrument. AB explained that the institute is a portal to the existing content of the ICS website, an easier way for people to navigate through to the great content already there. It was discussed to add a Paediatric and bowel school to attract the colorectal surgeons. ED the school of urogyn & female pelvic reconstruction might alienate the urologists. MCP suggested the post posteria compartment. FB felt that the branding of ICS TV always seemed a little lower than what is actually is but the term institute implies higher academic level. NK stated he had never happy with the ICSTV label so the institute label is much more intuitive.</p> <p>SM leaves</p>
10	<p>Online Educational Content</p> <ul style="list-style-type: none"> – Review of existing online content <p>ED explained that Amy has been co-opted to assist with this project. She can review several topics. MS to ask the committee. FB stated that she has already asked Donna Bliss and the nursing committee and they are happy to assist.</p> <p>ACTION: MS to ask Physiotherapy committee to assist with review of existing online ICS TV content</p> <ul style="list-style-type: none"> – ICS TV update from DT <p>DT went through the IT director presentation shown to the Board of Trustees. DT outlined that the major project was to bring the website in line with the new branding and to make it mobile friendly. DT explained that they are looking at restricting access the non ICS members and that</p>

	<p>the ICS news platform is now more engaging. Now all committees are involved in creating scientific content. DT explained that the events system now revised and now educational courses and recognised courses are clearly identifiable. DT showed the institute branding and new membership shop which will have the cadaver course added shortly. DT explained that the IT team producing the ICI book for June publication which is taking up the majority of their time but that they have now gotten approval for a new staff member for editing video content. DT concluded that ICS TV has been growing with views/engagement and watch time increasing.</p> <p>We had a conference call about the categorisation of ICS TV. We decided to use the abstract categories. There may be a few issues by categorising by committee they need to know what the video is about.</p> <p>The committee was shown a video recorded in the ICS “studio” to show the quality differences when considering how to film.</p> <p>DT asked that when the committee review the ICS TV content to also consider which ones should be charitable and which ones are members only</p> <p>ACTION: Office to add a column to the ICS TV review spreadsheet to indicate which videos should be kept for the public to view.</p>
11	<p>Education Courses</p> <p>a) 2017 Education Course Review</p> <p>The 2017 plans were reviewed to date. It was discussed that there was a need more contacts and enquiries to solicit and strengthen our impact and to give accessibility to other countries. The following ideas were discussed.</p> <ul style="list-style-type: none"> - It was agreed to ask Dudley Robinson to create ties with EUGA to see if we can get a lecture in Barcelona in October. - Frankie will contact the Society of Wound and Ostomy Nurses - Margot to contact the Mexican Basic Science Conference - Enrico to connect re SIU Italy for a neurogenic bladder day <p>ACTION: Send mailer to membership calling for expressions of interest to have ICS education course in their country.</p> <p>b) Review Course Recognition application costs</p> <p>A discussion was held with regards to the ICS Course recognition and the fee structure and it was agreed to leave the application costs as they are.</p> <p>ACTION: Office to market ICS Course Recognition</p> <p>c) Cadaver Course Update</p> <p>AB gave update on the cadaver course and explained which companies have agreed to be involve and that it will be open to the new membership shop in the next week or so.</p>
12	Any other business & Conclusion

Each committee member was asked to express how they felt the meeting went.

EF felt that the best way to go with the elearning and that just video is not enough.

NV agreed passive learning is not sufficient i.e watch video and take questions etc and that they need assistance and run a pilot course. DT suggested to do a course that universally needed and see what the response is.

MD expressed concerns about the marketing to basic scientists and that there should be an outreach programme to encourage more to attend and join the ICS. MD suggested the need to think about classification and also the lectures should include basic science. Society of Pelvic Research who to talk about all organs of the pelvis.

MC – would like to emphasise the future strategy of the ICS to recruit more urogynaecologists and female urologists. Also to introduce more clinical roundtable and workshops. Hopefully the institute will be more ambitious than just elearning.

MS had compliments to chairmanship of the meeting

FB expressed that she felt it was a fruitful meeting and was happy with the multi-disciplinary programme. Excited to see the institute.

Next Meeting – Florence, September 2017

Education Committee Terms of Office

Role	Member	Term Start	Term End	Term Yrs	Elected	Term details	Additional Information
Committee Chair	Elise De	16-Sep-16	05-Sep-19	3	Y	3 year term will finish 2019. Can renew once by election	
Committee Member	Marijke Slieker-Ten Hove	01-Sep-11	14-Sep-17	6	N	6 year term will finish in 2017. Cannot renew	
Committee Member	Alex Digesu	23-Oct-14	14-Sep-20	6	N	6 year term will finish in 2020- cannot renew	Checking with Alex 20/10/16 Confirmed renewing 20/10/16
Committee Member	Frankie Bates	08-Oct-15	30-Aug-18	3	N	3 year term will finish in 2018- can renew	
Committee Member	Margot Damaser	08-Oct-15	30-Aug-18	3	N	3 year term will finish in 2018- can renew	
Committee Member	Nikolaus Veit-Rubin	08-Oct-15	30-Aug-18	3	N	3 year term will finish in 2018- can renew	
Committee Member	Enrico Finazzi Agrò	08-Oct-15	30-Aug-18	3	N	3 year term will finish in 2018- can renew	
Committee Member	Kari Tikkinen	18-Oct-12	30-Aug-18	6	N	6 year term will finish in 2018- CANNOT renew	
Committee Member	Nadir Osman	29-Aug-13	05-Sep-19	6	N	6 year term will finish in 2019. Cannot renew	Stepping down early
Co-opted	Amy Dobberfuhl	12-Dec-16	30-Aug-18	2	N	2 year co-opted for projects.	
Committee Member	Paula Iguialada-Martinez	14-Sep-17	03-Sep-20	3	N	3 year term will finish in 2020- can renew	
Ex-officio	Mauro Cervigni	17-Oct-16	14-Sep-17	1	N	Ex-officio	

Quorate No=4

Nominations 2018

Key	
Colour	Meaning
	Stepping down in Florence
	Stepping down in Philadelphia
	Elect position- will need to re-apply
	Will need to confirm if renewing/ positions will need to be advertised after Florence
	New member/position
	No action

ICS Education Committee Terms of Reference

1. PURPOSE:

The ICS Education Committee oversees all educational activities within the ICS. This includes stand-alone and add-on ICS Educational Courses, ICS Lectures at meetings and via the internet, development of educational materials and e-learning, as well as courses and workshops at ICS Annual Scientific Meetings. The committee is also responsible for the educational quality of all activities and for relevant faculty development activities within the ICS. The committee is responsible to the ICS board of trustees to which it makes an annual report and makes an annual budget request.

2. FUNCTIONS:

The Education committee shall work with all other ICS committees in order to fulfil its roles, defined below.

- Continuing Medical Education producing guidance for the ICS membership concerning CME - points of ICS activities - congresses, courses, workshops and other professional activities
- Workshop and ICS Course Applications: To review applications and make recommendations for inclusion for workshops at the Annual Scientific Meeting and any add-on courses or guest lectures external to the ASM.
- Educational Quality: To recommend methods by which the quality of education and its delivery can be maximised within all educational activities of the ICS. The committee shall also be responsible for making recommendations to the Board regarding the periodic evaluation and review of all such activities in line with the society's strategic direction.
- Align with the ICS Accreditation strategy
- ICS Faculty development: To produce and/ or recommend relevant courses for the development of ICS Faculty in all relevant ICS activities.
- Early Career Education: formulate curricula for early career education in all areas of ICS focus
- Suggest and consider income generating educational programmes
- Identify opportunities for e-learning or workshops in conjunction with other committees

3. RESPONSIBLE TO:

ICS Board of Trustees

4. COMPOSITION:

Total Members	Method of Appointment	Name	Term of Office
Chair:	Elected. A member must sign his/her agreement to stand. This nomination is signed by nominator and seconder, all being current ICS members. The nominee for Chair would be a current or recent member (past 5 years) of the Education Committee. If no one is nominated the ICS Nominations committee may suggest a suitable	See Appendix A	Term of office: 3 years, renewable once by Chair/committee approval by formal election. Further terms could be approved in exceptional circumstances and by

	candidate. Nominations received by 1st March for current members all other applications by 1st April. Voting regulations as stated.		referral to the ICS Trustees.
Membership	<p>All members of ICS committees must be active ICS members (paid for current membership year) (Bylaw 2.3.2)</p> <p>The optimum representation is 8 Committee members (excluding the committee chair) formed preferably from the following:</p> <p>2 Urologists 2 Urogynecologists 1 non surgical representative or Colorectal MD 1 Nursing representative (in conjunction with the nurse committee chair) 1 Physiotherapist (in conjunction with the physiotherapy committee chair) 1 Non-Clinical Representative Scientific Chair – Ex-Officio</p> <p>Within the committee there will be a e-learning Coordinator and Early Career Professional Coordinator</p>		3 years, renewable once by Chair/committee approval. Further terms could be approved in exceptional circumstances and by referral to the ICS Trustees.
General Secretary	Ex officio	See Membership Page	2 years
Board of Trustee Liaison	Ex office		3 years

5. ROLE OF THE CHAIRMAN

The Chairman of the Education Committee of the ICS is responsible for

- The coordination of the activities of the Education Committee,
- Ensuring that the activities of the committee are in accordance with current ICS strategy.
- Preparation of an interim (half year) and final annual report for the Board of Trustees and for the Annual General Meeting.
- Liaison with the Scientific Committee Chairman and the permanent congress company regarding the ICS Educational courses and workshops at the ASM and the State of the Art Lectures to be delivered at the ASM.
- Ensuring that ICS Faculty adhere to the relevant ICS Faculty etiquette and have conformed to relevant faculty development requirements as and when they arise.
- Is an Ex officio member of the Scientific Committee

6. ROLE OF THE COMMITTEE

Educational Courses and Workshops

The committee, in accordance with ICS strategy set by the Board of Trustees, functions to:

- Establish links with relevant professional societies in countries underserved by the ICS in order to deliver high quality, multi-professional educational activities as add-on courses to relevant affiliate societies international meetings. (See documents: ICS course standard operating protocol and “Guidelines for Educational Courses and Workshops”)
- Canvass for and arrange ICS sponsored lectures at such meetings.
- Seek to establish ICS visiting lectureships / professorships to deliver educational courses to universities and post - secondary educational institutions.
- Make recommendations for the core curriculum of ICS Educational courses to be delivered at the ASM
- Commission relevant courses and workshops by tender in response to requests from the membership or following advice from the Education committee regarding novel areas of research.
- Select, based upon merit and quality, workshops for delivery at the annual scientific meeting of the ICS following the application and bidding process.

E- Learning

The appointed e-learning coordinator shall, in accordance with ICS strategy set by the Board of Trustees, function to:

- Make recommendations to the Education committee for the establishment and development of e-learning courses relevant to the membership of the ICS.
- Recommend the commission of learning materials as required to deliver the modules selected for development
- Liaise with all relevant ICS committees regarding the e-learning components of their educational output to ensure adherence to ICS standards of quality, delivery and evaluation
- Liaise with the IT director in the creation, maintenance and development of e-learning materials
- Survey existing e-learning modules for quality assurance
- Survey existing e-learning resources within other similar professional societies and work to create necessary linkages to ensure efficient resource usage
- Liaise with the ICS office to receive the house style questions in advance of the meeting from the workshop chairs

Educational Quality

The committee will, in accordance with ICS strategy set by the Board of Trustees will:

- Review the educational content and quality of the ASM in the light of pedagogical educational theory and method, and to make recommendations regarding joint educational ventures relevant to the audience of ICS with the aim of maximizing the educational value of the meeting.

- Maintain and improve the educational quality of ICS educational activities and the scientific content of the annual scientific meeting
 - Coordinate and organize ICS faculty development activities such as teaching skills courses, chairmanship skills, effective PowerPoint etc.
 - Advise on educational pedagogy to ensure that ICS faculty are up to date
 - Liaise with relevant ICS committees to ensure that educational activities are evaluable and evaluated in accordance with prevailing educational theory
 - Assist with the development of course evaluations by other relevant ICS committees
 - Liaise with the scientific committee with regard to developing the delivery of scientific presentations and its evaluation at the annual scientific meeting.
7. MEETINGS:

The entire committee will normally meet once face-to-face during the Annual Scientific meeting; other deliberations will be held by email/webex. Webex will be used to define workshops for ASM.

8. QUORUM:

One third of committee membership plus one. For example, a committee of ten will have a quorum of four members. Quorum of sub-committees will be 50% of the membership. All Chairmen shall have a casting vote in the event of tied vote.

9. MINUTES:

Minutes are recorded at each meeting and posted on the ICS website in accordance the Bylaws

10. REPORTING & ROLES:

The Chair committee is required to prepare an annual report to the Board of Trustees. The Chairman of the Education Committee is also required to be present at the Annual General Meeting should the membership have any questions over committee activities.

For Terms of Office Information please see [Membership Page](#)

International Continence Society
 Annual report of the Education Committee 2016-2017
 Elise De, Chairman

Name	Country	Field	End
Elise De Chair	USA	Urologist	05/09/2019
Frankie Bates,	Canada	Nurse	30/08/2018
Mauro Cervigni	Italy	Urogynaecologist	14/09/2017
Margot Damaser	USA,	Biomedical Eng	30/08/2018
Alex Digesu	UK	Urogynaecologist	14/09/2020
Amy D. Dobberfuhr,	USA	Urologist	14/09/2017
Enrico Finazzi Agro,	Italy	Urologist	30/08/2018
Paula Iguialada-Martinez	UK	Physiotherapist	03/09/2020
Marijke Slieker-ten Hove	Netherlands	Physiotherapist	14/09/2017
Kari Tikkinen	Finland	Urologist	30/08/2018
Nikolaus Veit-Rubin	Switzerland	Gynaecologist	30/08/2018

We say goodbye to Marijke after almost 10 years of supporting the ICS Education Committee. Her knowledge and input has been invaluable over the years. Her enthusiasm for the importance of the ICS multi-disciplinary aspects has been key and a constant reminder of why that makes the ICS so unique. We shall miss Marijke but welcome Paula Iguialada-Martinez to be our liaison between the physiotherapy and education committees.

Nadir Osman has decided to step down from the committee due to conflicting professional obligations. Amy Dobberfuhr was co-opted onto the committee for one year to assist with the ICS TV review and the committee has decided to re-co-opt her for one more year in the roles of early career, translational research, online education, and urologist.

Activities and achievements in the past year

These were our major goals as of the 2016 meeting, and we have already accomplished about half of the 3 year plan! The committee this year was a gifted, motivated, and highly functional group. Every member contributed actively.

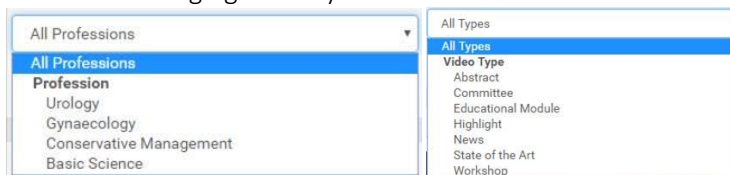


2017 Workshops – Traditional role plus some new innovations

- Webex meetings allowed for management of lesser agendas prior to primary meeting.
- 37 out of 74 workshops were accepted by the education committee at their meeting in London in February 2017.
- In Florence 2017, 1 hour workshops will be trialed.
- Range of topics including 2 hands-on laparoscopic workshops (excellent additions)
- Intentionally selected new speakers/chairs for running topics (e.g. prolapse)
- ICS Core Curriculum workshops run by the committees are also running again during ICS 2017. Each committee workshop has been branded an ICS Education Course and is Core Curriculum and is free. We are targeting many of these for Educational Modules.
- Evaluations:
 - Education Committee developed an in-app evaluation form for attendees
 - Data can be captured within the workshop itself rather than weeks after the meeting.
 - The faculty evaluations (still on paper) have been reworked and will be distributed to ICS Committee members
- Plans for 2018 workshop applications are underway with a deadline of 3rd January 2018.
- Kari Tikkinen has again arranged the **Early Career Session** at ICS 2017
 - Range of experts
 - Marcus Drake keynote lecture on dealing with questions after presenting.
 - Night out in Florence!

Online Education Content – Major Work this Year, Committee Priority (Face of ICS)

- We are very proud of this work. www.ics.org/tv
- We now have 300 Videos! Studio quality filming was decided as the primary goal
- We will be changing the way content is filtered:



- Dom's team: Backlogged 2015 and 2016 annual meeting content has also been edited and placed on ICS TV.
- The Committee undertook a major review of the existing content on ICS TV
 - Re-categorised all content and tagged all videos ready for the ICS institute.
 - Removed all content out-of-date, poor quality, and/or irresponsible
- ICS TV Launch
 - Thanks to Dom's team We will be promoting the new ICS TV platform at this meeting on the ICS Booth and have some cool business cards to give away to promote the new URL plus tablets to view and demonstrate the new "mobile friendly" website
- Standard Operating Procedures for ICS Online Education:
 - Created for all key categories online content
 - Created for other committee-led projects
 - Office can better monitor that procedures followed
 - Office can better prevent overlap in content.
- New work:
 - Several videos were commissioned by the Education Committee
 - Faculty Development
 - Preparing a high quality poster for your ICS presentation: Tips for success
 - Creating effective slides for your ICS podium presentation
 - Chairing your ICS Committee: Tips for success

- Successfully chairing your ICS Annual Scientific Meeting session
 - Submission to Neurourology and Urodynamics: How to improve your chances of successful submission
 - Fielding questions
 - Chairing basic science sessions, reviewing basic science abstracts
 - Reviewing abstracts
 - How to get a workshop accepted
 - Best practises for interactive learning
 - Effective evaluation techniques for workshops and lectures
- Scientific Content
 - Analysis of voiding, pressure flow analysis (Basic)
 - Recognize and correct basic artifacts on urodynamic traces
 - More UDS underway
 - Research methodology
 - Educational modules
 - The Physio committee have started the project “Physiotherapy Assessment of Urinary Incontinence (Female)”
 - The following will be filmed in Florence and are being targeted for Online Educational Content.
 - W9 Neurourological Surgical Tips and Tricks: Meet the Experts
 - W13 Phenotyping BPS/IC for Clinical Success
 - W19 Integrated Total Pelvic Floor Ultrasound in Pelvic Floor Dysfunction
 - Early Career Professional Session
 - W23 Optimising outcomes from surgical treatment of the frail and multimorbid older person
 - W24 Pudendal Neuralgia and Other Intrapelvic Peripheralnerve Entrapment- A Neglected Cause of Pain and Pelvic Floor Dysfunction
 - W26 ICS Core Curriculum (Free): Step by Step Basic Neurourology Teaching: Diseases Specificities
 - W27 ICS Core Curriculum (Free): Children and Young Adults Workshop Committee on Transitional Care for Continence in Congenital Malformations
 - W35 Confirmation Surgery in Gender Dysphoria: Current State and Future Developments
 - Work continues in this area - the turn-around from filming to final edited version is now very swift with the full time editing staff member!
 - New concept of Industry link as ethical means to highlight good work by industry, encourage financial support.

Publications:

Submission of articles to e-news & other publications re:

- e-news in conjunction with the publications and Communications committee.
- Nadir Osman: continence updates in Urology News.

Network with the Experts:

New format being trialed this year. Free sit-down lunch within the exhibition area. More natural social format.

ICS Cadaver Course – Education Committee Tangential, Just Commented

- Run by Course Director Hashim Hashim and the ICS Office
- The first hands on surgical training cadaver course was a successful event with 8 delegates attending from around the world.
- A **small profit** was made by the meeting and a full review will take place with a view to running another event in 2018.
- Attendee assessments were taken and submitted to the CME provider. 100% said they would recommend to a friend and that we should run again.

Education Courses/Guest Lectures – Lots of work this year on alliances and expenses

A full list of courses and guest lectures arranged by the education committee can be found at the end of this report. The budget for 2017 was £22,500 which is less than in all previous years but it has still been possible to organize 19 events.

Links have been **re-established** with the other major Societies and several mutual guest lectures have been arranged 2017 and 2018.

- AUA
- EAU
- SIU
- IUGA
- PACS

New alliances have been formed with: all courses and lectureships have involved a multidisciplinary approach 2018.

- Pelvic Floor Research Society
- American Society of Colorectal Surgeons
- European Society for Sexual Medicine

The committee has also worked hard to ensure that different speakers are used at these events and the funding rules are applied.

Budget

The budget for 2018 has already **been approved:-**

- £22,500 for education courses/guest lectures
- £20,000 for ICS Educational Online Content Production
- £6500 for face to face meeting – London 3rd February 2018

No additional funding required. Next funding proposal will be February 2019.

Plans for 2018

- Develop the ICS Institute with the School Directors
- Update faculty database with possible links to evaluations.
 - Expanded fields to be discussed with Dom during the Florence Ed Comm meeting.
- Focus on Educational Assessment
- Considering new model for payment for Workshop Attendance (one pass to all workshops)

ICS Education Courses/Guest Lectures 2017

<u>Name of Course</u>	<u>Date</u>	<u>Destination</u>	<u>Event</u>	<u>Speakers and number times spoken in last 2 years</u>
Pan Arabic Continence Society (PACS)	02-04 Feb 17	Luxor, Egypt	ICS Guest Lecture	David Castro Diaz (4) (urologist) Dudley Robinson (0) (urogynaecologists)
European Association of Urology Nurses (EAUN)	25 Mar 17	London, UK	ICS Guest Lecture	Sharon Eustice (0) (Nurse)
EAU Section of Female and Functional Urology (ESFUU)	25 Mar 17	London, UK	ICS Guest Lecture	Ervin Kocjancic (10) (urologist)
Advanced Masterclass on Anatomy and Surgery using Fresh-Frozen Cadaver	22-23 April	Istanbul, Turkey	Add on Course	Alex DIGESU, Urogynaecology (8) Emre HURİ, Urologist-Anatomist, (0) NON MEMBER Ervin KOCJANCIC, Urologist-Functional Urologist (11)
American Urological Association (AUA)	14 May 17	Boston, USA	Panel lecture	Dirk De Ridder (0) (urologist) Jacques Corcos (0) (urologist) Chris Payne (0) (urologist) Sherif Mourad (urologist)
Annual Course of Italian Association of Spina Bifida	19 May 2017	Cagliari, Italy	ICS Guest Lecture	Giovanni Mosiello (1) paediatrician Roberto Carone (0) urologist Mario De Gennaro (0) urologist Enrico Finazzi Agro (0) urologist
SIUD	8 June 17	Varese, Italy	ICS Guest Lecture	Peter Rosier (0) Urodynamicist, Gommert Van Koeveringe (0) urologist
IUGA	20-24 June 17	Vancouver, Canada	ICS Guest Lecture	Chris Maher (0) Urogynaecologist Peter Sand (0) Urogynaecologist
International course of Neurourology and pelvic floor dysfunction	30 Jun 17	Mexico City, Mexico	ICS Guest Lectures	David Castro Diaz (5) (urologist) Ervin Kocjancic (12) (urologist) Carlos D'Ancona (0) (urologist)
Cadaver course Chile	30/08/17-01/09/17	Santiago, Chile		Requesting payment towards cadavers. Two ICS speakers will be present: Alex Digesu

				Steven Swift
UroAlex2017	20-23 Sept 17	Alexandria, Egypt	ICS Guest Lecture	Sherif Mourad (5) (urologist)
Urogenital Apparatus: Neurogenic and degenerative pathologies	27-29 th Sept 17	Tlaxcala, Mexico	ICS Guest Lecture	Margot Damser (bioengineer) Michael Ruggieri, (0) (Pharmacologist)
Postprostatectomy Incontinence – Turkish Continece Society	05 Oct 17	Antalya, Turkey	Add on Course	Sherif Mourad (5) (urologist) Pathophysiology of PPI Ervin Kocjancic (11) (urologist) Evaluation and non-surgical management of PPI: Case discussion Karl-Dietrich Sievert (0) (urologist) as above Plus several TCS speakers who are ICS members
Panhellenic Scientific Meeting of the Urodynamic, Neuro- Urology & Female Urology (UNUFU)	5-7 Oct 17	Chania, Crete island	ICS Guest Lecture	Ervin KOCJANCIC, Urologist-Functional Urologist (13)
Société Internationale d'Urologie (SIU)	21 Oct 17	Lisbon, Portugal	Panel lecture	David Castro (5) (urologist) Emmanuel Chartier – Chastler (2) Mauro Cervigni (1) urogynaecologist Bruno Deval (0) gynaecologist Chris Chapple (0) urologist Dirk De Ridder (1) urologist Giovanni Mosiello (0) paediatrician
Hong Kong	November			2 nurses to be confirmed
SOBEST	12-13 Nov	Belo Horizonte – Minas Gerais - Brazil	ICS Guest Lecture	To be confirmed
Sociedad Iberoamericana de Neuro-urologia y Uro- Ginecologia (SINUG)	24-25 November	Tenerife, Spain	ICS Guest Lecture	Sherif Mourad (6) (urologist) Elise De (0) (urologist) Ervin Kocjancic (12) (urologist)
Society of Pelvic Research	2-3 Dec	Reno, USA	ICS Guest Lecture	Chris Fry (Physiologist)

ICS Regional Course	8-9 Dec	Phoenix USA	ICS Stand alone	Still being confirmed
---------------------	---------	----------------	--------------------	-----------------------

