



Education Committee Minutes

Saturday 2nd Feb,

Venue: Novotel London Paddington

Room: Sheldon 3

Time: 08:30 for 9am start

Chair: Elise De

Members: Alex Digesu, Paula Igualada-Martinez, Frankie Bates, Amy D. Dobberfuhl, Enrico Finazzi Agrò, Matthew Oliver Fraser, Mikolaj Konrad Przydacz, Nikolaus Veit-Rubin,

Apologies: Massarat Zutshi

Also in Attendance: Mauro Cervigni, Avicia Burchill, Ian Milsom (ICS 2019 Annual Meeting Chair)

1	Approval Philadelphia minutes Proposal to approve minutes EF proposed FB seconded All in favour
2	Committee Terms of Office a) Welcome to new member – Mikolaj b) Elise De – 1st term completed, will need to apply to stand for a second elected term. ED noted the deadline
3	Workshop Approval A discussion was held on the Round table topics and some suggestions to change some of the titles were noted. IM asked that the committee email him with any suggestions. AB noted that there was a possible lack of physio orientated round tables but noted the SOA was physio linked. This was noted by IM. ACTION POINT: Committee to send IM any suggestions for the Round Tables within next week The workshops were discussed and decided on. ACTION POINT: AB to check “research type” and whether this appears on programme as MF noted several were incorrectly categorised by applicant. ACTION POINT: Check with Board about funding requests for workshops. <i>Post script note:</i> <i>Economy travel is OK with Jasmine for FGM workshop.</i> <i>Merge 2 pain workshops</i> <i>2 vaginal surgery complications workshops. Received affirmative email from Vasavada, need to finalize and check with Roger and gently suggest co-chairs.</i> Changes for 2020 The following ACTION POINTS were noted for 2020 applications <ul style="list-style-type: none">- Amend online application to put a minimum and maximum word count for the speaker experience to address concerns of committee about approving speakers and lack of information provided.- The committee wish to have the function to export the applications to be able to review “offline” and then enter fields at a later time

- Amend accepted application guidelines that the ppt slides should be circulated by the speakers to the chairs prior to the workshop to ensure quality and overlap of topics.
- Consider option to recuse oneself from scoring workshops by expertise similar to abstract reviewing
- Discussion needs to be held about Committee and Institute workshops and what is accepted as they put pressure on number to accept and also potentially excludes great applications. At least prior to submission Institute and Committee chairs should discuss application, with one combined application encouraged.
- No Committee or Institute should submit 2 applications
- Create SOP for ability for people to request "Open Forum" session space where content is not an official ICs committee, workshop or abstract. Two per year with competing applications

SM & AD entered the meeting

SM thanked the committee for the hard work and excellent quality of content. The Board of Trustees wanted to note that Board reps were non-voting members of the committee and therefore should not be scoring the workshops. This was noted by the committee.

ACTION POINT: Board rep is not required to score workshops but may comment.

Workshop evaluation questions

A review of the evaluation questions that FB had suggested were reviewed by the committee. It was agreed to review the questions in view of potential restraints from the mobile app. The scoring system was also discussed and it was agreed to approach Kari Tikkinen for the reasons behind his thought process for last scoring system.

ACTION POINT: FB to work with office to update the online workshop evaluations and to contact Kari Tikkinen about best scoring system

Strategy for US annual meeting

AB raised the issue of the potential issues at ICS 2020 because of the ICI sessions which will take precedence and addressing the needs of the US audience. A discussion was held and the committee felt there was no real need to address the specific needs of the US audience from a workshop standpoint. There was a suggestion to encourage participation to target heads to "send your practice support staff" i.e. open your purse and send a nurse programme. MF noted that for US doctors the international travel is more attractive but internationals will travel to Vegas. ED suggested making a direct call for "how to" workshops in the marketing and also for nurses and physios to prepare workshops on comparing delivery of services.

ED suggested a pre-meeting or full day workshop similar to Nocturia in 2019 and RN session in 2018
 Post Script note from Elise De: *Suggest to invite AUA to submit a program on "Use of Advanced Practice Providers (Nurse Practitioners and Physicians Assistants) in Continence Care". Also suggestions to have "Physiotherapy Practice in Continence and Pelvic Floor" and Nurse Continence Specialists". Then "Basic UDS" "Conservative Management" Multidisciplinary models of care" Medications for Continence", "Basics of surgery for continence and prolapse", "Virtual Visits" "Group Visits" and other concepts for a financially motivated private practice based segment appealing to US private practitioners, new graduates, APPs, and RNs. This could be a 5-8 hour session like the Nocturia session with separate marketing and fee structure.*

ED noted that a APP session should be on the Friday or Saturday as unlikely to get away from work otherwise.

	<p>ACTION POINT: PI to contact USA PT workshop group to discuss application regarding, what your PT does/how your patients are assessed and treated.</p> <p>The discussion moved to market and how to target Trainees. AD suggested that even a small token amount supplied to the early career professionals would assist them to get remainder of funding if abstract accepted and would encourage more to submit. MKP noted that EAU allow residents for free and that we should encourage relations with EAU. MKP also suggested that ICS should run a workshop at EAU to create awareness.</p> <p>ACTION POINT: Ask Board if a workshop submission to EAU would be appropriate as well as mutual lectures.</p> <p>ED suggests to send email to department chairs asking for trainees to be sent and at same time marketing the mentorship programme, early career session, 1st year membership free, the career development videos, elearning which comes with membership, and reduces fees for registration.</p> <p>ACTION POINT: Amend US for US and EAU for Gothenburg heads of department marketing letters to encourage early career attendance and Mentorship.</p>
4	<p>Proposed changes to Committee Terms of Reference</p> <p>It was agreed to place the proposed changes back on the forum for a final check before sending to the Board.</p> <p>ACTION POINT: Final circulation of amended Committee TOR before submission to Board</p>
5	<p>Institute Update from AB</p> <p>ED explained the ICS Institute will house all ICS educational activities and will provide a single access point for users to access the full range of ICS educational material within 12 Schools. AB provided an update from all the School activities and reiterated that now the SOPs in place things are clearer for the Directors, especially in relationship to the Education Committee. EF questioned what is the difference between the Institute and the Committees as both TORs have cross overs for content creation. AD explained that they are there to coordinate content and therefore anything the committee creates will be added to the Institute page.</p>
6	<p>SOPs and ongoing projects sheet</p> <p>AB explained that the SOPs are now all in place and on website and being sent out to all enquiries. AB also showed the project sheet and explained the current position.</p> <p>ACTION POINT: Add the SOP table summary to the website and Ed Comm TOR</p>
7	<p>Early Career Activities</p> <p>MKP explained that there had been an exchange of emails about the early career session for ICS 2019. The aim this year would be to reduce the number of mock-style abstract presentations down to 2 and then have a series of SOA lectures. ED suggested rather than “10 mistakes” re-word it to “5 do’s and 5 don’ts”. AB was concerned that just 2 abstract presentations would not cover all disciplines and it was discussed to ensure the SOA speakers represent all disciplines and then this would encourage all disciplines to attend. PI suggested Melanie Morin as a speaker to discuss research issues. AB explained that time needs to be added in for AD/MKP to present the benefits of being an ICS member and what is available to early career professionals – to include intro to ICS/how to get involved/mentorship programme/free membership etc.</p> <p>ACTION: Update career development videos on Ed Comm microsite(including Lawrence Stewart) and ask Dom to house in single area within ICS TV as “Career Development”</p>
8	<p>Mentorship</p> <p>NV gave a summary of the mentor programme and that it should be offered for all disciplines. They need to feel at home and have a mum/dad for their career. NV explained that the document defines the mentor and mentee and what are the expectations of each. It should be attractive for people to join the ICS and therefore it is only open to members. MF questioned how is it going to be monitored. A discussion was held about how and who should monitor and it was decided that if mentor/mentee not behaving as they should then ICS could step in a remind them of their role. It</p>

	<p>was discussed to ensure a procedure was in place to limit the number of requests a mentor gets so that they are not inundated.</p> <p>ACTION POINT: NV to update the mentorship wording and circulate</p> <p>ACTION POINT: Office to set up mentor scheme by June. Elise emailed Dom to check feasibility of high tech roll out, but current spreadsheet is perfectly fine.</p>
9	<p>Learner Assessment and ICS TV</p> <p>ED confirmed that all the ICS TV content was vetted, organized, put in hands of Institutes. The SOPs are now in place for new content.</p> <p>Education Faculty Development Content was discussed and it was agreed to</p> <ol style="list-style-type: none"> 1) AD suggested to add “how to be a journal reviewer” 2) Create an Early career video based on membership benefit video already in existence – add plug for mentorship programme 3) Film the early career session and break up the lectures into 5 or 6 faculty express videos <p>ACTION POINT: Check 2018 early career content – did filming work?</p> <p>ACTION POINT: Ensure the early career session is filmed in 2019 and break up the lectures into faculty express videos</p> <p>The learner assessment project was discussed and AB explained that all ready to go pending the editing of the 4 workshops. It was agreed that the full roll out of the project would have to be postponed pending more office resource.</p> <p>ACTION POINT: Check with Roger et al re: when launch comfortable.</p>
10	<p>Educational Events</p> <ol style="list-style-type: none"> a) 2018 Budget and courses <p>AB gave update of final 2018 budget and it was noted that the committee did well against the budget.</p> <ol style="list-style-type: none"> b) Review of Cadaver Course, Bristol, September 2018 & Fistula Course, Sudan, December 2018 <p>AB gave an update of these 2 educational events and noted that both were planned to repeat in 2019.</p> <ol style="list-style-type: none"> c) Plans for ELuts Sept 2019 <p>AB provided an explanation of this regional meeting joint with EAU.</p> <ol style="list-style-type: none"> d) 2019 Education Courses <p>The following applications were discussed and approved:</p> <p>Uro Zag – no funding request for Sherif Mourad, A Saafan, Dr Zimmerman (NOT ICS MEMBER)</p> <p>MIPS – no funding request for David Castro Diaz</p> <p>Mediterranean Minimally Invasive Surgery in Urology Conference – no funding request for Sherif Mourad</p> <p>Georgian Urological Society – it was agreed to suggest Sakineh and Tufan Tarcan and £1000 towards their travel.</p> <p>Society of Pelvic Research – this was discussed and noted that Karl-Erik would be in Sweden not the USA at the time of the event. £1000 was offered towards the flight and if this wasn’t to be enough MF would contact Committee.</p> <p>The other pending applications were noted.</p>