

ICS Educational Committee

Subcommittee on Approved Courses and Workshops

John Heesakkers

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Aim

The aim of the Workshop and Approved Courses Subcommittee (WACS) of the Educational committee is to define the settings, demands and constraints of the various lecturing activities during ICS meetings. With these defined conditions a more standardized and predictable format of ICS meetings of obtained. This format acts as guidance for candidate organising or initiating participants of these activities. The activities of the ICS with regard to the primary process of the members as professional health care workers can be divided into four subcategories.

Scientific program

- Format and demands are defined by the scientific committee in close cooperation with the Advisory Board.

Educational courses

- Educational courses are chosen by the Educational committee. The committee chooses the topics of courses that they think are important and a valuable contribution to ICS meetings.
- There is a limited number of courses during every meeting

- These courses are supported by the ICS in such a way that the ICS agrees with the content of the educational course.
- The ICS promotes courses on those topics, organizes the courses or elects a member to organize such a course.
- The organiser of a course has to present a program with a brief summary of the topics. The WACS has to agree with the proposal.
- After approval a program summary has to be written by the organisers. The program will be announced in the (final) ICS program.
- The educational courses can be given at the same time as the scientific program but the topic should preferably be different than the topic of the scientific meeting (e.g. urodynamic courses not at the same time as sessions on urodynamics)
- People will have to subscribe for this course and pay some amount of money.
- They will receive a certificate of attendance.
- Those who attended will have to fill in an evaluation form on the topics and presenters.
- The evaluation forms are used from next year's topics and speakers.

Workshops

- The intention of workshops is to express the needs and views of the local organizers of that years' ICS meeting. This implies that topics that are regarded as being important to local organizers can be dealt with disregarding the opinion of the WACS
- They can be organised by anyone who feels that a certain topic (new or somewhat beside the ICS way of thinking) need to be highlighted
- A proposal has to be presented with topics, presenters and brief summary to the WACS.
- The chairman of the workshop is responsible for the content of the symposium

- The courses or workshop committee will only look at the main topic of the course and the way in which it will be presented.
- The WACS will see whether the topics fit and comply with general ICS intentions and general rules of civilised behaviour. (I mean by this that a course entitled: “The way we feel about e.g. John Heesakkers and how to deal with that”, would not be a good contribution.)
- If the workshop is approved, a suitable time will be scheduled. The preferential time of workshops is one day before the start of the scientific program. A workshop can also be organised during the main ICS program as long as the topic of the main program does not cover the same subject and as long as the workshop does not interfere with educational courses. The courses will be scheduled and presented in the main program.
- A statement will be made that the contents does not necessarily reflect the ICS point of view
- Workshops are free of charge and can not be organised by industry.
- The number of attendants will be registered and an evaluation form will be handed out.
- No certificate will be given.

Satellite symposia

- Satellite symposia are organized by industry
- They are scheduled outside of the official program (Scientific program, Educational courses and Workshops). This implies every day before the start or after closure of the official program.
- They can be organised simultaneously with other symposia
- The organisation tries to schedule non competing topics at the same time
- The allotted time is 90 minutes per symposium
- Promotion material in meeting rooms is allowed during the session only
- Catering is allowed around the symposium as long as it does not interfere with the official program

- The symposia are scheduled by the organisation and announced in the official program
- The chairman selected by industry is responsible for the content of the symposium
- After having checked the program and intended speakers the speakers are officially invited by the WACS to participate
- Symposia are free of charge for the registered members of the ICS
- Speakers are paid a fixed honorarium, distributed by organisation.
- Travels expenses (at least economy class tickets, hotel costs and registration costs are paid by industry.