

Agenda

NCRP Ad Hoc Committee on Education and Training

July 31, 2009 (Friday)

Conference Time: 3 – 5 p.m. (EDT) (2-4 p.m. CDT; 1-3 p.m. MDT; 12-2 p.m. PDT)
Call-in Number: TBD

- 3:00 – 3:20 p.m. Mission and Scope of the Committee**
- Mission and Objective
 - Assets & Resources
 - Contents (NCRP Reports and Related Materials)
 - Target Audiences and Benefits
- 3:20 – 4:00 p.m. Discussion of Format and Approach**
- Web-Based Training
 - In-Class Training
 - Professional Education Credits (*e.g.*, CME credits)
 - Venues and Class Locations
 - Collaborative Effort
 - Long-Term Training Assignment to Agencies
 - Training Grants
 - Pilot Classes
- 4:00 – 4:30 p.m. Business Plan and Implementation**
- Financial Goals and Expectations
 - Course Design, Faculty and Support
 - Advertisement, Compensation and Expenses
 - Tuition Determination and Collection
 - Feasibility Study
 - Business Plan Development
- 4:30 – 5:00 p.m. Assignments**
- Course Identification and Development
 - Faculty Assignment and Support
 - Advertisement and Outreach
 - Financial Analysis
 - Feasibility Study
 - Business Plan Format and Content
- 5:00 p.m. Adjourn**

Meeting Minutes
NCRP Ad Hoc Committee on Education and Training
Conference Call; July 31, 2009 (Friday), 3–5 p.m. (EDT)

The Committee met by conference call on July 31, 2009. The conference call was chaired by S.Y. Chen, with President Tenforde and Dr. Schauer participating. The following committee members were also present on the conference call: Richard Brey, Brooke Buddemeier, Jerrold Bushberg, Paul DeLuca, Ray Guilmette, Paul Locke, Matthew Moeller, and David Myers.

Purpose of Discussion

Chen opened up the meeting by welcoming all members on board, and also stated that the conference call was the first step toward fulfilling the charge of the Committee as assigned by the NCRP Board in its December 2008 meeting. The primary objective of the conference call was to discuss the development of a business plan for the Board's review and approval at its meeting in this coming December, with a goal of implementation in 2010.

Mission and Scope of the Committee

Prior to the conference call, the committee members received an initial report prepared by an *ad hoc* committee (dated September 29, 2008) as tasked by the NCRP Board to conduct preliminary scoping evaluation on issues pertaining to education and training. The initial report identified the unique aspects of the NCRP's training mission as an extension of its outreach program, which capitalizes on using its prestigious publications as training materials, and its large volunteer base of well-qualified and experienced professionals. During the conference call, the committee members concurred that the NCRP's training mission should emphasize its publications and related materials. The target audiences may include radiation protection professionals, regulators and policy makers (such as federal and state agencies), academia, and the general public. Dave Schauer reported on a recent training event in Europe using NCRP Reports 147 and 151 on medical shielding as an example, in which several NCRP committee members were recruited as instructors.

Discussion of Format and Approach

During the discussion, the following formats were suggested for education and training:

- (1) Web-based training (i.e., webinar) — best suited for short courses (one or few hours) designed to provide an overview of some subjects or general information;
- (2) Classroom-based training — good for courses that may last a few days, such as for subjects requiring substantial technical coverage (for example, subject areas involving multiple NCRP reports);
- (3) Long-term affiliation with government agencies or organizations (such as DOE, NRC, EPA, NASA, CRCPD, academic institutions, or other interested organizations) for on-site training.

It was also suggested that courses may be designed to “train the trainers,” as exemplified in some recent courses designed for training a large population of emergency first responders. Collaboration and partnership (with organizations including professional societies, academia, and the private sector) were identified as means of enhancing the outreach and quality of the program.

Discussion also touched on the subject of professional education credits, such as accreditation for Continuing Medical Education (CME) or other appropriate credits that can be applied toward professional certification. However, the committee did not encourage pursuing academic accreditation beyond the professional certification level, as it would complicate the effort beyond the current scope.

The committee thought it was a good idea to develop some pilot classes as the first step toward launching the program; these can then be evaluated with an eye toward long-term feasibility. Toward this end, it was

suggested that each of the PAC leads recommend a prioritized list of courses. The committee also suggested that recent NCRP reports should be used for this pilot initiative. Specifically, a course based on Report 160 (Ionizing Radiation Exposure of the Population of the United States: An Update) was recommended as the first offering to be developed for a webinar; while the first classroom-based courses would be in the medical and homeland security areas, respectively (with details to be worked out later).

Concerning possible venues for the program, the group felt that the topic be best addressed in the business plan, although it is generally recognized that webinar classes would probably be conducted from NCRP/HQ in Bethesda, MD, due to convenience and cost considerations.

Business Plan and Implementation

The immediate task of the committee is to develop a business plan. President Tenforde indicated that, from NCRP's perspective, the education and training effort would not be considered as a substantial revenue-generating program activity, however, it would complement and enhance the NCRP mission in terms of its continued outreach to the radiation protection community and also the general public. Ideally, of course, the education program should achieve the financial goal of being self-sustaining.

In terms of course design and faculty support, it was suggested that NCRP rely mostly on its traditional volunteer support base for assistance, as exemplified in numerous committee activities and venues. Appropriate compensation and expenses such as travel expenses and per diems could be considered, as with other NCRP business practice; although more options can be explored in the business plan. The committee will also suggest mechanisms for advertising, such as advance announcements on the NCRP web site and through related organizations that can reach other appropriate audiences.

The business plan will provide a financial evaluation of conducting the training activities, with options. The plan will include a feasibility study, with an emphasis being placed on the pilot program incorporating one webinar class and two classroom-based courses. The pilot program would offer valuable lessons and input for future course design and implementation.

Assignments

The following assignments were identified during the conference call:

Course Identification and Development: All PAC leads (except for PAC 1) will provide a prioritized list of courses and suggestions for each PAC to S.Y. Chen (by 8-15-09).

Faculty Assignment and Support: For the pilot program, PAC 6 (Ray Guilmette) will coordinate the development of a webinar class for Report 160; PAC 3 (John Poston) will coordinate the classroom-based course for the homeland security area (specific topic to be decided); and PAC 4 (Jerold Bushberg) will coordinate the classroom-based course for the medical area (specific topic to be decided). (TBD; following development of the business plan).

Financial Analysis and Feasibility Study: Matt Moeller will work with Dave Schauer to provide input for the business plan, including the pilot program (by 8-31-09).

Accreditation and Outreach: Dave Schauer will make inquiries (by 8-31-09).

Advertising: Matt Moeller will work with Dave Schauer on topics and financial analysis (by 8-31-09).

Business Plan Format and Content: S.Y. Chen will work with the team and consult with President Tenforde in preparing the business plan (by 11-30-09).

The final product will be a draft business plan to be submitted to the winter NCRP Board meeting in December 2009.