

CHARTER OF THE SECTION ON TEACHING OF STATISTICS IN THE HEALTH SCIENCES OF THE AMERICAN STATISTICAL ASSOCIATION

Section chartered in **1991**

Charter revisions last approved **2021**

ARTICLE I. NAME

The name of this organization is the **Section on Teaching of Statistics in the Health Sciences** (hereafter called the “Section”) of the American Statistical Association (hereafter called the “Association”).

ARTICLE II. OBJECTIVES

The **overall objective** of the Section is to facilitate communication and collaboration among professionals interested in teaching statistical concepts and methods to persons in the health sciences.

To achieve this objective, the Section has seven (7) **specific aims**:

1. Share best practices in teaching statistics in the health sciences.
2. Provide resources for the teaching of statistics in the health sciences (such as data sets, texts, articles, exercises, computer software, audio-visual materials, and examination prototypes).
3. Facilitate dialogue on philosophies, principles, and methods of teaching statistics, in the health sciences specifically, and more generally as they pertain to academic, administrative, and professional contexts.
4. Promote research in statistics education in the health sciences.
5. Inform members of recent developments in teaching statistics in the health sciences.
6. Facilitate outreach from teachers of statistics in the health sciences to statisticians, clinicians and scientists, especially for the purpose of improving biostatistics teaching and learning in the health sciences.
7. Foster professional development of teachers of statistics in the health sciences.

ARTICLE III. FUNCTIONS

In support of the Section’s overall objective and associated specific aims, the Section will perform several **functions**. These include, but are not limited to, the following:

1. Facilitate oral and poster presentations about teaching statistics in the health sciences at conferences, including, minimally, the annual Joint Statistical Meetings sponsored by the Association.
2. Maintain a Section Resources Portal that is an online repository of resources for the teaching of statistics in the health sciences
3. Host and invite member participation in multiple forums that advance the Section's aims. These forums include, but are not limited to:
 - i) the Section blog;
 - ii) the Association Communities – particularly the Teaching of Statistics in the Health Sciences Community;
 - iii) the Section website;
 - iv) Section webinars; and
 - v) the Association's publications (e.g., Amstat News, The American Statistician, the Journal of Statistics Education, CHANCE).
4. Maintain liaison with other Sections of the Association and with other organizations in the health sciences. The Section shares interests with several other sections of the Association, including the Statistics and Data Science Education, Statistical Consulting, Biometrics, Epidemiology, and Biopharmaceutical sections. Other organizations that the Section shares interests with include, but are not limited to: the Consortium for the Advancement of Undergraduate Statistics Education (CAUSE), the Association of Clinical and Translational Statisticians (ACTStat), and the Association for Clinical and Translational Science (ACTS) Biostatistics, Epidemiology and Research Design (BERD) Special Interest Group (SIG). Examples of liaison activities within the Association include:
 - i) Co-sponsorship of invited and topic-contributed sessions at the annual Joint Statistical Meetings of the Association;
 - ii) Co-sponsorship of webinars and workshops; and
 - iii) Shared networking at the annual Joint Statistical Meetings (e.g. sharing a display table with the Section on Statistics and Data Science Education).
5. Maintain a Section Career Development Program that is focused on professional development, mentoring, and strategies for promotion, specifically, and professional advancement, generally.

ARTICLE IV. MEMBERSHIP

Membership. Members of the Association may join the Section by paying Section dues. The membership year for each member of the Section shall coincide with that member's membership year within the Association.

Dues. Section dues are set by the officers of the Section and may be altered annually in

consultation with the Treasurer of the Association.

ARTICLE V. OFFICERS

Section officers must be members of the Section. The Section distinguishes two types of officers, *elected* and *appointed* (Table 1). An individual may hold no more than one elected office within the Section at a given time, but may hold more than one appointed office within the Section at a given time (e.g. – the Publicity Officer may also be the Webmaster).

Elected Officers. Two positions, the Chair-Elect and the Representative(s) to the Council of Sections, must be elected. The Chair-Elect serves a three-year term, first as Chair-Elect and then, successively, as Chair and Past-Chair. The number of Representative(s) to the Council of Sections is determined by the Association’s Council of Sections Governing Board. Elected and succession officers are all voting members of the Executive Committee; they have “full” voting rights on that committee and may vote on financial matters and official business of the Section.

Appointed voting officers currently include the Program Chair-Elect, Program Chair, Secretary, Treasurer, Publicity Officer, Webmaster, and Blog Editor. These appointed positions have “full” voting rights on the Executive Committee and may vote on financial matters and official business of the Section.

Appointed non-voting officers may be appointed in order to satisfy a particular need or interest of the Section.

Appointed officers will be appointed by the Section Executive Committee. Appointed positions may be added, removed, renamed, or revised in scope as needed by the Section Executive Committee.

A list of the current Elected and Appointed Officer positions in the Section is shown in Table 1 below. An up-to-date list of the current Elected and Appointed Officer positions in the Section and their current holders will be maintained on the Section’s website.

Table 1 – Officers of the Section, by Type, as of January 2021

Elected (Voting)	Appointed
Chair-Elect, Chair, Past-Chair Council of Sections Representative(s)*	<i>Executive Committee (voting) members:</i> Program Chair-Elect, Program Chair Secretary Treasurer Publicity Officer Webmaster Blog Editor <i>Non-Executive Committee (non-voting) members:</i> Resource Reviews Editor Resources Portal Co-Directors Resources Portal Editorial Board Fellows Nomination Chair

	Webinar Coordinator Career Development Chair Other positions as determined by the Executive Committee
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* The number of Representatives to the Council of Sections is determined by the Association's Council of Sections Governing Board.

Elected Officers

Chair-Elect

Type: Elected

Term of Office: One (1) year, January 1 – December 31

Voting Rights: Full

Vacancy Procedure: By appointment by the Chair with approval of the Executive Committee

Responsibilities: See Section Handbook

Chair

The Chair-Elect shall automatically become the Chair on January 1 of each year.

Type: Succession

Term of Office: One (1) year, January 1 – December 31

Voting Rights: Full

Vacancy Procedure: The Past-Chair shall become the Chair, and will serve the remainder of the current term

Responsibilities: See Section Handbook

Past-Chair

The Chair shall automatically become the Past-Chair on January 1 of each year.

Type: Succession

Term of Office: One (1) year, January 1 – December 31

Voting Rights: Full

Vacancy Procedure: By appointment by the Chair

Responsibilities: See Section Handbook

Council of Sections Representative(s)

Type: Elected

Term of Office: The term is prescribed in the Charter of the Council of Sections

Voting Rights: Full

Vacancy Procedure: By appointment by the Chair

Responsibilities: See Charter of the Council of Sections

Appointed Voting Officers

Program Chair-Elect

Type: Appointed
Appointment Procedure: By Section Executive Committee
Term of Office: One (1) year, January 1 – December 31
Voting Rights: Full
Vacancy Procedure: By appointment by the Chair
Responsibilities: See Section Handbook

Program Chair

The Program Chair-Elect shall automatically become the Program Chair on January 1 of each year.

Type: Succession
Term of Office: One (1) year, January 1 – December 31
Voting Rights: Full
Vacancy Procedure: By appointment by the Chair
Responsibilities: See Section Handbook

Secretary

Type: Appointed
Appointment Procedure: By Section Executive Committee
Term of Office: Two (2) years, renewable, January 1 – December 31
Voting Rights: Full
Vacancy Procedure: By appointment by the Chair
Responsibilities: See Section Handbook

Treasurer

Type: Appointed
Appointment Procedure: By Section Executive Committee
Term of Office: Two (2) years, renewable, January 1 – December 31
Voting Rights: Full
Vacancy Procedure: By appointment by the Chair
Responsibilities: See Section Handbook

Publicity Officer

Type: Appointed
Appointment Procedure: By Section Executive Committee
Term of Office: Two (2) years, renewable, January 1 – December 31
Voting Rights: Full
Vacancy Procedure: By Section Executive Committee
Responsibilities: See Section Handbook

Webmaster

Type: Appointed

Appointment Procedure: By Section Executive Committee

Term of Office: Two (2) years, renewable, January 1 – December 31

Voting Rights: Full

Vacancy Procedure: By Section Executive Committee

Responsibilities: See Section Handbook

Blog Editor

Type: Appointed

Appointment Procedure: By Section Executive Committee

Term of Office: Two (2) years, renewable, January 1 – December 31

Voting Rights: Full

Vacancy Procedure: By Section Executive Committee

Responsibilities: See Section Handbook

Appointed Non-Voting Officers

Appointed non-voting officers may be appointed by the Section Executive Committee in order to satisfy a particular need or interest of the Section. See Section Handbook for the current position descriptions.

ARTICLE VI. COMMITTEES

1. Types of Committees

The Committees of the Section shall consist of two (2) types:

- i) Standing Committees as provided by this Charter;
- ii) Current Committees as established by the officers of the Section.

2. Standing Committees as Provided by this Charter

The Section will have four (4) Standing Committees (Table 2).

Table 2 – Standing Committees of the Section

Nominations Committee Executive Committee Program Committee Awards Committee

Eligibility. All members of Standing Committees, and chairs, shall be members of the Section.

Term of membership. Terms of membership for elected or appointed officers of the Section are as specified above. For other members of standing committees, the term of membership shall be

two (2) years. Initial terms for new committees shall be set by the Chair of the Section for one or two years so that, as nearly as possible, one-half of the members shall be appointed each year.

Procedures. A quorum of 50% of voting members must be present at official meetings for all Standing Committees, and an opportunity for discussion of matters requiring a vote must be allowed. Formal motions and financial disbursements must occur during official meetings of committees.

Voting. All members may vote on Standing Committee motions. A simple majority carries the vote.

Committee Charges and Duties of Standing Committee Members. See also the Section Handbook.

a. Nominations Committee

Chair. The Section's immediate Past-Chair shall serve as Chair of the Nominations Committee.

Membership. The current Chair and the Chair-elect shall also serve on this committee.

Responsibilities. Each year the Nominations Committee shall submit to the Section Chair and the Secretary of the Association at least two nominations for each elected position to be filled. The Association's general deadline for submission of nominations shall apply. In addition, any Section member nominated by petition of at least 5% of the membership of the Section shall also appear on the annual ballot, provided that the petition is presented to the Section Chair and to the Secretary of the Association within the Association's balloting timelines. Balloting shall be carried out as part of the Association's annual election for Association and Section officers.

b. Executive Committee

Chair. The Section Chair shall serve as Chair of the Executive Committee.

Membership. The elected Section officers and the appointed (voting) Section officers listed above in Table 1 shall serve on this committee.

Responsibilities. The Executive Committee shall meet at least once per year, at the annual Joint Statistical Meetings. It may meet more often, as needed, via teleconference or videoconference.

c. Program Committee

Chair. The Program Chair shall serve as Chair of the Program Committee.

Membership. The Program Chair-Elect shall also serve on this committee.

Responsibilities. The Program Chair works with the Program Chairs of the other Association sections to organize the sessions for the Joint Statistical Meetings. The Program Chair-Elect organizes the roundtables for the Joint Statistical Meetings.

d. Awards Committee

Chair. The Section's immediate Past-Chair shall serve as Chair of the Awards Committee.

Membership. By appointment by the Section Chair, in consultation with the Executive Committee.

Responsibilities. The Awards committee solicits nominations for and chooses recipients for the various Section awards.

4. Current Committees Established by Officers of the Section

Current Committees may be established in order to satisfy a particular need or interest of the Section.

Eligibility. All members of Current Committees, and chairs, shall be members of the Section.

Term of membership. Terms of membership for elected or appointed Section officers are as specified above. For other members of current committees, the term of membership shall be two (2) years. Initial terms for new committees shall be set by the Chair of the Section for one or two years so that, as nearly as possible, one-half of the members shall be appointed each year.

Committee Chair. Each Current Committee shall be governed by a chair appointed by the Chair of the Section.

Procedures. A quorum of 50% of voting members must be present at official meetings for all Current Committees, and an opportunity for discussion of matters requiring vote must be allowed. Formal motions and financial disbursements must occur during official meetings of committees.

Voting. All members may vote on Current Committee motions. A simple majority carries the vote.

ARTICLE VII. MEETINGS

Annual Executive Committee Meeting. An annual Executive Committee meeting shall be held in connection with the annual meeting of the Association.

Annual Business Meeting. An annual business meeting open to all members of the Section shall be held in connection with the annual meeting of the Association and shall be announced in advance, preferably in the printed and electronic program for that meeting. A review of the past year's activities, plans for future activities, and a Treasurer's Report will be presented at this

meeting. A quorum of 50% of voting Section officers must be present at the official annual business meeting.

Other Meetings. Section business may also be conducted with the Section membership by mail, telephone and/or electronic communication.

ARTICLE VIII. AMENDMENTS

Amendments to this charter may be proposed by the officers of the Section, or via a petition signed by at least 5% of the membership of the Section, and submitted to the Section Chair. The proposed amendment shall be submitted to the members of the Section for a vote at the time of the Association's annual election.

If approved by a majority of members voting, the amendment shall take effect immediately, or at such other time as specified in the amendment. Copies of approved amendments shall be filed with the Secretary of the Council of Sections and with the Secretary of the Association.