

ASA Statistical Consulting Section Executive Committee Section Executive Committee Meeting

Sunday, August 08, 2004, 6:30 - 9 PM.
Halton Room, InterContinental Hotel, Toronto, CA

Members in attendance:

Jane F. Pendergast, Chair
Susan J. Devlin, Chair-Elect
Matilde Sanchez, Past-Chair
Elaine Allen, Secretary / Treasurer
Shirlene Pearson, Program Chair
Uwe Koehn, Publications Officer
Chuck Kinkaid, Webmaster
Harold Dyck, At-Large
Anamaria Kazanis, At-Large
Brenda Gaydos, Council of Sections Representative
Keith Muller, Council of Sections Representative Elect
Tzu-Cheg Kao, Newsletter Editor
Timothy Max, At-Large

1. **Welcome and introductions.** Chair Jane Pendergast welcomed new Executive Committee members and thanked outgoing members for their efforts over the last year. Exec members introduced themselves.
2. **Approval of Minutes from the Last Meeting.** Approved as amended.
3. **Treasurer's Report.**

Elaine distributed the financial update and noted that the Section is on track with budget. We will have spent down our surplus cash on-hand to ~\$13,000 by the end of 2004 and need to begin to balance revenue and expenses in 2005. Our biggest expense continues to be the production and delivery of a hardcopy newsletter. We should consider encouraging members to switch to electronic newsletter instead of hardcopy to save costs. The **Final 2005 Budget is due by Sept 30, 2004.**
4. **Recognition of New Fellows.** Jane will write a letter congratulating all new Fellows who are members of the Consulting section.
5. **Short Reports**
 - a. Program for JSM 2004 – Shirlene Pearson reported on the Section activities at the current conference.
 - i. We have 2 invited sessions and one contributed sessions, no topic contributed sessions but 1 poster session.
 - ii. Invited Sessions tomorrow and Wednesday: “Statistics in the Courtroom” tomorrow, and “Statistical Consulting in Academic” on Wednesday.
 - iii. ASA is discouraging regular contributed sessions in the future in favor of topic contributed, invited sessions, and poster sessions.
 - b. Program for JSM 2005
 - i. Deadlines have changed: 9/09 is the submission deadline for invited sessions; 10/09 for abstracts; and 2/05 for pre-registration.

- ii. Topic contributed sessions will be discussed, to generate interest, at the general business meeting of the section.
 - iii. Travel awards – we had no submissions for travel awards in 2004, flyers will be distributed at the general business meeting.
- c. Council of Sections (Gaydos/Muller):
 - i. There is interest in changing the format (shortening) JSM by changing regular contributed sessions into poster sessions.
 - ii. There is interest in increasing the number of invited sessions – especially recycling good topics.
 - iii. There is a suggestion that the CD-ROM be bundled into the registration fee (increasing it by perhaps \$10). The Committee endorsed this.
 - iv. We should highlight our sections core activities by creating a brochure, creating a CE Course on ‘How to Consult...’ or ‘How to run a consulting business.’
 - v. The conference call strategic initiative was discussed. Jane will write an article for AMSTAT news discussing the virtual workshops.
- d. Newsletter (Kao):
 - i. The Executive Committee will be contacted by e-mail to provide accurate contact information for the newsletter and the website.
 - ii. Tzu-Cheg is actively recruiting an Assistant Editor.
 - iii. The Executive Committee discussed opting out or opting in for receiving hardcopy of the newsletter as well as creating it in pdf form as a cheaper alternative.
- e. Publications (Koehn): Additions to the proceedings include luncheon summaries.

6. Roundtable Conference Calls:

- i. These have been incredibly successful with two carried out to date (5/24 Susan Devlin – 10 participants; 7/14 Janet Wittes – 20 participants). Participants register on a link in the announcement e-mail and are sent a call-in number by return e-mail.
- ii. Planned calls for the future: 9/1 Oliver Schulenberger will discuss Mixed Models; 10/04 possibilities include Jonas Ellenberg on government/private consulting, Chuck Davis on Categorical Data, Carolyn Epperson Hanson on using HIPAA data; 11/04 possibilities include Ed Vonesh on non-linear models. Future conference call leaders include Lloyd Edwards, Sandra Stinett, and Janice Derr.
- iii. This is a member benefit and could include edited notes by moderators or streaming audio for members unable to register. Jane will put together a committee for identifying topics/moderators. Executive Committee members should contact Jane with interest.

7. **Nominations** Committee – Matilda is in charge of nominations and would like suggestions from Executive Committee members and from the Business meeting.

10. Other Business –

- i. ASA continues to receive calls requesting statistical consultants. Should the section provide this service? Is there liability involved for ASA and how would the section advertise or accept consultant listings? The Executive Committee suggested that ASA lawyers would need to check out all options.
- ii. Recognition of sponsors of the raffle gifts and the Business Meeting should be made at the meeting.

The meeting **adjourned** at 9:15pm