

ASA Statistical Consulting Section Executive Committee Section Executive Committee Conference Call

May 20, 2005, 2PM

Members in attendance:

Susan J. Devlin, Jane F. Pendergast, Elaine Allen, Tim Max, Tzu-Cheng Kao, Chuck Kinkaid, Harold Dyck, Anamaria Kazanis, Keith Muller, Karen Copeland, Todd Nick, Phil Dixon, Christina Gullion, Sue McGorray

1. **Approval of Executive Committee Minutes from the August, 2004 Meeting.** Approved as amended.
2. **Feedback from Fritz Scheuren on the Section.** The section should take the leadership role in supporting consulting within ASA by offering training other than statistical techniques. In 2006 perhaps offering an introductory overview session as well as a session including outstanding consultants.
3. **Budget Report.** There has been a steady membership drop and accompanying drop in dues to the section over the last 4 years. Part may be due to economic circumstances of ASA members as it has been seen in other sections. Within a certain comfort level, we can still spend down some of our surplus. Suggestions to counteract this downturn in dues are to have more 'value added' services for our members and make the articles in the newsletter 'better.' The newsletter is one of the sections largest expenses.
4. **Recognition of New Fellows.** Susan will write a letter congratulating all new Fellows who are members of the Consulting section.
5. **Status Reports**
 - a. Newsletter
 - i. Karen Copeland is welcomed as the new Assistant Editor this year and will be the Newsletter Editor next year.
 - ii. Move the newsletter to pdf form and/or convert it to an e-newsletter. At present the newsletter is in LaTeX which requires substantial formatting.
 - iii. ASA has no charge for pdf conversion and e-mailing newsletters.
 - iv. A new survey of members may be needed to understand the needs of the section.
 - b. Website
 - i. When available, Chuck will continue to update the website with new minutes (even before approval) and the budget information.
 - ii. There was a discussion of inclusion criteria for consulting centers, academic and otherwise and updating the listings.
 - iii. The group discussed the additional listing of consultants for hire on the site as Susan (Devlin) receives calls referred from ASA for consultants. With appropriate disclaimers, timely updating, and perhaps an annual charge the committee felt this may be a useful activity for the section.
 - c. Consulting Brochure
 - i. There are no copies left for distribution and the committee needs to decide whether to reprint the brochure.

- ii. It was decided that the brochure was too long for consultants to distribute (and be easily understood) by clients. The brochure is more academically oriented for students learning to be consultants.
 - iii. It was felt that the brochure should be used as the foundation for launching the next generation of brochures that will address many perspectives of statistical consulting. (increasing it by perhaps \$10). The Committee endorsed this.
 - iv. The existing brochure will be posted on the website with permission to download and copy and 200 copies will be printed for JSM.
 - v. Phil will head (or appoint) a new committee to do this with an announcement in the next newsletter and a discussion and call for volunteers at the business meeting in August.
- d. Roundtable Conference Calls
 - i. Carolyn Apperson Hanson from the Cleveland Clinic will be the next roundtable leader and Chuck Davis participated in the last roundtable.
 - ii. Suggestions are open for the next call leader, perhaps a small committee should be formed to take charge of this initiative. An announcement will be made at JSM.
 - iii. It has been done without and ASA help and perhaps ASA should be contacted to handle the registration and other mechanics of the calls in terms of the timing and coordination of announcements.
- e. JSM 2005
 - i. Susan McGorray discussed the Travel awards. The conference fee is waived as well as a \$500 award is given. Elaine will contact Monica Clark at JSM about the checks and waiver of fees when she has the names and affiliations of the awardees.
 - ii. There are 2 invited sessions, 1 co-sponsored invited session, 3 topic contributed sessions and 2 roundtables.
- f. JSM 2006
 - i. Requests for invited and topic contributed sessions have been made including one on the training of consultants.
 - ii. Phil needs to appoint a 2007 Program Chair
- 6. **JSM Business Meetings:**
 - i. Sunday night will be the Executive Committee meeting at a restaurant or at the hotel.
 - ii. The Business Meeting/Mixer has been switched to Monday night which is better because of fewer conflicts. This does, however, give the at Large members less time to gather raffle gifts.
 - iii. Elaine will contact Smith-Hanley regarding some underwriting of the Mixer.
- 7. **New Initiatives:**
 - i. Consultant Referral Website for the Section – Liability questions must be answered (ASA's Steve Porzio "Not a problem with a disclaimer."); should be supported in the newsletter and by the section; it should be automated through the website; content needs to be checked and a modest fee charged. Anna and Harold will brainstorm on this.
 - ii. ISOSTAT – should we have a listserve similar to ISOSTAT for isolated consultants?
 - iii. The section should conduct a survey on going consultant rates both through the newsletter and on the website.
 - iv. Other business – in contacting the membership of the section should it be sent by ASA. Karen and Tim will work on the survey.
 - v. Should ASA offer professional accreditation?

Susan Devlin will set up another call in approximately one month.