American Statistical Association
Section on Teaching of Statistics in the Health Sciences
Minutes of the July 2020 Executive Committee Meeting
July 17, 2020

Attendees: Laila Poisson (Chair), Amy Nowacki (Past Chair), Ann Brearley (Chair-Elect), Maria Ciarleglio (Program Chair), Jose-Miguel Yamal (Council of Sections Representative), Bob Oster (Secretary/Treasurer), John Doucette (Communications Officer), Heather Hoffman (Publicity Officer), Ed Gracely (Webmaster), Carol Bigelow (Portal Representative)

Unable to attend: Jaya Satagopan (Program Chair-Elect), Travis Loux (Resource Review Editor)

CALL TO ORDER
• Laila called the meeting to order at 1:00 PM (Eastern).

REVIEW/APPROVAL OF JUNE 2020 MINUTES
• Motion: To approve the minutes of the June 19 meeting. The motion was made and seconded. The motion was approved.

TREASURY REPORT
• Bob provided a brief treasurer’s report. He noted that he was not able to access the treasury information online but could ask the ASA staff to generate a treasury report. He then said that with additional income from dues and from the ASA interest allocation, the current treasury balance should be close to $18,000.
• He then said that once the amount of our funds exceeds $20,000, the Council of Sections may ask us to start spending more of our funds.
• He also reported that Stata’s contribution ($5,000) toward our JSM 2020 mixer was returned at the request of Stata. We are welcome to ask for a contribution from Stata in 2021. The contribution from R Studio ($500) will remain in ASA’s deferred account through JSM 2021.

JSM 2020 PLANNING
a. Walk through JSM week presentation schedule
   i. Set remaining action items and point people
      • The TSHS JSM 2020 program schedule and roles of specific individuals were reviewed.
      • The Zoom registration link was added on July 13.
      • A link will be added to the education booth materials (TSHS and Stat Ed in particular), which will be housed in Google Docs. Laila will ask Carol Blumberg to make folders for the TSHS education booth items.
      • Maria will contact ASA about the voting tool that will be used for JSM contributed sessions. Maria also noted that JSM presenters will begin to upload their presentations during the week of July 19.
      • Executive committee (EC) members discussed the session evaluation tool (wording [especially the anchors], number of questions, etc.).
      • Maria will ask the chairs of TSHS sessions to mention the TSHS Expo folder.

b. Review mixer
   i. Set remaining action items and point people
• EC members will have a “practice mixer” on July 24 at 1:00 Eastern. All EC members will be entered as co-hosts, which will allow us to go into and out of breakout rooms.
  o There will be a maximum of 6 attendees per breakout room.
  o Each round will be 15 minutes in length.
  o There will be 2 rounds, then a break to announce our section award winners and door prize winners, then 2 more rounds. Attendees are not required to participate in all 4 rounds.
  o Instructions regarding the mixer will be posted to the TSHS forum.

  c. Exec meeting(s)
     i. TSHS meeting (focus on 2021 roles)
     ii. Annual COS meeting
     iii. Annual ASA Teaching Committee meeting

• EC members discussed several things here. Registration will be required in order to attend the mixer. Ed will set up the Google Drive link. Laila will email Jeff about how to contact expo vendors.

PUBLICITY OFFICER UPDATES
• Heather noted that 4 members responded to the grants survey, providing information regarding the teaching grants that they received, and that 14 members responded to the publications survey, providing information regarding their teaching publications.
• Heather will send an email reminder about Amy’s upcoming webinar.
• Laila will post information about the TSHS mixer to the TSHS forum.

COMMUNICATIONS OFFICER UPDATES
• John noted that there will be posts about videos (regarding teaching) and links to teaching materials.

WEBMASTER UPDATES
• Ed provided updates as part of the discussion of previous agenda items.

AWARDS COMMITTEE
• Amy announced the winners of this year’s TSHS awards. The winner of the Outstanding Teaching Award is Heather Hoffman, George Washington University. The winner of the Young Investigator Award is Stephanie Hicks, Johns Hopkins University. Both winners will be recognized during this year’s mixer.
• The winner of the 2019 Best Contributed Presentation Award, Erin Blankenship, University of Nebraska-Lincoln, will also be recognized during this year’s mixer.

TSHS PORTAL UPDATE
• This update was postponed until the next EC meeting.

COS NEWS
• This update was postponed until the next EC meeting.

OTHER ITEMS
  a. Status of history narrative update
  b. CHANCE publications
  c. TSHS Resource Portal publication
  d. TSHS handbook status
Discussion on these items was postponed until the next EC meeting.

NEXT MEETING
• The next TSHS executive committee meeting will take place during the week following the virtual JSM.

ADJOURNMENT
• Laila adjourned the meeting at 2:00 PM (Eastern).