American Statistical Association
Section on Teaching of Statistics in the Health Sciences
Minutes of the Executive Committee Meeting
May 21, 2021

ATTENDEES

<table>
<thead>
<tr>
<th>Elected Officers (Voting)</th>
<th>Present?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann Brearley  Chair (2021)</td>
<td>☒</td>
</tr>
<tr>
<td>Laila Poisson  Past-Chair (2021)</td>
<td>☒</td>
</tr>
<tr>
<td>Jacqui Hicks  Chair-Elect (2021)</td>
<td>☒</td>
</tr>
<tr>
<td>Jose-Miguel Yamal Council of Sections representative (2019-2021)</td>
<td>☒</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Appointed Voting Officers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Jesse Troy  Secretary (2021-2022)</td>
<td>☒</td>
</tr>
<tr>
<td>Bob Oster  Treasurer (2021-2022)</td>
<td>☒</td>
</tr>
<tr>
<td>Jaya Satagopan  Program Chair (2021)</td>
<td>☒</td>
</tr>
<tr>
<td>Brandon George  Program Chair-Elect (2021)</td>
<td>☒</td>
</tr>
<tr>
<td>Ed Gracely  Webmaster</td>
<td>☒</td>
</tr>
<tr>
<td>Heather Hoffman  Publicity Officer</td>
<td>☒</td>
</tr>
<tr>
<td>John Doucette  Blog Editor</td>
<td>☒</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Appointed Non-Voting Officers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Travis Loux  Resource Review Editor</td>
<td>☐</td>
</tr>
<tr>
<td>Carol Bigelow  Portal co-director</td>
<td>☒</td>
</tr>
<tr>
<td>Doug Landsittel  Portal co-director</td>
<td>☒</td>
</tr>
<tr>
<td>Amy Nowacki  ASA Fellows Nominations chair</td>
<td>☒</td>
</tr>
<tr>
<td>Tom Braun  Webinar coordinator</td>
<td>☐</td>
</tr>
<tr>
<td>Ada Youk  Career Development chair</td>
<td>☒</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Ciarleglio  Chair-Elect elect (chair in 2023)</td>
<td>☒</td>
</tr>
<tr>
<td>Amy Nowacki  COS representative elect (2022-2024)</td>
<td>☒</td>
</tr>
</tbody>
</table>

CALL TO ORDER
Ann called the meeting to order at 1:00pm (Eastern).

REVIEW/APPROVAL OF April 2021 MINUTES
Motion: To approve the minutes of the April 16th, 2021 meeting. Motion was seconded and approved.

TREASURY REPORT
- Bob reports a balance of ~$19k. No expenses so far this year. Income continues to be from member dues and interest that ASA pays.

JSM UPDATE
- Program
Jaya reported that our section has 8 contributed talks. We also had the option of inviting contributed talks from other sections to TSHS, but Jaya reviewed the list and nothing seemed appropriate.

Jaya explained the contributed talk speed session format. Each speaker will upload a 15-minute video for conference attendees to watch prior to the live session. At the live session, each presenter will give a 4-minute summary of their talk.

- Roundtables
  - Brandon reported there are no updates since the last meeting.
- Ann reserved a time slot for the mixer (Monday Aug 9, 5-7pm Eastern), so it will be on the JSM program.
- Virtual table
  - No one has heard from Carol Blumberg yet. Ann will email Carol and find out what the plan for the virtual table is.
  - Laila will create a folder for our section’s flyers on the Google drive.
- Booth at the virtual Expo
  - Laila reported that we did have a booth last year, but attendance was low. There is no word yet on whether it will happen this year.
- Door prizes for mixer
  - Ann proposed that we wait to discuss door prizes because we don’t know when the expo will happen yet and who will be in it.
- Suggestion for software for mixer
  - Ed proposed the use of the Remo software: “A meeting tool that allows attendees to gather in small groups, to change groups, and also hear and participate in plenaries of all attendees. It is over $300 per month, but we would only need it for the one meeting, and we’re saving the much greater cost of food. Several TSHS Executive Committee members have reviewed it and think it is a good idea. I wonder if ASA would like to pay for the highest tier, and make it available to all sections.”
  - Ed explained further that the software allows for the setup of virtual “tables” for different discussion topics, as well as parallel sessions.
  - Ed and Laila agreed to work together to find answers to the following questions that were raised about Remo during the meeting:
    - Do we have to pay for the whole year up front or is there a month-to-month option? If we start month-to-month is there flexibility to change the service agreement at a pro-rated cost?
    - Can expenses be shared with another party, e.g., Stat Ed. If we did this, could we have separate rooms?
    - What would participant registration look like? We don’t want to necessarily limit registration to section members and it is not clear how that would be done.
  - Ed will also contact Rick Peterson and ask whether other sections may have already contacted ASA about software for their mixer. Jaya will email Naomi Friedman and ask if JSM has plans for coordinating mixers or has and recommendations for software platforms.

AWARDS COMMITTEE UPDATE
- Laila reported the following updates.
  - The Outstanding Section Service Award nomination was put forward to COS from TSHS. Once confirmed we will notify the winner. The award will be given at JSM.
The 2020 award winners (Young investigator, Outstanding Teacher, Best Contributed Presentation) were sent to the JSM committee for inclusion in the JSM program.

The May 15th deadline has passed for nominations for the Young Investigator, Outstanding Teaching, and Distinguished Achievement award. We got nominations for each of the three, with only the young investigator as uncontested. The awards committee (Laila, Ann, Jacqui) will meet on June 4th to discuss the nominees.

A hurdle for young investigator award nominations is the required paper, though it may be limited outreach to early career members. Perhaps we could host a webinar on publishing education methods and research? This might also increase visibility and interest for potential early career members.

WEBINARS UPDATE
- Ann reported that the next webinar is on rubrics and flipped classrooms and will be offered by Michael Swartz on June 11th.

PUBLICITY UPDATE
- Heather sent a message to Cause Web about the webinar. Laila reported that 66 people are registered.
- Heather will send the publications survey out in the next week.

BLOG UPDATE
- John reported the following:
  - The welcome message from Ann is now posted.
  - Travis wrote a book review that is also posted on the blog now.
  - The review of last fall’s webinar will be posted next week.
  - Ann noticed the author’s name cannot be seen on the blog posts. John is trying to fix this. A workaround is to add the author’s name to the title of the post.
- Laila reported that she is not getting notification emails from the Blog. John will look into this.
- Laila asked whether the section could afford to spend money on a more robust product for the blog. Jose-Miguel responded by mentioning that the ASA wants to know why sections are going to external vendors for some of their multi-media needs. Laila responded that the ASA blog software is really for individual people to make a blog, not for the section. The user interface is also bland (no graphics, tagging, searching, etc.) and not as feature-rich as Wix, Square Space, or other packages. Jose-Miguel suggested that we give feedback to ASA with a list of features that might be useful for their blog software. Ed mentioned that more storage space would be helpful. For example, one of the primary reasons we use YouTube for videos is that storage is limited on the ASA servers.

WEBSITE/YOUTUBE UPDATE
- No updates.

CAREER DEVELOPMENT UPDATE
- Ada reported that she met with Felicity last week to discuss sample letters for promotion, and they discussed setting up a CV review session for junior faculty or people searching for academic positions. Ada asked how and when this could be done.
  - Laila suggested either Remo or Zoom, possibly the same day (or even at the same time) as the JSM mixer.
  - Ann and John suggested it could be done separately from the mixer, but the event could be promoted at the mixer.
• Bob suggested it could even be done outside of the JSM meeting week and could possibly be done more than once a year.
• Ed and Laila suggested a group session that discusses general aspects of CV writing with breakout rooms for 1-on-1 review of individual CVs.
  • Jaya suggested also have a writing group. She described the function of such a group at Rutgers. Group members gather virtually to focus on scholarly writing. Initially, everyone turns off their camera and their audio and writes for a short period. Then the group reconvenes and discusses what they wrote, barriers they ran into, and how they tried to overcome those barriers. The focus is on scholarly writing and the goal is to make progress on a paper but not necessarily finish it during that session.

UPDATING THE TSHS SECTION HANDBOOK
  • No update.

PORTAL UPDATE
  • No update.

COUNCIL OF SECTIONS UPDATE
  • No update.

FELLOWS NOMINATIONS UPDATE
  • No update.

OTHER BUSINESS
  • No other business was discussed.

ADJOURNMENT
  • Ann adjourned the meeting at 1:55 PM Eastern.

NEXT MEETING
  • The next meeting is scheduled for June 18, 2021 at 1:00pm Eastern.