American Statistical Association
Section on Teaching Statistics in the Health Sciences
Minutes of the Spring 2016 Executive Committee Meeting
March 30, 2016

Attendees: Felicity Enders (Chair), Jose-Miguel Yamal (Chair-Elect), Heather Bush (Past Chair), Amy Nowacki (Program Chair), Wenyaw Chen (Program Chair-Elect), Bob Oster (Secretary/Treasurer), Ann Brearley (Publications Officer), Ed Gracely (Newsletter Editor, Webmaster), Laila Poisson (Book Review Editor), Carol Bigelow (Council of Sections Representative), Jackie Milton (Member of proposed TSHS Committee on Professional Development and Mentoring)

Felicity called the meeting to order at 4:00 PM (Eastern).

INTRODUCTIONS

Felicity began the meeting with introductions and mentioned who was in each position.

JSM TSHS ACTIVITIES

Felicity mentioned that the executive committee meeting would be held on Monday morning (August 1, 2016) at 7:00 am and that the business meeting and mixer would be held on Monday night at approximately 5:30 pm. She also mentioned that she expects approximately 50 JSM attendees to attend the business meeting and mixer.

Amy briefly reviewed the TSHS JSM program. She stated that we will have one invited session, three topic contributed sessions (one of which is a topic contributed panel), one regular contributed session, and four roundtables. TSHS will use the JSM evaluation app for our sessions and will also have paper forms available.

Bob said that he would follow up on the monetary amount of the prize for the Best Contributed Paper Award and report this amount to the executive committee.

ADVERTISING FOR TSHS MIXER

Members suggested reaching out to related sections (Statistical Education and Statistical Consulting) to promote the TSHS business meeting and mixer and including a pdf flier with TSHS promotion emails so members can post at their institution. TSHS members are encouraged to bring guests.

UPDATE ON TSHS PORTAL

Ann provided a brief update on the new TSHS Portal. She noted that things are going well, but that progress has been slower than expected due to a variety of unforeseen circumstances. A test version of the portal is up and is being tested by the portal committee. She then announced that the Innovation Challenge has been launched.

POSITIONS TO FILL
Felicity stated that we still need to find a section member to volunteer to become Newsletter Editor, effective January 1, 2017. Ed will remain as Newsletter Editor through December 31, 2016, but wants to train his successor during the remainder of the year\(^1\).

**UPDATE ON MENTORING ACTIVITIES\(^3\)**

Jackie described the purpose and activities of the proposed TSHS Committee on Professional Development and Mentoring. She then suggested that the mentoring matchups be done within TSHS, and asked executive committee members if there are specific matchups that they can think of or promote.

This led to a discussion about whether there were things that TSHS could do during the year outside of JSM in order to promote professional development and mentoring. It was noted that all participants in this program would be required to be section members. Specific activities mentioned for professional development and mentoring included formal webinars for discussion of topics of interest, presentations, or a TSHS journal club.

Overall goals for the mentoring initiative were professional development for JSM 2016 and mentoring for JSM 2017, because it was felt that mentoring would take longer to develop to fruition. The group suggested surveying TSHS members after JSM 2016 regarding needs and goals for section members, including needs and goals relating to professional development and mentoring. The survey could also drive topics for the TSHS webinar concept. There was a suggestion to distribute an early paper copy of the survey at the mixer to get more detailed information for the electronic survey. The paper survey at the mixer could be linked to door prizes.

**NEW BUSINESS**

An executive committee member asked how we could motivate members to apply for our major section awards or to nominate others for these awards. This is an item that will be discussed in future executive committee meetings.

The executive committee agreed to extend the deadline for nominations to May 13, 2016 for the TSHS Outstanding Teaching Award. This was done due to potential conflicts (of potential nominees) with mid-semester breaks and to allow for submissions to include a full academic year. It was suggested that in future years, we should consider offering two outstanding teaching awards – one for a junior member (such as Instructor, Assistant Professor, or similar level) and one for a senior member (such as Associate Professor, Professor, or similar level). It was agreed that TSHS awards should only be given to TSHS members. Bob said that he would re-send the announcement for the Outstanding Teaching Award, with the updated deadline for nominations, to all section members\(^3\).

**ADJOURNMENT**

Felicity adjourned the meeting at 4:55 PM (Eastern).

\(^1\)On March 31, 2016, Laila accepted the Newsletter Editor-Elect position. This means that we still need to find a new Book Review Editor for 2017.
The monetary amount of this award is $100.

On March 28, 2016, Constantine Daskalakis, Chair of the proposed TSHS Committee on Professional Development and Mentoring, sent a detailed e-mail to the executive committee describing the charge and membership, proposed professional development activities, and proposed mentoring activities of the proposed committee. He specifically stated that a formal vote by the executive committee regarding the formation of the proposed committee would be needed.

The announcement was sent out on April 8, 2016.