American Statistical Association  
Section on Teaching of Statistics in the Health Sciences  
Minutes of the June 19 2017 Executive Committee Conference Call

Attendees: Felicity Enders (Past Chair), Jeff Syzchowski (Chair-Elect), Wenyaw Chan (Program Chair), Amy Nowacki (Past Program Chair), Bob Oster (Secretary/Treasurer), Ed Gracely (Webmaster), Laila Poisson (Newsletter Editor), Ann Brearley (Publications Officer)

Unable to attend: Jose-Miguel Yamal (Chair), Kendra Schmid (Program Chair-Elect), Carol Bigelow (Council of Sections Representative)

Felicity called the meeting to order at 1:00 PM (Eastern).

REVIEW/APPROVAL OF MINUTES

Motion: To approve the minutes of the April 17 meeting. The motion was made and seconded. The motion was approved.

TSHS CHAIR-ELECT-ELECT

Felicity announced that Amy was elected as TSHS Chair-Elect-Elect (Chair-Elect in 2018, Chair in 2019, Past Chair in 2020). An announcement about this will appear in the summer issue of the TSHS newsletter and will also appear via the ASA Community.

PROGRAM CHAIR-ELECT-ELECT

It is important to appoint a section member to this position soon. The individual appointed to this position will be Program Chair-Elect in 2018 and Program Chair in 2019. He/she will be responsible for organizing the section roundtable discussions for JSM 2018 and for putting together the TSHS sessions for JSM 2019. Individuals suggested for this position were Jacqui Milton and Brian Healy. Amy will begin the search process by contacting Jacqui.

TSHS AWARD WINNERS

Felicity (Awards Committee Chair) made the following announcements. John Gatta of Northwestern University is the winner of the TSHS Outstanding Teaching Award. Carol Bigelow of the University of Massachusetts, Amherst, is the winner of the TSHS Distinguished Achievement Award. Both award winners will be recognized during JSM 2017.

PROPOSED TSHS AWARD NOMINATION MATERIALS AND REVIEW CRITERIA

Felicity described changes that she is proposing to the nomination materials for the three major section awards (Young Investigator Award, Outstanding Teaching Award, and Distinguished Achievement Award). These changes will simplify the nomination process for these awards. The current process, which is thought to be cumbersome, may be leading to small numbers of nominees for these awards. The award announcements for the 2018 awards, which will be distributed this fall, will contain the updated requirements. It was mentioned that these awards could be promoted at JSM 2017 and also to members of the Statistical Education section, where doing so might lead some members of this section to also become members of TSHS.
RECOGNITION OF TSHS AWARDS WINNERS AT JSM 2017

Felicity (Awards Committee Chair) will recognize the award winners at the TSHS Business Meeting and Mixer. Laila will recognize these winners in the summer issue of the TSHS Newsletter. Bob will follow up with Rick Peterson at ASA regarding the section award request form – completion of this form will allow ASA to prepare the award certificate and the check, and to make sure that both items arrive at JSM 2017.

Regarding TSHS awards in future years, call attendees agreed that the deadline for these awards will continue to be May 15. Felicity will set up Gmail accounts that can be passed on to the next awards committee chair (which will be Jose-Miguel in 2018).

PUBLICIZING OUR SECTION TO NEW FACULTY

Ideas: (1) email all biostat dept chairs once a year (~March) to pass along to new faculty they have just hired with information about our section, our sessions at JSM, and the Portal; (2) put an item in AmStat news and/or post an item in the StatEd community forum annually to alert new biostat faculty of our section; (3) add non-dataset-related resources to the TSHS Portal focused on helping new biostat faculty get up to speed; (4) any other ideas??

Thoughts discussed on the call included the following. Felicity mentioned that Lori Lyn Price may have an email list for biostat dept chairs. Rick Peterson at ASA may have a list of the names of the biostat dept chairs. It was also noted that there may be a meeting of biostat dept chairs that takes place at JSM 2017. Another idea that was mentioned is that we may want to establish a TSHS membership committee that would reach out to new and prospective members. We could also promote the “promoting promotions” ideas discussed on previous calls as a benefit of section membership to prospective members.

Ann will follow up on these items for now. Amy will craft an email that highlights the benefits of TSHS membership to faculty.

TSHS INFORMATION TABLE AT JSM 2017

The TSHS information table at JSM will be adjacent to the Stat Ed table, coordinated by Carol Blumberg (cblumberg@gmail.com). We need materials (by July 10) about:
   a. Poster for front of booth?
   b. Portal Handouts
   c. TSHS what’s happening in the section handouts
   d. Info sheets for people interested in hearing more about the section to give their contact info and what they’re interested in
   e. Copies of recent newsletters
   f. TSHS officer list with photos
   g. List of JSM talks by TSHS, with location, room, title, speakers (including the mixer)
   h. How to train graduate teaching assistants in terms of classroom teaching, etc.
   i. Materials in general about graduate education
   j. Materials about teaching of statistics in health sciences (including at the undergraduate level)

Thoughts discussed on the call include the following.
   • For a, Jeff will contact Rick Peterson at ASA to see if it is okay to have a poster and if so, to find out the dimensions of the poster. Felicity will start developing the poster.
For b and d, Ann will put together the portal handouts and will bring sign-up sheets for JSM attendees to request more information.

For f and g, these items will appear in the summer issue of the TSHS newsletter.

For h, i, and j, call attendees will try to do what they can, knowing that it may not be possible to put all of this material together given the short time frame.

Felicity will create a flyer (two-sided) containing updated requirements for nominations for the Outstanding Teaching Award and the Young Investigator Award.

Jose-Miguel will print copies of several issues of the TSHS newsletter, assemble all items received for JSM, and send them off to the individual to Carol Blumberg. He will need all material for the information table by July 10.

**TSHS MEMBER SURVEY RESULTS**

These results will be discussed during our July 17 call. Ann will send out the code with the TSHS Portal address.

**PREPARATION FOR JSM 2017**

Jeff noted that the online program for JSM 2017 is available on the ASA website. He also said that the JSM 2017 app should soon be available for download. He mentioned that the app may be very helpful for us to have available on our mobile devices.

**NEXT MEETING**

The next conference call will take place on July 17, 2017 at 1:00 PM (Eastern).

**ADJOURNMENT**

Jeff adjourned the meeting at 2:00 PM (Eastern).