American Statistical Association
Section on Teaching of Statistics in the Health Sciences
Minutes of the August 2017 Executive Committee Meeting
Baltimore, MD
July 31, 2017

Attendees: Jose-Miguel Yamal (Chair), Felicity Enders (Past Chair), Jeff Szychowski (Chair-Elect), Amy Nowacki (Chair-Elect-Elect), Wenyaw Chen (Program Chair), Kendra Schmid (Program Chair-Elect), Jacqui Milton (Program Chair-Elect-Elect), Bob Oster (Secretary/Treasurer), Ann Brearley (Publications Officer), Ed Gracely (Webmaster), Laila Poisson (Newsletter Editor), Carol Bigelow (Council of Sections Representative)

Jose-Miguel called the meeting to order at 7:00 AM (Eastern).

PLANS FOR THE BUSINESS MEETING AND MIXER

Plans for the evening’s business meeting and mixer were discussed. The discussion items included the following:

- We will have textbooks for door prizes. Jose-Miguel and Jeff will request these from the various publishers in the EXPO area.
- We will have a sign-in sheet and will encourage all attendees to sign in.
- Jose-Miguel will pick up the awards from the JSM registration desk.
- Session attendees will evaluate the sessions using the JSM 2017 app.
- Felicity will remind attendees of the winners of the 2016 Outstanding Teaching Award and the 2016 Best Contributed Paper Award. She will then present the 2017 Outstanding Teaching Award to John Gatta and the 2017 Distinguished Achievement Award to Carol Bigelow. Carol will present the 2017 Portal Innovation Challenge Award to Amy Nowacki.
- We will have copies of the past two issues of our newsletter available.

MENTORING COMMITTEE

Jacqui gave a brief report of this committee’s activities. She first noted that there were three section members who were paired up with mentors. Felicity then noted that there were several section members interested in “promoting promotions”. Jacqui then mentioned that there was a long list of section members who agreed to serve as mentors. She hopes that more of the junior section members will take advantage of this program.

PORTAL COMMITTEE

Carol gave a brief report of this committee’s activities. She mentioned that there are now 10 datasets that are posted on the portal. She then noted that there may be opportunities to promote the portal via the Council of Sections. She said that Lisa LaVange, the incoming ASA president, is interested in developing new initiatives targeting new ASA members, and that the development of educational material for this group’s use is viewed favorably.

WEBINARS
Jose-Miguel reported that he has reached out to John Fox to give a webinar; the topic would probably be on teaching individuals how to use R Commander. He will also follow up on having a webinar on the topic of using technology in the classroom. Laila will meet with Rebecca Andridge to discuss a potential webinar topic. Carol will contact Rick Peterson of ASA to inquire about ASA’s procedure for sections offering webinars to their members. She will ask how much ASA charges to host webinars. General discussion followed regarding the possible use of podcasts and Google hangouts as possible platforms for these webinars.

VISIT FROM COS VICE-CHAIR

Natalie Rotelli, COS Vice-Chair, briefly visited the meeting. She informed us that our section charter should be reviewed during this cycle. She said that our charter is in reasonably good shape. She then said that there is a charter template available for download, that we need to make sure that our charter is consistent with the one in the template, and that we should make our charter leaner by removing the responsibilities of the officers, removing mention of the publications officer and newsletter editor, and taking out the mention of specific committees. The material that we remove should then appear in another section document that would complement the charter. We will need to send our revised charter to Rick Peterson by the end of this year; section members will then vote on approving this in the spring 2018 ASA elections.

TSHS OFFICER POSITIONS AND COMMITTEE POSITIONS

Motion: Felicity moved that Bob be reappointed as Secretary/Treasurer for another term (from January 1, 2018 – December 31, 2019). Jose-Miguel seconded. The motion was approved unanimously.

Motion: Jose-Miguel moved that Ed be reappointed as Webmaster for another term (from January 1, 2018 – December 31, 2019). Felicity seconded. The motion was approved unanimously.

Jose-Miguel then reviewed the list of current officers. It was noted that in next year’s TSHS ASA elections, we will need to find two section members to run for Chair and two section members to run for COS representative.

• Members of the Mentoring Committee will include Constantine Daskalakis (Chair), Mary Kwasny, Steve Grambow, and Jacqui Milton.
• Members of the Promoting Promotions Committee will include Felicity Enders (Chair), Bob Oster, and Carol Bigelow.
• Members of the Nominating Committee will include Felicity Enders (Chair), Jeff Syzchowski, Jose-Miguel, and Amy Nowacki.
• Carol Bigelow will serve as Chair of the Charter Review Committee. She will take the lead in writing the first draft and will then reach out to specific individuals to review relevant sections. All members of the Executive Committee will serve as members of this committee.

COUNCIL OF SECTIONS REPORT

Carol provided a written report from the Council of Sections (COS) meeting. She highlighted the following items from that report:
There is an annual report that each section must prepare and send to ASA. This will be done using a new format this year. It is referred to as a “survey” but is not actually a survey. The executive committee will be asked to review the draft report prior to submission. This will be sent to the section chair (Jose-Miguel) on November 1. It will be due in to ASA on December 31, 2017.

It might be good for TSHS to prepare at least one success story that Carol could share at next year’s COS meeting.

Any changes that we want to make to section dues must be sent to Rick Peterson at ASA no later than August 10, 2017. [Note from Bob: We decided that we would not increase or decrease TSHS dues at this time.]

TREASURER’S REPORT

Bob presented the Treasurer’s report. He noted that the balance through July 28, 2017 was $12,239.22, which included income (dues, ASA interest allocation, and member contributions) of $1,906.56 and expenses of $501.05 (Outstanding Teaching Award, Innovation Challenge Award, and bank charges). This year’s mixer was partly paid for through the use of a $500 donation from R Studio. Expenses already approved by the executive committee but not yet paid include $100 for the best contributed paper award and the still to be determined final cost of the section mixer. Bob noted that the $500 contribution from R Studio had not yet been added to the section treasury. Bob next said that his best estimate for the projected balance as of December 31 would be approximately $8,000. He concluded by saying that he would be putting together a 2018 budget for the section, and that this would be due into ASA by October 31. He will ask the Chair-Elect, Chair, and Past Chair to review this budget before he submits it to ASA.

REPORT ON EDUCATION COUNCIL MEETING

Amy represented TSHS during the Education Council meeting. She highlighted the following items:

- ASA presidential initiatives relevant to statistical education were discussed. Some of these will involve training. Specifically, training will be offered on how a statistician should talk to the media, visualizing statistics, and diversity in leadership.
- Curriculum development was also discussed. Important focus areas for this will include training to be a leader and training for ASA members who are asked to serve as expert witnesses (for court cases).
- There are various working groups of the Education Council that are addressing several goals and initiatives.
- There is also a Council of Undergraduate Education that has several ongoing initiatives.
- Amy noted that there is an emphasis on teaching and training current and future nurses, and that this is something that TSHS should be involved in. There should also be research done on the best ways to teach nurses and nursing students.

ADJOURNMENT

Jose-Miguel adjourned the meeting at 8:20 AM (Eastern).