**American Statistical Association**

**Section on Teaching of Statistics in the Health Sciences**

**Minutes of the May 2019 Executive Committee Meeting**

**May 23, 2019**

Attendees: Amy Nowacki (Chair), Jeff Szychowski (Past Chair), Jacqui Milton (Program Chair), Maria Ciarleglio (Program Chair-Elect), Bob Oster (Secretary/Treasurer), Ann Brearley (Publications Officer), Ed Gracely (Webmaster), John Doucette (Communications Officer)

Unable to attend: Laila Poisson (Chair-Elect), Jose-Miguel Yamal (Council of Sections Representative), Carol Bigelow (Portal Representative)

**CALL TO ORDER**

* Amy called the meeting to order at 12:00 PM (Eastern).

**REVIEW/APPROVAL OF MARCH 2019 MINUTES**

* *Motion: To approve the minutes of the April 25 meeting. The motion was made and seconded. The motion was approved.*

**JSM 2019**

* Program Update
	+ Sessions – Jacqui mentioned that the information on our sessions remains the same as what she previously reported to us.
	+ Roundtables – Maria noted that the ASA has not yet contacted her about the enrollment for TSHS roundtables.
* Maria reported that she is assembling TSHS flyers and a TSHS poster for the Education Booth. The flyers will cover an overview of TSHS, the TSHS Resources Portal, the TSHS Blog, TSHS-sponsored webinars, TSHS awards, the TSHS Mentoring Program, and the TSHS JSM program. The poster will feature an overview of TSHS, the TSHS Resources Portal, the TSHS Blog, TSHS awards, and the TSHS JSM Program. Maria will send drafts of these to executive committee members to review.
* Amy noted that our executive committee meeting will take place on Monday, July 29 at 7:00 am, and that our Business Meeting and Mixer will take place on Monday, July 29, at 6:00 pm.
* Amy has not yet received catering options (menus and prices) for the TSHS mixer.

**TREASURY REPORT**

* Bob noted that our current balance is $13,796.07. Stata has agreed to contribute $5,000 toward the cost of our mixer and has already sent these funds to ASA. R Studio has agreed to contribute $500 toward the cost of our mixer; ASA has sent an invoice to R Studio for this amount.

**PUBLICITY UPDATE**

* Ann mentioned that we will send out a final reminder about this month’s webinar. She also said that we will send out information about our TSHS JSM sessions.

**COMMUNICATIONS UPDATE**

* John noted that he recently posted a publications officer report on our section blog. He will also post items regarding JSM closer to the beginning of JSM.

**COUNCIL OF SECTIONS (COS) REPORT**

* There was no formal report this month. Amy noted that the proposed text analysis interest group was formally approved by ASA as an interest group.

**TSHS 2019 WEBINAR(S)**

* Amy said that Adam Sullivan will be presenting a webinar next week, on May 30 at 2:00 pm Eastern. So far, there are 48 registrants. Ann, Amy, and Laila tested (successfully) the Zoom platform that will be used for the webinar.
* Other presenters and topics are being considered by Amy and Laila for future webinars.
* Amy would like TSHS to sponsor two webinars prior to JSM, with the Adam Sullivan webinar being one of these, and two webinars after JSM, for a total of four webinars in 2019.

**AWARD NOMINATIONS**

* Amy noted that she has received two nominations for the Young Investigator Award, one for the Outstanding Teaching Award, and four for the Distinguished Achievement Award.
* The deadline for receipt of nominations for these awards was May 15.
* The TSHS Awards Committee will meet later this month to select the award winners. Award winners will be notified promptly so that they can hopefully make plans to attend JSM.

**OTHER BUSINESS**

* USCOTS Table
	+ Materials for this table were due in more than one week ago, as the conference was held from May 16 – May 18 in State College, Pennsylvania. Amy prepared materials on TSHS for this table.
* Preparing for Careers in Teaching Statistics and Data Science Workshop
	+ This workshop will be held in Fort Collins, Colorado, on July 27, immediately prior to JSM 2019 in Denver. This is designed primarily for graduate students finishing their degree programs between Spring 2019 and Fall 2021. Information on this has already been sent out to the Section on Statistics and Data Science Education by Mine Cetinkaya-Rundel.

**NEXT MEETING**

* The next TSHS executive committee meeting will take place on June 20, 2019 at 1:00 PM (Eastern).

**ADJOURNMENT**

* Amy adjourned the meeting at 12:40 PM (Eastern).