



American Statistical Association (ASA) Section on Teaching of Statistics in Health Sciences (TSHS)

Minutes of ASA/TSHS Executive Committee Meeting Miami Beach, FL, 8/1/2011 (7:30-9:00 am)

Present: Motomi Mori (Chair), Carol Bigelow (Chair-Elect), Steven Grambow (Chair-Elect-Elect), Jodi Lapidus (Past Chair), Cyndy Long (Council of Sections Representative), Constantine Daskalakis (Secretary/Treasurer), Jeri Forster Harwood (Program Chair Elect), Bob Oster (Publications Officer), Ed Gracely (Newsletter Editor)

1. Introductions, new officers, and elections

The meeting was chaired by Tomi Mori who introduced new Section officers (Steve Grambow and Jeri Forster Harwood). Bob was reappointed as Publications Officer and Ed continues as Newsletter Editor. The appointed Secretary/Treasurer for 2012-2013 (Rafia Bhore) resigned and needs to be replaced. A Program Chair for 2013 also needs to be appointed. Finally, candidates for next year's elections (for Chair 2014 and COS representative 2012-2014) need to be identified.

- Tomi and Carol are responsible for appointing someone as Secretary/Treasurer for 2012-2013. Constantine suggested Deborah Dawson and agreed to talk to her about duties and responsibilities for this position.
- Carol and Jeri need to identify someone to serve as Program Chair for 2013.
- Carol (along with Tomi and Jodi) need to identify candidates for the elective offices.

2. Officers' handbook and orientation

Constantine discussed the updated draft of the TSHS officers' duties document. Cyndy mentioned that there is a parallel process to revise/update the ASA officers' handbook.

- Cyndy will circulate the draft of the ASA officers' handbook.
- Constantine will update the TSHS officers' duties document to correct some errors and make it consistent with the updated ASA officers' handbook.
- All section officers should be proactive in orienting their successors using these documents as guides.

3. Membership report and financial planning

Constantine gave a brief report on Section membership and finances. Because expenses are currently higher than revenue (\$5,000 versus \$3,000 annually), the Section is running a budget deficit. Since there is an accumulated surplus, this can be sustained for a few years, but ultimately needs to be addressed. The Executive Committee unanimously voted to:

- (i) Decrease the monetary value of the bi-annual Distinguished Achievement Award to \$500 (currently \$1,000).

(ii) Decrease the monetary value of the Best Paper Award at JSM to \$100 (currently \$250) and limit such awards to one per year.

Other possibilities were discussed, including raising dues, offering continuing education courses to raise additional revenue, eliminating the catering for the Executive Committee Meeting, and moving the website to ASA to avoid maintenance fees. No decision was made and the issue needs to be revisited next year.

- Constantine will ask Rick Peterson about the possibility of ASA hosting the Section website and potential costs involved.

4. JSM programming

Nichole Carlson was absent but Jeri and Jodi briefly discussed the Section's JSM activities. They assumed responsibility of printing and distributing audience ballots at the TSHS-sponsored sessions.

5. Awards

The Distinguished Achievement Award (biannual, \$1,000) was given to Ed Gracely. The Outstanding Teaching Award (annual, \$500) was given to Lisa Sullivan. The Young Investigator Award (annual, \$500) was given to Kendra Schmid. Constantine has already coordinated with Rick Peterson regarding the checks that accompany these awards.

- Constantine will ask Rick Peterson why these awards did not appear in the ASA's award booklet and verify submission deadlines for the future. Deadlines for solicitation of nominations and selection of recipients will be moved up as needed.

TSHS will also award a Best Paper award after the conclusion of the meeting.

Carol and Bob offered to pick up books as prizes for the evening Business Meeting and Mixer.

6. Council of Sections (COS)

Cyndy reported on the COS meeting and mentioned the President's Initiatives. Of particular interest to the Section is the initiative on curriculum guidelines for MS programs (work group chaired by John Bailar). Another initiative focuses on career success, specifically technical and non-technical (e.g., communication) skills needed by statisticians.

- Cyndy will investigate the status of the initiative on the curriculum for MS programs and will propose Carol as a representative from TSHS.

Cyndy also mentioned that ASA is revamping the process of Section Charter review. This will now be initiated centrally every three years, then passed on to the Section's Executive Committee for review, and finally submitted to membership election. Thus, the Section's Charter Committee seems to become moot (function replaced by the ASA office and the Section's Executive Committee).

Submitted by Constantine Daskalakis, 8/31/2011

