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

Executive Committee Meeting Minutes
Seattle Washington 8/10/2015 (7:00 – 8:00 am)
Location: Sheraton Seattle, Leschi Room

Meeting notes are included in italics. Please note that discussion that occurred online or post-meeting are included in blue.

1) Introduction (with Appointments/Reappointments)
   - Congratulations to Jodi Lapidus, our newest ASA Fellow.
     - In attendance: Heather Bush (Chair), Felicity Enders (Chair-Elect), Jeff Szychowski (Program Chair), Amy Nowacki (Program Chair-Elect), Jodi Lapidus (COS), Bob Oster (Publications Officer), Ed Gracely (Newsletter Editor), and Deborah Dawson (Secretary/Treasurer). Also attending Jose-Miguel Yamal (2016 Chair-Elect), Carol Bigelow (Portal)
   - Succession Planning/Leadership Team Discussions
     - Ed Gracely will step down as Newsletter Editor 12/31/16
     - Deborah Dawson will step down as Secretary/Treasurer 12/31/15
       See note below. Bob Oster agreed to take on Secretary/Treasurer role and end his term as Publications Officer early. Ann Brearly will be stepping in.
     - Bob Oster will step down as Publications Officer 12/31/15
       Ann Brearly was approached to become new Publications Officer and to also oversee/request book reviews. She agreed at the mixer. Welcome, Ann!
     - Constantine Daskalakis will step down as Webmaster 12/31/16
       Ed Gracely volunteered to take over as Webmaster when his (and Constantine’s) term ended.
   - Committees for 2016
     - Awards: Bush (Chair), Daskalakis, Enders
     - Nominations: Daskalakis (Chair), Bush, Bigelow
       Program-Chair Elect (2016) - Dr. Wen Chan. He is a Professor of Biostatistics at University of Texas School of Public Health
       Chair-Elect (2017) Nominations: Jeff Szychowski, Others: Lisa Sullivan?
       Potential names: Keith Williams, Kendra Schmidt, Layla Poisson
   - Fellows Nominations:

2) Discussion of 2015 activities to date
   a. TSHS Portal (Carol)
     - 8-10 developers, portal is currently live, 2 inaugural postings. Search “Causeweb tshs” to find.
     Repository of peer-reviewed, dataset-centered materials
     This year: innovation challenge to get the word out and add content. Announce for Oct 1, with Feb deadline for submissions (awards are $500 for first, $200 for second, and $100 for third). Awards will be announced in March and then given in person at the TSHS business mixer for JSM 2016. Cash prizes will be given. Carol would like some contribution from the section but does intend to raise funds externally for this purpose.
   b. TSHS Publications (Bob/Ed)
Articles in Amstat news are helpful and getting hits. Bob will update the group on this. This might be an opportunity to advertise the portal and innovation challenge. Book Review Editor position remains open.

c. TSHS Awards – No nominations (See 5c below)
An issue is that junior faculty are focusing award submissions (papers) on research awards, we may need to target a different meeting or honor without a paper.
d. TSHS Website Metrics (Constantine’s Report/ See 5c below)

3) Treasurer’s report including financials & membership (Deborah)
We have a current balance of $6,904 prior to JSM expenses. Our predicted balance is $6,670 which includes an expected balance of $5,442 and $1,227 coming from dues. Revenues are approximately $1K, which are down $300.
Last year, we had 691 members (118 were the free memberships). This year, we have 635 members (94 are the free memberships); 85 new members. Expired memberships (128, 71 of these have let both ASA and TSHS section expire). This is an overall trend for ASA. 50% of ASA members belong to no section. These tend to be early in career or much later in career.
It was suggested that we send a thank you note to them; also thank you notes should be sent to those who made submissions to the TSHS sessions.

4) COS Report (Jodi)
Proposal for lifetime data analysis section (time to event). That would be a good group TSHS to connect with. Note that old sections don’t go away.
New invited sessions for JSM 2016.

5) Section business items for discussion
a. JSM 2015 activities (Jeff/Amy)
Review TSHS offerings
b. Budget reserves discussion (All)
Current strategies to reduce expenditures (Is there anything left to cut?)
Suggestions for increasing revenue (See c)
c. Membership Drive (All)
“Marketing” section and awards at JSM Sessions/Events (Others?)
Can we use website metrics to help identify potential “outreach”?
ACTStat Cross-Interest (Any others to consider?)
“Benefits to membership” - TSHS Mentoring (Deborah to attend roundtable)
What about an ongoing seminar series or journal club or round-table or JSM-followup via teleconference on topics our members might like? We could start it small (once a quarter?) but use it to incentivize membership rather than drop-in. I think technology need not be a barrier, especially if we limit to the first X responders. (“space is filling up so be sure to reserve your spot soon!”). If needed, I have a teleconference account which permits screen sharing. I would love to see other ideas as well.

Portal discussion had included the idea of free membership to TSHS of anyone who submitted to portal. Perhaps first X number could get free membership. Some percentage of these would likely go on to become paying members.
Can we reach out to new members in some way to help them become integrated into the section? It might be good to do this via email before JSM.

Jodi previously scoured Stat Ed program to look for people with Health Sciences topics and reached out to them. Should do this again. Email to invite our TSHS members invitation to business mixer – why come, networking, what will be covered, giveaways. So many mixers that it’s hard to choose. Amy will post on why mixer/section are good for JSM 2016 – this is why TSHS is great for me. This can also be an article for AmStat News. Perhaps several of us should contribute as we have similar stories.

There are already many webinars through Causeweb, though not targeted to TSHS.

There is a need for professional development.
  a. what happens when you have grant funding and need to balance teaching.
  b. How do you handle promotion as a TSHS junior faculty member?
  c. Career staging for teaching and collaboration in the health sciences
  d. Need list of full faculty members who are involved in section who can evaluate people for promotion – leverage ACTStat
  e. Need people who can provide feedback on CVs
  f. Need to reach out to people who teach who are not in TSHS. Jeri offered to help.

6) Closing comments

Meeting Title: SHS Section Business Meeting and Mixer - Other Cmte/Business
Date: Monday, 8/10/2015
Start Time: 5:30 PM
End Time: 7:00:00 PM
Room Name: Seattle Sheraton-Columbia
Room Set-Up Style: Reception

**ACTION ITEMS:**

1. Sending of thank you emails to new members (Bush) and those who submitted to sessions (review StatEd for Health Sciences topics).
2. Create a career development committee (suggested members include Daskalakis, Grambow, Lapidus).
3. Need to fill Newsletter Editor position
4. **Need to finalize Committee memberships**
5. Create working group for expanding outreach
   a. Engage ACTStat members
6. **Schedule a conference call to finalize items.** This is available through ASA. Teleconference can be scheduled with help from Rebecca Nichols.
a. Continued funding of the portal from Section
b. Use of Amstat News articles to promote Section and Section activities. May also include post from Amy on why mixers are good
c. Promotion/Purpose of awards (need to make sure nominations are submitted)

7. Education Council Report to be completed by 10/31