American Statistical Association  
Section on Teaching of Statistics in the Health Sciences  
Minutes of the June 18 2018  
Executive Committee Conference Call

Attendees: Jeff Syzchowski (Chair), Amy Nowacki (Chair-Elect), Bob Oster (Secretary/Treasurer), Jacqui Milton (Program Chair-Elect), Jose-Miguel Yamal (Past Chair), Laila Poisson (Newsletter Editor), Ed Gracely (Webmaster), Ann Brearley (Publications Officer), Maria Ciarleglio (invited to participate)

Unable to attend: Kendra Schmid (Program Chair), Carol Bigelow (Council of Sections Representative), Katy Wright (Book Review Editor)

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

REVIEW/APPROVAL OF MINUTES

Motion: To approve the minutes of the April 16 meeting. The motion was made and seconded. The motion was approved.

TSHS GMAIL ACCOUNT

Jose-Miguel and Jeff both receive automatic forwarding of emails sent to this account.

There are actually two TSHS email addresses – tshs.section@gmail.com and tshs.asa@gmail.com. Jeff will follow-up with Rick Peterson (at ASA) on these to see if one of them was created at ASA for TSHS use.

WEBINAR OPTIONS FOR THE FALL

Laila contacted Rebecca Andridge about presenting a webinar for this fall. Rebecca responded that she would not have time to present one alone this fall, but suggested a panel presentation on the topic. We had been talking to Rebecca about presenting a webinar on online teaching.

It was suggested that we ask each of our presenters at JSM to consider giving a webinar on the same topic that they presented there.

TREASURY UPDATE

Bob provided an update on our treasury.

- The current balance in our treasury is $9,103.56.
- Contributions from Stata ($5,000) and R Studio ($500) have been received by ASA and have been placed into a deferred account. Bob will follow up with Rick Peterson to make sure that these funds get transferred into our account. These funds will be used to pay for our JSM mixer and for our section awards.

JSM 2018

a. Education Booth: TSHS and Stat Ed
Flyers and Scheduling
• All of us on the Executive Committee were asked to consider signing up to staff this booth. Ideally, there would be one individual from TSHS and one from Stat Ed present at the table at all times.
• Those of us who will be at JSM on Sunday should consider signing up to staff the booth on Sunday.
• Amy sent ASA all TSHS materials, including flyers and information sheets, for the booth.

b. JSM TSHS Sponsored Program
• The program has already been finalized. It includes sessions, roundtable lunches, and roundtable breakfasts.
• Session evaluations were discussed. In particular, the use of paper forms was discussed as this might improve the response rate (versus the poor response rate for the evaluations done using the JSM app at JSM 2017).
• There are currently just three individuals signed up for two of our roundtables and two individuals signed up for the third roundtable. It was suggested that a minimum of five individuals be signed up for a roundtable by July 5 in order for TSHS to retain the roundtable. July 6 is the final day for a roundtable to be canceled.

c. JSM TSHS Business
• Business Meeting (EC Meeting): Monday 7/30 7:00-8:30 AM. CC-West 107
  o Jeff will pick up coffee and pastries for this meeting. He will plan for 12 attendees.
  o Please email Jeff any specific agenda items.
• Mixer: Monday 7/30 6:00-8:00 PM. CC-East 7
  o Catering options for this were reviewed. The cost of the mixer will be between $2,000 and $2,500.
  o We will not have serving stations since the minimum number of attendees required for these is 100.
  o We will plan for an attendance of 40-50.
  o The cost for the bar tab will be in addition to the cost stated above for the mixer. In order to keep our costs down, we will limit attendees to two drink tickets.
  o Jeff will finalize our menu selections and will submit our food order.

NEWSLETTER/BLOG UPDATES

Be sure to get your articles to Laila!

OTHER BUSINESS

Jeff, Jose-Miguel, and Amy (our 2018 Awards Committee) will follow up on any award submissions that we receive for our section awards (this year, these are the Outstanding Teaching Award and the Young Investigator Award).

NEXT MEETING

Jeff reminded call attendees that the next conference call will take place on July 16, 2018 at 1:00 PM (Eastern).
ADJOURNMENT

Jeff adjourned the meeting at 2:05 PM (Eastern).