**American Statistical Association**

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

**Minutes of the December 2018 Executive Committee Meeting**

**December 17, 2018**

Attendees: Jeff Szychowski (Chair), Amy Nowacki (Chair-Elect), Laila Poisson (Chair-Elect-Elect and Newsletter/Blog Editor), Kendra Schmid (Program Chair), Maria Ciarleglio (Program Chair-Elect-Elect), Bob Oster (Secretary/Treasurer), Ann Brearley (Publications Officer), Ed Gracely (Webmaster)

Unable to attend: Jacqui Milton (Program Chair-Elect), Carol Bigelow (Council of Sections Representative), Katy Wright (Book Review Editor), Jose-Miguel Yamal (Past Chair and Council of Sections Representative-Elect)

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

**REVIEW/APPROVAL OF MINUTES FROM PRIOR CALL**

*Motion: To approve the minutes of the October 15 meeting. The motion was made and seconded. The motion was approved.*

Jeff then followed up on a few things that he planned to do as his term as Chair concludes. These include following up with Katy to see if she wants to continue as book review editor, assembling the list of attendees at our JSM 2018 mixer and sending it to the executive committee (EC), drafting an email to Stata regarding a potential contribution towards the cost of our JSM 2019 mixer, and following up with John Doucette regarding the newsletter editor/blog editor position for 2019-2020.

**TREASURY UPDATE**

Bob mentioned that our current treasury balance is $12,385.42. He noted that the sponsorships (contributions from Stata and R Studio, totaling $5,500) have now been credited to our account, and that all expenses (e.g. JSM 2018 mixer and section awards for 2017 and 2018) have now been paid. He then noted that our section is on sound financial footing.

**AWARD NOMINATIONS**

Amy mentioned that she is in the process of nominating one section member for ASA Fellow. She also noted that she has received one nomination (thus far) for the Young Investigator Award.

Discussion then followed regarding when our 2019 section awards should be announced and when the deadline for receipt of the award nominations should be. It was decided that the awards will be announced next month. The deadline for receipt of award nominations will be determined via email by the executive committee.

Regarding our best contributed presentation award for 2018, Kendra will use information in the spreadsheet of TSHS session evaluations (at JSM 2018) to prepare a report for next month’s call. A discussion of her report will be an item on the January call agenda.

Bob noted that the deadline is April 22 for the names of our section award winners to be submitted to ASA in order for them to be included in the JSM 2019 awards booklet.

**JSM 2019 PROGRAM UPDATE**

There was no formal update on our JSM 2019 program. However, Jeff will follow up with Jacqui about the emails that she sent regarding a TSHS topic contributed session.

**NEWSLETTER/BLOG UPDATES**

Laila is writing a newsletter editor’s wrap-up. This will be her final article as newsletter editor since John Doucette will become our new newsletter editor beginning January 1. She also noted that she recently posted several articles on the TSHS blog. She will follow up with an individual who spoke at a JSM session and who was the only one who followed through with a post.

**OTHER BUSINESS**

The list of TSHS officers (appointed and elected) for 2019 was discussed. Following is the complete list.

* Chair – Amy Nowacki
* Chair-Elect – Laila Poisson
* Past Chair – Jeff Szychowski
* Program Chair – Jacqui Milton
* Program Chair-Elect – Maria Ciarleglio
* Secretary/Treasurer – Bob Oster
* Publications Officer – Ann Brearley
* Council of Sections Representative – Jose-Miguel Yamal
* Newsletter/Blog Editor – John Doucette
* Webmaster – Ed Gracely
* Book Review Editor – Katy Wright

**NEXT MEETING**

Amy will send a Doodle poll to EC members, asking them about their availability for future EC meetings.

**ADJOURNMENT**

Jeff adjourned the meeting at 1:50 PM (Eastern).