**American Statistical Association**

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

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

**Denver, Colorado**

**July 29, 2019**

Attendees: Amy Nowacki (Chair), Laila Poisson (Chair-Elect), Jeff Szychowski (Past Chair), Ann Brearley (Chair-Elect-Elect and Publicity Officer), Jacqui Milton (Program Chair), Maria Ciarleglio (Program Chair-Elect), Jaya Satagopan (Program Chair-Elect-Elect), Bob Oster (Secretary/Treasurer), Ed Gracely (Webmaster), Carol Bigelow (Portal Representative), Jose-Miguel Yamal (Council of Sections Representative), John Doucette (Communications Officer), Steve Grambow (Mentoring Committee Member)

**CALL TO ORDER**

* Amy called the meeting to order at 7:00 AM (Mountain).

**REVIEW/APPROVAL OF JUNE 2019 MINUTES**

* *Motion: To approve the minutes of the June 20 meeting. The motion was made and seconded. The motion was approved.*

**TSHS ELECTION RESULTS AND OFFICERS**

* All attendees reviewed the TSHS officer list.
* Amy noted that the new Chair-Elect-Elect is Ann Brearley and that the new Program Chair-Elect-Elect is Jaya Satagopan.
* The Publications (or Publicity) Officer is currently vacant. Ann will draft a description of the roles and the responsibilities of this position. Amy will mention at the TSHS mixer that we are looking for a volunteer to fill this position.
* The purposes and members of the TSHS Mentoring Committee and the TSHS Promotions Committee were reviewed. It was noted that both committees can help TSHS members in various ways regarding mentoring and promotions. A suggestion was made that each committee should provide a periodic report to the TSHS executive committee. Amy will follow up with committee members to determine whether they are interested in remaining on these committees.
* Laila will follow up with an individual who is interested in the Resource Review Editor position (formerly the Book Review Editor position).

**TSHS AWARDS FOR 2019**

* The winner of the Young Investigator Award is Aimee Schwab-McCoy of Creighton University.
* The winner of the Outstanding Teaching Award is Mike Jiroutek of Campbell University.
* The winner of the Distinguished Achievement Award is Constantine Daskalakis of Thomas Jefferson University.
* Peter Imrey of the Cleveland Clinic, a long-time TSHS member, will be recognized as a new ASA Fellow.

**TREASURER’S REPORT**

* Bob noted that the treasury balance at the beginning of this year was $12,985.62, and that the current balance is $14,245.26.
* Stata has made a contribution of $5,000 toward the cost of the section mixer. R Studio has made a contribution of $500 toward the cost of the section mixer.
* Bob noted that the amount of the Young Investigator Award is $500, the amount of the Outstanding Teaching Award is $250, the amount of the Distinguished Achievement Award is $250, and the amount of the Best Contributed Presentation Award is $100. It was noted that the winner of the Distinguished Achievement Award declined to receive the cash award (he will still receive the certificate from ASA).

**JSM EDUCATION BOOTH**

* The executive committee thanked Maria for printing the new TSHS poster.
* Ann will collect the poster and other TSHS materials on Wednesday afternoon.

**PLANS FOR THE BUSINESS MEETING AND MIXER**

* Attendance – Ann will bring a sign-in sheet and will be responsible for picking it up after the mixer.
* Recognize TSHS Award Winners (certificates) – Amy will take care of this.
* Door prizes – Jeff emailed vendors well in advance of JSM. The door prizes include books, vouchers for textbooks from Taylor & Francis, SAS, and Wiley, and a software license from Stata. Jeff noted that we should take pictures of door prize winners. He also noted that TSHS officers are not eligible to receive door prizes.
* TSHS Leadership open positions – TSHS currently needs additional reviewers for the TSHS Portal, a Publicity Officer, and a Resource Review Editor.

**COUNCIL OF SECTIONS (COS) REPORT**

* Jose-Miguel presented this report.
* Names of candidates for the 2020 ASA election must be submitted by November 15.
* Can TSHS respond to the 2020 ASA President’s initiative regarding impact, disinformation, and diversity?
* A survey will be sent to all ASA sections asking about their activities throughout the year.
* Flyer to advertise teaching methods in statistics education – CE course at a conference – Amy will add this item to our next conference call.
* There will be a workshop on section impact – diversity and activities with other section.
* The text analysis interest group is now official in the ASA.
* ASA will send sections monthly emails to section chairs with tips to welcome members and also to engage them.
* Section budgets are due in by October 31.
* Changes to the dues amount collected must be submitted soon. The TSHS executive committee decided that TSHS dues would remain at $7.
* Transitions for section treasurers (where transitions are to be made) should take place before December 31.

**TSHS FELLOW NOMINATION PROCESS**

* Amy noted that the Fellow nomination for Peter Imrey was successful.
* Amy wondered how TSHS should move forward with additional nominations for Fellow.
* One suggestion is for TSHS to put together teams to nominate section members as ASA Fellows.
* Amy will add this item for discussion on the next TSHS executive committee conference call.

**TSHS PORTAL COMMITTEE MEETING – MONDAY 7/29 FOLLOWING TSHS MIXER**

* This was noted by Amy.

**OTHER BUSINESS**

* Laila will print the evaluation forms that will be used for the contributed paper session, which will be held on Thursday morning. Bob will take these to that session and will ask attendees to complete these.
* Carol will be in charge of updating the section handbook. She will email the current status of the handbook to the executive committee.

**NEXT MEETING**

* The next TSHS executive committee meeting will take place on August 22, 2019 at 12:00 PM (Eastern).

**ADJOURNMENT**

* Amy adjourned the meeting at 8:15 AM (Mountain).