**Minutes**

**Extended Teleconference - Committee on Applied Statisticians**

Friday November 21, 2014; 1-4:00 pm EST

**Attendees:** Amarjot, Mark, Erin, Richard, John, Marlene, Emily, Shari, Eric

Minutes: Amarjot/ Erin

Amarjot welcomed attendees and provided 2015 Membership Updates. Two new members, Chuck Kincaid and Davis Gates will be joining the committee while Amarjot and Marlene will complete their six years term with the Committee. Erin will be taking on chair duties next year.

**Committee Goals Review:**

Current Committee Charge:

• Promote state of the art methods and technologies benefitting applied statisticians.

• Facilitate the recognition of applied statisticians within various fields of application.

• Coordinate with other ASA groups/units to ensure attention to the needs, priorities and career paths of applied statisticians.

• Increase awareness and promote careers in applied statistics.

Committee reviewed the charges and agreed to make no changes in the charge at this point. There was discussion on committee making Fellow nominations in future. Idea was put out to push forward 2 fellow nominations per year. Some said that was a lot of work but then the committee said that understanding the nomination process would be helpful for all members. Erin suggested name of Jennifer Gauvin to push forward a nomination. Even if the committee doesn’t nominate someone every year, it may participate in pushing forward part of the nomination for someone if/when possible.

**Mentoring in Bag (drafted by Marlene, Mark, Shari)**

Marlene provided the update on the Mentoring in a bag. Committee made some suggestion to finalize the document as follows:

* To remove the sentence about putting this in a future JSM conference bag.
* Clarify the URL cannot work for all without logging in.
* Embolden the sentence that shows members only.
* The subtitle should no longer read “draft” and instead should read “tool”
* Embolden do-it-yourself so that it draws attention to the intent of DIY.

**Mentoring in a Box (drafted by Eric, Amarjot, and Richard):**

The first draft of “mentoring in the box” was reviewed with the committee and there were several good suggestions. The vision of this document is to provide a concise road map to other ASA units who want to start this program. All details can be provided via links (for an electronic version) and/or in the attachments. Amarjot is chairing the mentoring program for the Biopharm Section and that experience will also get feed into this document as it gets finalized. The plan is to recommend units to run the mentoring program for at least 3-4 years in order to see the benefits for the members. Some specific comments entailed:

* Adding a section in the document about go/no-go for a mentorship program
* Specifying soft skills vs. hard skills for the mentorship relationships
* Adding lingo about being creative in ways to recruit and ask others about new technology ways to potentially recruiting mentors and mentees since technology will change over time.

Mark Otto will also take active part in finalizing the document given his involvement with the WSS mentoring program that he will be chairing.

**Mentor-Mentee ongoing activities & communications (Emily, Erin):**

Communicating with Mentors and Mentees was discussed and the plan is to send another email communication with a survey. We need the survey in place first.

**Survey and future follow-up (Richard, John):**

We can use the similar survey as we used last time. Richard will follow-up on that.

**Mentoring Workshop at JSM 2015:**

Amarjot and Eric provided background related to committee’s plan of having mentoring Workshop at JSM. This is part of our mentoring proposal that we’ll have a workshop and we talked about it at previous meetings. Amarjot communicated with Steve Porzio in this regard and Steve said he would find out about details and get back. Amarjot will follow-up with his again. The committee discussed various aspects of the workshop such as:

* Who is the target audience?
* We could teach how to be a better mentor and mentee
* We could teach organizations how to run a mentoring program
* Could they identify one or two people to commit to the session?
* For lunches and other workshops, they are often attended by random people or people who are looking for growth opportunities (like students and such).
* How Long?

Amarjot and Eric suggested the proposal may follow similar outline as a proposal submitted for CSP and shared the content of that proposal with the committee. The workshop could be about 4 hours: 2 hours for presentations, 2 hours for interaction and networking. Amarjot suggested this workshop is the starting point to pilot this forum of mentoring activities and if successful then can recommend making this as a permanent feature of the JSM. The committee was encouraged follow through as this is a great opportunity to showcase the mentoring efforts and the work of our committee.

**Wrap-up:**

Amarjot summarized meeting discussion and thanked members for all their great contributions. The committee agreed to have one last meeting in December where we can invite new members and say goodbye to outgoing members.