**CAS Monthly Meeting Agenda – August 17th, 2021**

**Attendees: Emiliana, Nels, Sameera, Mark, Devi, Arvind, Matilde, Jonaki, Xiaoyu**

**Regrets: Lili, Jon**

**Minutes (August through December):**  **~~Devi~~**~~,~~ **~~Jon~~**~~,~~ **~~Xiaoyu~~**~~,~~ **~~Arvind~~**~~,~~ **~~Nels~~**~~,~~ **~~Jonaki~~**~~,~~ **~~Lili~~**, **Emiliana, Devi, Jon, Xiaoyu, Arvind**

**Agenda**

1. Review/approval of July 2021 minutes: approved
2. Post-JSM 2021 updates – **Sameera**
* 2021 JSM Invited Program - “Let the Data Tell the Story - Principles of Visual Communication for Effective Collaboration”.
	+ Master’s Notebook article – appeared in the August Amstat News
		- <https://magazine.amstat.org/blog/2021/08/01/jsmcas2021/>
	+ Members Council meeting
		- Mark gathering notes
		- Rob possibly transitioning
		- Focus on attracting members and retention
		- Identify opportunities for CAS once minutes are shared
	+ **Updates to CAS website – Jon**
		- Capture and organize assets from webinars and other initiatives
1. JSM 2022 (Washington, DC - to be held August 6 – 11th)
	* Theme: “Statistics: A Foundation for Innovation.”
	* **Invited session planning – submission deadline is September 8th**
		+ **Statistics and innovation behind response to covid – Jonaki**
			1. **Vaccine development**
			2. **Tracking**
			3. **Preventing misuse**
			4. **Industry (google, fb) efforts**
2. CAS initiative update: Developing soft skills needed to succeed in a virtual work environment (Sub-team: **Emiliana**, Jonaki, Nels, Xiaoyu, Sameera)
	* Ron’s presentation was on July 30th (Friday), 1 pm EST
		+ Post recording to website – Emiliana to send location to Jon
		+ Cross-link with previous version of topic
	* Eric and Heather will present on September 24th
		+ **Advertising: add social media (twitter and linkedin)? Emiliana and Arvind to follow up with Donna**
	* **Sub-team should redouble efforts to schedule a third webinar this year**
		+ **Sub-meetings back on the calendar**

Other topics to consider:

* + Project management: can be vague or overlay technical, more specific and can have many approaches.
	+ Inclusion: broad topic.
1. CAS initiative update: Outreach to middle, high school, and undergraduate/graduate students (Sub-team: **Arvind**, **Jon**, Lili, Devi, Sameera)
	* Panel: Kelly Zhou, Kirsten Doehler, Peter Parker, Elizabeth Allen, and Ashley Chen
	* **Date/time/duration: Arvind and Jon to confirm with Donna**
	* **Determine structure, min 30 minutes reserved for questions**
	* **Advertising**

**Sub-team** Identify the student population buckets, design questions for each bucket, and then the panel composition. We should focus on piloting on the few schools, for example the ones where the sub-team is affiliated with (University of Buffalo, NCSU, and Michigan University). We need to decide how to advertise and set up the technical aspects.

* + *What should we ask of these panelists? Do they do a presentation on what they do - this might end up taking up a lot of time. We’re thinking the overall session should last about 90 minutes.*
	+ *If we’re going to do 90 minutes, then there should be at least 30 minutes for questions. We should have meaty questions on reserve should there not be enough questions from the students.*
	+ *We can have brief bio blurbs that the moderator introduces. And also figure out how we manage questions.* ***The sub-team will be meeting soon to determine these.***
1. Website/email updates
2. Walk-ins
	* Alternative time for our monthly meetings
	* Every third week
	* 4:15-5:00 EST works for everyone on the call
	* Need to check with Lili and Jon - **Sameera**