

Minutes, Q&P Conference Call 3-4 PM EST, April 30, 1997

Roll call:

1. L. Hare *
2. J. Voelkel *
3. T. Boardman *
4. C. Morgan *regrets*
5. E. Boardman *regrets*
6. S. Devlin *regrets*
7. E. Lagergren *regrets*
8. R. Hoerl *
9. I. Sande *regrets*
10. W. Letsinger no
11. G. Vining *
12. P. Donnelly *
13. S. Schiller *
14. V. Czitrom *
15. R. Leon *regrets*

Agenda

1. Rev todo's
2. Rev of strategies
3. Other business
4. Next Conference Call

Action Items from Conference Call

Previous action items, still incomplete, with comments

63. J. Voelkel (and T. Boardman). Talk with SD to see if we can publish some of their articles in Q&P newsletter.
 - * Janice Shade, SD Newsletter editor, has just been called.
 - ** (J. Shade phone call after the conference call) -- Newsletter copyrighted, but usually not the article. J. Voelkel will work with her on this -- she will contact author for permission, and if OK send me the article in Word 6.0 format.
 - *** Joe V. and Tom B. will work together on this. (12/96)

**** LH. Last issue – nice article by Snee. Would like to publish this. Tom will ask for permission from editor of SPES/Q&P, Janet Buckingham 210-522-2407, then NYNEX from Ron Snee 212-395-3956.

***** (LH 4/97). In progress. Tom has worked with Janet B., who has Snee article. May appear in two newsletters.

71. R. Hoerl and I. Sande. Contact Marie Argana re adding Q&P brochures in mailing packet of new members of ASA

* Have contacted her. She will bring up at ASA meeting, and said will get back to Roger.

** Roger will call her (12/96).

*** Roger called her, but has not gotten a response. He will call Ray Waller directly.

**** (4/97) Roger called Ray. Ray said ASA will do this, and Innis will ensure that it gets done.

92. R. Hoerl. Will see how to make our role more proactive in 1998 MSMESB, such as choosing a speaker. And see item #73.

* Roger. We would like to have more influence, rather than just a name and a contribution. He will contact D. Lin about this, and then decide who will take that responsibility.

* Roger (4/97). Will be a meeting June 26-28 (MSMESB at PSU) to discuss our increased role. Hopes a Q&P'r can attend.

98. E. Boardman and G. Vining

Bring up at Council of Sections who will take responsibility for ASA-wide advertising of discussion This is in regard to CoS promoting the various discussion groups that are currently under way. Eileen will send this off as a discussion topic to Piegorsch suggesting that ASA homepage is good place to do this.

* hold on, thru JSM

99. J. Voelkel.

Call up Stat Division for item 43 (listed in April, 1997 minutes). We are still not linked to ASQC's Home Page. Contact Mark Kiel Webmaster for Stat Division, 708 841 8383 x 2164.

* not done

102.L. Hare

Call T. Boardman to establish a committee to review minipaper submission.

* in progress.

103.C. Morgan

Put article in AmStat News and Q&P Newsletter for creating a Q&P link of people involved in other organizations.

* not present

104.L. Hare

Write Tactical Plan for statistical thinking.

* first draft out.

105.I. Sande, T. Boardman, C. Morgan, L. Hare.

Write status summaries, send to Pat for newsletter.

* Carolyn, yes. Innis, yes (attached). Tom, not yet—will mail to Pat. Lynne, yes.

107.R. Hoerl, J. Voelkel, R. Leon.

Decide on frequency and time of OM updates.

* Roger. Propose to maintain officers' #'s and addresses on Web continuously.

Update OM once/year at end of year (December). Still need to assign accountability.

108.Executive Committee: L. Hare, V. Czitrom, J. Voelkel, S. Devlin, E. Boardman, G.

Vining, T. Crosby, E. Lagergren, P. DeFeo, S. Schiller, R. Hoerl

See Action item 106 and respond to each other and Eileen on it.

* ongoing. J. Voelkel – (re?)send this to exec committee members.

New action items

(These also include action items from above when the responsibility has shifted to another person.)

109.I. Sande. Update Q&P brochure – officers' names. Need for action item 71 and for JSM.

110. Innis. Send update of tactical draft by E-mail to Lynne and Joe

111.All. Review Lynne's Statistical thinking draft

112.C. Morgan. Need champion for interactions with other organizations. Try Stu Hunter first., then AmStat News. (see her e-mail note)

New Items

| Item | Description | Responsibility |
|------|--|-------------------|
| 1 | <i>Update on action items of 2/28/97 conf. call</i> | <i>All</i> |

Only completed action items are listed here. On-going and new items are listed above.

36. L. Hare Send a report on "moderated discussions" via E-mail when results are gotten.
** so far, little luck doing this through NIST. R. Leon suggested that he will be able to do so at some point with his server.
*** 36 OK. part of SPES plan
**** Still experimenting with it. (9/96)
***** Still experimenting with it. (12/96). Had some poor links, believes they have been fixed. Problem: need more people to put in discussion items. Also needs more publicity, Lynn will put ad in AmStat News and on our Web page.
***** On Web page, on incoming chair's message, has given a plug for discussion group. Response is underwhelming. Plans to leave it there, but One on Data Mining, and the other on Handling Non-numerical data sets (e.g. Affinity maps, graphs,...). Will put ad in Web page.
***** finished.
43. T. Boardman Check about ASQC linking to Q&P, and offer recommendations.
** done. But no response yet. 2nd request out, no response from Webmaster.
*** Have now gotten a response, and are moving on this (R. Hoerl, 6/14)
**** T. Boardman. Thought it was done, but apparently not. (link from SPES also?)
**** T. Boardman. Still not there. He'll keep on it (9/96)
***** T. Boardman will ask again, and again, and again, ... (12/96)
***** T. Boardman. They still have not done it, even though he has spoken with Webmaster several times. JOV will call Mark Kiel.
95. J. Voelkel. Send hard copy of operating manual to S. Devlin.
* Will send again, to new address.

** done

100.J. Voelkel

Fax treasurer's response (report?) to Sue Devlin 908 424 2495

* drop

101.J. Voelkel

Send email to T. Boardman about the plan that Janice Shade (Stat Division Newsletter Editor) proposed for the Q&P Section, to use Stat Division articles as a minipaper.

* done

106.E. Boardman

Send me E-mail about votes and rationale behind it, first contacting ASA for more information. There were two items from Piegorsch which Eileen feels should be send on to the executive committee These appear in Appendix A below and were sent in after the conference call.

* done.

| Item | Description | Responsibility |
|------|-------------|----------------|
|------|-------------|----------------|

| | | |
|---|---|--|
| 2 | <i>Review Status of 1997 Priority Projects</i> | |
|---|---|--|

Membership Satisfaction (Innis)

- Have been active.
- Sent material to Pat Donnelly. See Appendix A.
- Will have brochures put in new members' packets.

Communication (Tom)

- Accomplished all on this years list, but minipaper. But only 2 newsletters/year.
- Question – should Snee appear in one issue? Should other papers appear, but only on web page?

Education (Carolyn)

- Carolyn's update was e-mailed to Lynne and appears in Appendix B.

Statistical Thinking (Lynne)

- First draft out.
- Jeff Hooper reply – need goals and objectives in addition to work done to date.
- Ray Waller asked Lynne for a workshop on statistical thinking (separate ASA workshops, at local cities...). Lynne has canned material available, and is encouraging other people to put on the workshops.

| Item | Description | Responsibility |
|------|-------------|----------------|
|------|-------------|----------------|

| | | |
|---|------------------------------|--|
| 3 | <i>Other Business</i> | |
|---|------------------------------|--|

- Pat Donnelly on the newsletter. He, Janice Shade (Stat Div. Newsletter editor) wants name to meet with at JSM for next editor, from Q&P
- S. Devlin sent Lynne a budget. ASA board meeting: Steven Porzio is now Dir. of Finance. Sue. faxed Lynne the budget—some are not clear. However, this is the “first budget with teeth,” according to Susan.
- By E-mail, Carolyn Morgan (Fellows Committee Chair) says that the 1997 nominee has been submitted. No feedback yet however. We currently have the names of 2 nominees for 1998 together with nominators. Also submitting an article in the newsletter for other possible candidates.

| Item | Description | Responsibility |
|------|-------------|----------------|
|------|-------------|----------------|

| | | |
|---|----------------------------------|-----------------------|
| 4 | <i>Schedule Next Call</i> | <i>L. Hare</i> |
|---|----------------------------------|-----------------------|

- The next call will be held (longer agenda call), 2-4 EDT on Wednesday, June 11.

Appendix A. Membership Tactical Plan for Newsletter

Date: 05/05/97 Subject: Membership Tactical plan for Newsletter, from Innis to Pat Donnelly

At the 1996 JSM, an ad hoc subcommittee of the Q&P Executive, consisting of Eileen Boardman, Joe Voelkel and Innis Sande, discussed ways to serve members better, and to attract and keep membership.

The key to serving members better is to keep in touch with their wants and needs. A membership survey we conducted two years ago showed that members wanted to communicate with each other and to benefit from the experiences of other members, and they wanted information of all kinds. The survey was a valuable source of ideas about topics for Continuing Education courses and sessions at future meetings.

Our tactical plan was aimed at renewing our contacts with the membership and stimulating their communication with others through the Newsletter and the Web page. There were four points:

- Conduct a new survey of current members to refresh the information we have: The survey was to be conducted by email. We obtained membership listings with email addresses from the ASA. The membership survey was fairly successful, with about a 30% response rate (once dead letters were eliminated) out of about 190 messages. The raw data from this (purely qualitative) survey was posted on the Web page in April.
- Contact ex-members to find out why they left: This has not been successful so far. The problem is in identifying leavers. An attempt to survey this group resulted in puzzled responses from members in good standing and one "real" response. Clearly the method of identifying ex-members needs to be rethought.
- Tell members where their money goes: We felt that people left the section (or did not join in the first place) because they did not feel that their section membership fee bought them any special benefit. A short article "Where your Dues Go" is to be published in Amstat News.
- Encourage communication from members by publishing controversial articles in the Newsletter: The idea was to stimulate discussion through the Newsletter or the Web page. We planned to have the article appear by the end of 1997. (Any contributions would be more than welcome!). However, readers have responded to other articles published in the Newsletter. Comments received on the article which appeared in the December 1996 Newsletter, summarizing the discussion session on SPC & DOE at the 1996 JSM, are to appear in the June 1997 Newsletter. We hope this trend will continue.

We feel we have made a good start on keeping in touch with the membership, and we would welcome any comments on our efforts.

Appendix B. Update from Education Committee

Education Committee Purpose

To champion the use of statistics and quantitative approaches for quality and productivity by improving the content and delivery of education and training for - Q&P members - Other ASA members - University students (statistics, engineering, business, public administration) - Practitioners in the areas of statistics, business management, engineering, public administration, and marketing.

Actions

1. Improve the effectiveness of Q&P member by offering non-technical courses on topics such as financial management and communication (dealing with people, effective presentation, effective writing, etc.)

Champion: Jim Hess

- No updates from Jim Hess.

2. Continue ASA Continuing Education courses at ASA meetings

Champion: Bill Letsinger

- Currently 5 courses/workshops are planned for the 97 JSM. Q&P is sponsoring one course with SPES. Time and date information is not currently available.

3. Joint development with technical experts in other disciplines to provide courses, presentations, etc. at professional meetings of other organizations

- Champion: desperately needed - any suggestions????????????????????
- Sent an article to the Newsletter Editor (P. Donnelly) asking for information from section members on their activities and also soliciting a possible champion for this effort.

4. Build on alliance with ASA Continuing Education

Champion: Bill Letsinger

- See item 2 above

5. Identify a university to partner with to improve first statistics courses for non-statisticians

Champion: Carolyn Morgan

- I have been reviewing comments, papers, email inputs, etc. from various individuals on content and format for the first course in statistics. I have received inputs from leaders in industry as well as people in academia who formerly were in industry. There is strong agreement that the first course needs to be modified in both content and format. This is true for students in engineering as well as business or mathematics.
- Plans are to partner with one/two schools to possibly look at the revision of the first statistics course for non-statisticians and develop some guidelines on format, content, etc. I have received quite a bit of input from individuals at UT and will pursue further with them the idea of partnership activities. There will be sessions at the 97 meetings at which issues related to the first course will be discussed. (this session was not organized by this committee.)