

Minutes of the Q&P Executive Committee Meeting on June 15, 2005

11:30am PST (2:30 EST)

Attendees (in alphabetical order)

Christine Anderson-Cook, Karen Copeland, Necip Doganaksoy, Heidi Goldfarb, Jeff Hooper, Ramon Leon, Christina Mastrangelo, Angie Patterson, Sharad Prabhu, Tim Robinson, Mark Vandeven

Agenda

1. JSM

- a. Program Update—Jen Van Mullekom
- b. Q&P events—Christina
 - i. Executive Committee: Monday, 8/8/05, 5pm, H Director's Row 1
 - ii. Tactical Planning: Tuesday, 8/9/05, 7:30am, H Director's Row 4
 - iii. Q&P/SPES Mixer: Tuesday, 8/9/05, 5:50pm, MCC-L100B

2. Fall

Technical Conference

- a. Steering Committee Update—Fred Faltin
- #### 3. Membership Survey—Vivek Ajmani, Christine Anderson-Cook
- #### 4. QPRC
- a. 2005 Review—Jeff Hooper
 - b. 2006 JRC Update—Ramon Leon, Jeff Hooper
- #### 5. Natrella Scholarship Update
- #### 6. Publication Schedule Changes—Sharad Prabhu
- #### 7. Treasurer's Report—Tim Robinson
- #### 8. Other Officer Updates?
- #### 9. Wrap up.

Minutes

1. JSM

- a. Program Update—Jen Van Mullekom
There were several volunteers for backup session chairs
- b. Q&P events at JSM - Christina
 - i. Executive Committee: Monday, 8/8/05, 5pm, Hilton Director's Row 1
 - ii. Tactical Planning: Tuesday, 8/9/05, 7:30am, Hilton Director's Row 4 –
Christine is going to run this
 - iii. Q&P/SPES Mixer: Tuesday, 8/9/05, 5:50pm, MCC-L100B – Christine will be sending out e-mails asking for prize donations

2. Fall Technical Conference

Steering Committee Update - Fred Faltin - The program and speakers are set, but we need moderators. The conference will be in St. Louis on October 20-21. Christine and Tim are presenting a short course on GLM.

Tim requests no fewer than 7 hours for the short course, he will contact Tom Davin directly – short courses are generally 8-5 with lunch and breaks. The program has not been posted yet.

3. Membership Survey—Vivek Ajmani, Christine Anderson-Cook

The survey is done and is being entered in Zoomerang. The next newsletter will have an announcement about the survey. Then an e-mail with the survey link will be sent. The survey should take 8-10 minutes and it includes some open-ended questions. The newsletter is slightly delayed because of late submissions and typesetting delays. It will be out shortly, likely the week of June 20th.

4. QPRC

a. 2005 Review—Jeff Hooper

The 2005 QPRC at the University of Minnesota , Carlson School, went very well. There were \$23,000 in contributions prior to conference and a \$4000-\$5000 surplus from the conference which will go to the conference fund. The conference fund was at \$83,000. Mary Natrella scholarships commitments include \$800 in travel yearly for 10 years plus free registration for conference and short conferences. There are 8 more years of commitment and we expect to renew and possibly expand the program. All students get reduced registration fees and about 12 students are fully funded. This has led to good student participation. There were 125 attendees – it was not the standard audience since the conference was very focused on healthcare. Slides from all of the talks were captured and put on the website very quickly. Memory sticks were used to get the slides from the speakers right after they presented.

b. 2006 JRC Update—Ramon Leon, Jeff Hooper

The 2006 JRC will be held on June 7-9 at the Knoxville Hilton in Knoxville, Tennessee. Continuing Education has been contacted to run the logistics at the hotel. The website is currently being designed. Sally Keller McNulty has been scheduled as the keynote speaker and the program and sessions have been planned. \$25,000 in support has been lined up - \$5,000 from the U of Tennessee College of Business, \$5,000 from the U of Tennessee College of Engineering, \$5,000 from SAS, \$5,000 from Minitab, and \$5,000 Oakridge Lab (not yet confirmed).

c. 2007 – JRC Update

The 2007 JRC will be held at sponsored by Los Alamos Laboratories with Christine Anderson-Cook and Donna Baker as joint chairs. The conference will be on June 4-6 at the Santa Fe Hilton with The University of New Mexico as the academic sponsor.

2008 JRC – the site is not set yet. It generally takes 4-6 months to lock in a sight.

General comments:

The SRC has more of an academic focus. There were joint conferences in 1996 and 2000 as well as the one planned for 2006. Jeff offered talk with Andrew Booker about having more joint conferences. Christina will survey the Q&P exec committee to see their opinions on joint conferences. We may want to wait until after 2006 joint conference to assess this.

5. Natrella Scholarship Update

There have been low numbers of nominations for the scholarship. No other update.

6. Publication Schedule Changes—Sharad Prabhu

Sharad sent out the proposed new publication schedule for Amstat News. The current and proposed schedules are included at the end of the minutes. Additional suggestions included publishing the QPRC program in March issue, moving the QPRC call for papers to December, and adding the FTC call for papers to November.

It was also suggested that we publish calls for papers and program/short course information in Amstat News and put conference highlights/summary in our newsletter. Sharad will coordinate with SPES for conference announcements and program information and with Mark for the newsletter. Sharad will then modify the proposed schedule accordingly.

7. Treasurer's Report—Tim Robinson

We are on-track with our budget. It looks similar to previous years. The FTC seed money was sent in from our account.

Tim will look into the financial process (costs, charges, money transfers, etc.) for short-courses at the FTC. Details were not specifically stated when the original agreement / contract was made.

Tim will contact the conference chair (Lori Fowler) with a proposal of the cost/revenue model.

Tim cannot currently obtain access to the Natrella fund account. For all accounts, the current Excel files from ASA just shows expenditures, not balances. Tim will work with the ASA chief financial person, Steve Porzio, to fix this.

8. Other Officer Updates

Strategic planning – Christine sent out a list of potential focus items for the committee to vote on. It also includes items for potential removal from the list. Send your completed forms to Christine by week of June 27th.

Current Q&P Publication Schedule

Topic	Responsible Person	Contact Person Responsible by	Submission Date	Appears in Amstat News
Chair's Report	Chair	November 1	December 1	January
Q&P Proceedings	Publication Chair	December 1	January 1	February
Report of Q&P Planning Meeting	Secretary	January 1	February 1	March
QPRC Summary	Chair of QPRC	February 1	March 1	April
JSM Luncheon Round Table and Invited Papers	Program Chair	March 1	April 1	May
JSM Contributed Papers	Program Chair	April 1	May 1	June
JSM Short Courses	Continuing Education Chair	May 1	June 1	July
Fall Technical Conference	Liaison with Statistics Division	June 1/August	July 1	September
Annual Q&P Meeting Report New Fellows Newly Elected Officers	Secretary	August 1	September 1	October
Tactical Planning	Chair-Elect	October 1	November 1	December

Proposed Q&P Publication Schedule

Topic	Responsible Person	Contact Person Responsible by	Submission Date	Appears in Amstat News
Incoming Chair Message	Chair	November 1	December 1	January
Note: Issue also has Natrella Scholarship announcement in Awards section.				
QPRC Call for Papers		December 1	January 1	February
No section news.				March
QPRC Summary	QPRC Chair	February 1	March 1	April
JSM Update on Invited Papers, Round Table Luncheons	Program Chair & Chair-Elect	March 1	April 1	May
JSM Update on Contributed Papers	Program Chair	April 1	May 1	June
FTC Update, JSM Update on Short Courses	Program Chair Elect	May 1	June 1	July
Natrella Scholarship winners.	Scholarship Chair	June 1	July 1	August
No section news. [Career Issue]				September
New Fellows Newly elected officers Other announcements from JSM	Publications Chair	August 1	September 1	October
Report of Planning Meetings	Secretary	September 1	October 1	November
Outgoing Chair Message	Chair	October 1	November 1	December