

NZSA Executive Committee Meeting Minutes

1-2, 14 August

Present: Jennifer Brown (Chair), Richard Penny (secretary), Judith Archibald, Mike Doherty, Steve Haslett, John Haywood, Harold Henderson, Roger Littlejohn, Esther Meenken, Peter Smith, Ian Westbrooke

Apologies: Nathaniel Pihama, Judi McWhirter, David Harte, Alasdair Noble, James Curran, Carl Scarrott

1. Minutes of the Previous Meeting

Motion: That the minutes be accepted - Peter Smith / Mike Doherty - Passed

2. President's Report (Jennifer Brown)

Discuss of corporate membership of NZSA. Need to make clearer what benefits are available for corporate members, and then see if we can get more than 2 corporate members. To be discussed at AGM.

ISI meeting - Sharleen to represent NZSA at meeting.

Still trying to find out what is happening at MIS Committee of the Royal Society, which NZSA is member.

3. Correspondence (Richard Penny)

ISI, RSS Newsletters

NZ Meeting Newz

Voting paper for change in ISI constitution (NZSA is ex officio member). Voting by July 31, received August 3

4. Financial Report (Judi McWhirter)

STATSNZ is contributing book vouchers for the Science Fairs, so our contribution has been \$60.00 per fair. Cheques written and send to Alasdair Noble.

At Harold's suggestion, Judi has been organising to bring us up to the 21st century and to get us onto internet banking - not up and running yet, but watch this space.

For ISBAR, we have been putting the credit card transactions through our banking system (thanks to Catherine & Harold). We have already made one payment to the conference organisers (minus credit card fees). This appears as Biometrics 2009 on the schedule.

We are also handling some payments for NZSA 2009.

As part of the end of year reconciliation, Judi will show exactly what she believes to be the actual balance is in the Campbell fund. This is not what is in this fixed term deposit, since we have paid Campbell Grants out of our current account and also taken monies out to pay for Capitation etc.

Thank you to Alistair Grey for sending the WSG statements etc. However, the information is not included in this statement, but will be in the end-of-year accounts.

5. NZSA donation tax deductibility & registration for charitable status (James Curran)

no progress

Noted that NZSA is on current list of IRD organisations eligible for tax deductibility

6. Membership (Harold Henderson)

Membership at 14 August 2009 is 395, with changes since 5 June 2009 in parentheses: 10 have resigned (or died) and 12 have joined. (Some may have also moved categories.)

	NZ	overseas	
Ordinary	277 (3)	33 (-2)	
Student	41	4 (1)	
Retired	13 (1)	5	
Honorary	8		
SSA member	4 (-1)	8	

Corporate	2		
	345 (3)	50 (-1)	395 (2)

252 have renewed so far. 120 still to renew (or resign).

“Online only”

130 (34%) of the 383 NZSA only members have elected “online only” for the journal. (SSAI was running at 37% “online only” earlier last year, so overall we are well over the 20% online bar.)

Capitation fee for 2008 year, based on the December 2008 NZSA membership of 375 (389 – 14 joint members), is still under discussion.

Motion: That the following be elected as members of the NZSA by the Executive:

Ordinary members: Eleisha Jewell, Anna Lin, Andrew Ferguson, Jiale Liu, Paul Smith, Pip Arnold, John Bryant, Irene David, Reuben Kendall

Students: James Dawber, Xiangyin Chen, Jiaxu (Jimmy) Zeng

Moved: Harold Henderson/ Peter Smith
Passed

7. Guidelines for Use of NZSA Conference Profits (Jennifer Brown)

From Jennifer prior to meeting

The current guidelines for conference organisation have a section on Budget. The current relevant sentence reads..."In the event of a conference being run at a profit, the profit should be evenly shared between local NZSA branch activity (if available) and the NZSA, or returned to the NZSA." As any profit from NZSA conference technically belongs to NZSA it is important that the NZSA has a clear audit trail showing that the money has been used in agreement with the purposes of the NZSA as outlined in our constitution.

It is proposed that this be changed to.

"In the event of a conference being run at a profit, some or all the profit can used for reasonable and appropriate NZSA activities in your local region. A maximum of \$1000 from conference profit can be used by the NZSA local group (which may or may not be a formal NZSA branch). Up to \$2000 could be allocated for a special project with NZSA executive approval. Within 6 months of the conference the organizing committee should inform the NZSA executive of the planned use of the funds, and provide a brief follow-up report on the actual expenditure of the funds.

At NZSA executive discretion, if funds are not used appropriately or within reasonable time then partial or total funds need to be repaid to the NZSA central account."

Some discussion ensued on whether to have fixed amount or percentage of profit. It was noted that most conferences are planned to break even, so the profit is usually small. Useful to prevent universities taking profit as overhead as most conferences use university facilities. Commented that current wording was a change from all profits being returned to NZSA. Also raised was that NZSA underwrites conferences so is liable for all of a loss.

Changed to

"In the event of a conference being run at a profit, some or all the profit can used for reasonable and appropriate NZSA activities in your local region. Up to 50% of conference profits are available for this purpose, with additional amounts available on approval of NZSA committee. Within 6 months of the

conference the organizing committee should inform the NZSA executive of the planned use of the funds, and provide a brief follow-up report on the actual expenditure of the funds.

At NZSA executive discretion, if funds are not used appropriately or within reasonable time then partial or total funds need to be repaid to the NZSA central account."

8. 2008 conference profits (Carl Scarrott)

See item 17.2

9. 2009 Conference (John Haywood)

72 talks accepted

approx 100 registered to date

10. 2009 AGM (Jennifer Brown)

Notice needs to be sent by August 19.

Draft Agenda

1. Apologies
2. Minutes of 2008 AGM
3. Matters Arising
4. Reports
 1. President's
 2. Treasurer's
 3. Membership
 4. Education
 5. ANZJS
 6. Newsletter
 7. Awards
 8. Standards
 9. Young Statisticians
 10. SAPQC
 11. Science Fairs
5. Annual Subscription
6. Election of Officers
7. Awards
8. Other business

Most of current committee have indicated they will stand again.

Reports received by Richard by Monday 31 August will be collated and placed on NZSA website

Others to be brought to AGM

11. 2010 Conference (Alasdair Noble)

Organising committee set up.

Dates June 29- 1 July

12. ANZJS (Steve Haslett / Roger Littlejohn)

ANZJS Editorial - Steve

1. The central matter for the operation of ANZJS is formal approval from the NZSA Exec to proceed with Manuscript Central as the electronic tracking system of choice for ANZJS. Such a system is imperative – I am at present receiving a manuscript a day, and tracking under the present manual system is not sustainable.

The system runs independently of Wiley-Blackwell. Costs are Set-up cost: US\$1330. Subscription and support fee for <150 manuscripts per year: US\$1986.10 per year.

With additional manuscripts the annual cost increases, but for the first year (when the set up costs apply) this additional cost will be covered through part of the editorial expenses (AUD10,000 per year). This decision has the agreement by the ANZJS Management Committee to pay *subject to approval by SSAI and NZSA Execs.*

2. There has been some discussion of Editorial and Management Committees Responsibilities. Initial discussion have suggested these are:

- *Editorial* – Raise journal profile, contents, quality control.
- *Management* - Financial issues, terms of reference, appointment of editors

The ANZJS Management Committee is Kaye Basford, Roger, SSAI and NZSA Chairs, Murray, Neville Bartlett, Murray and Steve.

3. The changeover of Managing Editor is running reasonably smoothly, although even after four months there is still a backlog of matters to be resolved, and this cannot be rectified immediately. It has as a consequence proved difficult to use an editorial office assistant, which is why there are some editorial funds available for Manuscript Central.

4. Editors meeting.

The yearly meeting face-to-face meeting of editors is scheduled for Jan 2010 in Melbourne. This will facilitate contact with Wiley Blackwell. We have been holding phone meetings every month to six weeks. Next meeting is scheduled for 24 August. We may also need to meet to get Manuscript Central up and running.

5. Succession planning for the Editors.

(a) Applications Editor - Jeff Wood's replacement needed end-2009.

(b) Book Review Editor: Richard Penny has been appointed after confirmation by the Management Committee.

Both positions were advertised in ANZSTAT and will or have been placed in the SSAI and NZSA Newsletters.

Non-Editorial Management - Roger

- a. Finances: I have worked up a spreadsheet which I believe represents ASPAI's financial status since ASC2006. It is at variance with the ASPAI annual reports (really worth more) because

- a. It excludes SSAI office costs;
- b. It associates payments with the year for which they relate, rather than the year in which they are made.

Implications of this are that we shouldn't be paying such a high capitation and the NZSA has a share in the 'ASPAI seed fund'. It is currently with Neville Bartlett and SSAI for discussion.

- b. Copyright in the Wiley-Blackwell contract: there is currently a trans-Tasman discussion about use of papers for 'Selected Works' volumes.

- c. Joint Venture Proposal: Email from Neville Bartlett on 3 July 2009:

"At its meeting on Thursday June 25th, the Executive Committee of SSAI and of ASPAI reaffirmed that SSAI would not take any actions relating to the proposed new structure for the publication of ANZJS until the financial position of SSAI has been clarified." Doug Shaw

"This reflects the seriousness of the other issues that SSAI faces rather than there being any particular concern about ANZJS." NRB

13. Newsletter (Esther Meenken)

Nothing this meeting

14. Awards (Roger Littlejohn)

- a. The Campbell Award this year will be given to Emeritus Professor David Vere-Jones. As his health is not good, it is uncertain whether he will be able to attend the conference dinner, and also we are not keeping the award secret in the usual way.
- b. We also plan to award one Honorary Life Membership, subject to confirmation at the AGM.
- c. There are currently 3 applicants for student funding to NZSA2009. Friday (day of meeting) is the closing date for applications.
- d. A Campbell Bequest Grant of \$500 has been offered to the New Zealand Mathematics and Statistics Post-Graduate Conference 2009 as a one-off grant. Last year we also sponsored their meeting at Whitianga. The following comments were included to the conference organisers

Several issues that came up in our discussion that we would like to put before you.

1. Our feedback among statistical students is that the NZSA conference is a very positive experience and our top priority is to target our funds there. We believe that the NZSA Conference also provides "an atmosphere as a supportive, non-threatening, academic environment for post-graduate students", we fund student travel to attend it, and one of the highlights is always the student prize, previously presented by Hoare Research Software, now by offlode.

2. We don't want our young statisticians taken out of the mainstream of statistical culture directly. The Biometrics Conference is the next week (29 November - 3 December 2009) in Taupo & there are associated workshops on Nov 25-26 (Cluster Randomised Trials) & Friday 27 (R) in Auckland, which clash with your conference. See <http://nzsa.rsnz.org/Newsletter69/events.htm>. These are very appropriate to some post-grad stats students. To schedule a meeting like this in a way that clashes with other well-publicised events is not a good look.

3. We would like a report that could go on the CF and / or YS page. See http://nzsa.rsnz.org/Campbell_Bequest_Fund.shtml#NZMASPC08. Please make sure to refer to the grant as an NZSA Campbell Fund Bequest.

4. The statistical component: We would prefer these funds to be tagged to statistics student travel, and the report should show how they have been used for the benefit of statistics. We'd also like some sort of reassurance that there is a fair statistical component. Is there an NZSA member on the organising committee (first year student membership of NZSA is free)?

5. In funding the 2008 conference, Jennifer Brown stated in her email to the organisers: "At some stage it would be useful to discuss amongst yourselves what measurable benefit a separate conference for postgraduate students has, over having a postgraduate day, or session, attached to a conference run by a professional body (eg., the annual NZSA conference). It would be useful to have a summary of this discussion in your report (or attached as a separate document), if possible." She comments that "Their 2008 report makes no mention of this discussion".

15. Education (Alasdair Noble)

Meeting 26 May, then 2 special mts in quick succession (Jun 9, Jun 23) for members interested in the NCEA rewritten Standards (now all to be achievement stds). In these, we provided some directions and feedback to Pip, who is on the NZAMT team that is drafting them. Later, a member (MC in fact) provided more comment.

Convenor Alex drafted, circulated and sent (or did Jennifer send it??) a v strong, detailed and positive(?) letter about the new 'national standards' for Y1 to Y8.

Members are involved in organising for and presenting in Stat Ed session of NZSA conf

16. Science Fairs (Alasdair Noble)

Prizes being distributed, most Fairs occur over the next 3 weeks with some later into October.

17. Local Groups

17.1. Wellington Group (David Harte)

Nothing to report

17.2. "Canterbury Tails" (Carl Scarrott)

Project:

Development of seminar announcements webpage and email list for "Canterbury Tails", the Canterbury statistics group.

Brief Outline:

One stop shop for announcements of all statistics seminars (and workshops/conferences) in the Canterbury region, with sign-up email list.

Main seminar page will contain list of upcoming seminars, links to archive of old seminars and mailing list administration.

Upcoming seminars will be sortable by date and location. Seminar details will include possible entries: title, abstract, author(s), author affiliation, contact details, links to relevant websites (home page, software page, video source, etc.), photo of speaker, presentation related files, seminar time/location, location map.

Archive webpage will provide long term storage of seminar details, with same functionality as for upcoming seminars.

The seminar lists will be public domain. There will be two levels of registered users: standard users and moderators.

All registered users will be able to submit new seminars, and (if time permits) edit existing ones. Only the moderators will be able to approve any new seminars (and proposed changes), before they get made public. It is envisaged that there will be at least one moderator from each employer/large dept of statisticians in the Canterbury region, with larger organisations/depts having more than one. All moderators will see submissions pending approval and are expected to approve them asap. This task will not be burdensome, especially if first data entry by submitter is as complete as possible.

The mailing list page will allow users to: i) seek permission to join list. Moderators will provide approval (possibly via simple web link from email). ii) to unsubscribe from the list. iii) select level of correspondence (if time permits). The default level of correspondence via email will be an email of every new approved posting and a reminder one week before each seminar.

Site must require minimal developer maintenance as time goes on.

Total Expenditure: \$2072 (for Paul to build and setup site. Fixed price contract.)

Project commencement: February 08.

Programmer: Paul Brouwers (highly experienced IT staff member in UoC maths dept)

Known constraints: Paul has to complete project in his own time, i.e. not university time for contractual reasons.

Current timescales for completion: prototype 31 August 09. Moderators organised and feedback sought (7 September). Website release asap, likely 14 September 09.

18. Young Statisticians (Nathaniel Pihama)

No report

19. SAPQC (James Reilly)

Nothing to report

20 Webpages

Routine changes have been made. We have a conference registration form template that has proved useful.

21. Other Business

None