

INTERNATIONAL ERGONOMICS ASSOCIATION

MINUTES OF THE SIXTH GENERAL ASSEMBLY HELD AT COLLEGE PARK, MARYLAND, USA
ON THE 14 JULY 1976.

Agenda:

- 1 Minutes of the 1973 General Assembly
- 2 Matters arising not covered by the agenda
- 3 Secretary's Report
- 4 Treasurer's Report
- 5 Proposed new budget
- 6 1979 Congress
- 7 Election of new societies to membership
- 8 Election of Officers
- 9 President's Report
- 10 New rules
- 11 Open forum for discussion

Present: F H Bonjer - President
J R de Jong - Treasurer
R G Sell - Secretary

Representatives of the following Federated Societies.

Australia and New Zealand	2
Ergonomics Society	10
Gesellschaft für Arbeitswissenschaft	8
Human Factors Society (USA)	12
Human Factors Society of Canada	4
Japan Ergonomics Research Society	6
Nederlandse Vereniging voor Ergonomie	7
Nordic Ergonomic Society	6
Polish Committee on Ergonomics and Labour Protection	2
Société d'Ergonomie de Langue Française	8

Absent: Representatives of
Czech Committee for Scientific Management
Societa Italiana di Ergonomia

The President opened the meeting at 14.00 hours by welcoming the delegates and expressing his hopes that it will be possible to complete the large amount of business in the limited amount of time available.

To avoid complication this meeting was held under the old rules.

1 Minutes of the fifth General Assembly held on 7 June 1973

These minutes which were published in the July 1974 issue of Ergonomics were signed as a correct record.

2 Matters arising not covered by agenda

There were no items not covered.

3 Secretary's report

One of the main aims during the previous three year period has been to try and increase contact with the Federated Societies so that they are more committed to the decisions taken by the IEA and to its general programme. This has been achieved by a greater use of newsletters giving information on Council discussions and inviting comment on, for instance, the proposed rules and the financial proposals. Not all Societies, however, reply very quickly to give their views and this has made it difficult to formulate a policy which is acceptable to all. It is hoped that the new rules will help in this respect with representatives of each Society on the IEA Council.

One particular problem arises with items which require publicity. There are many sources of delay in getting information on meetings etc to individual members of societies and I feel that Secretaries do not always pass information for publication quickly to Newsletter editors. Information may have to be sent direct to editors but this will increase costs at a time when we are having financial problems.

We try to maintain contact with a number of International Organisations. Financial constraints make it difficult to do as much as we would like. When we are invited to send representatives to meetings of other organisations it is difficult in the time which is available to find an appropriate person who is able to go and who has the necessary finance. Often we have to use people who are located where the meeting is to take place and although they do a good job they may not necessarily be the most suitable. If there are people who would like to have the opportunity and have finance to attend meetings of the international organisations associated with the IEA they should contact the Society.

Prof Metz has outlined in his paper the progress made since 1973 with the International Standards Organisation. We are now invited to be represented at all meetings of Technical Committee 159 Ergonomics and its subcommittees. Often, however, we have to be represented by people who are already attending as representatives of another body.

We are in contact with the World Health Organisation and although we have people who represent the IEA at some of their regular meetings it would be useful to know of others who could go to Geneva for either general meetings or those on special topics.

The International Labour Office is a body we have some contact with but we would like to develop this further and would welcome ideas on how this could be done.

During the last three years we have developed contact with the International Council of the Societies of Industrial Design and the President attended on our behalf their last international meeting in Moscow in 1975. We hope to develop this contact further.

There is a need to increase the number of meetings with which the IEA is concerned. With the membership now covering the whole world it is not possible for more than a small proportion to attend the triennial congresses. Two meetings are now at an advanced stage of planning in co-operation with Federated Societies. From 7-9 February 1977 a meeting will be held in Gothenburg on "Human factors in the design and operation of ships".

From 21-24 September a meeting will be held near London Airport in co-operation with the Ergonomics Society on "Ergonomics and other contributions to employee motivation, satisfaction and the quality of working life. This meeting will be held at a purpose built conference/training centre and will be limited to 160 people.

It is hoped that more activities will be carried out of this type in the future.

4 Treasurer's report

The Treasurer presented the report of the Auditors Klynveld Kraayenhof and Co:-

At the request of the association's treasurer we have examined the financial statements of the International Ergonomics Association for the period from 11 June, 1973 to 10 June, 1976, as shown below.

The results of our examination are as follows:

The financial statements accurately and completely reflect the movements on the bank-account during the period from 11 June, 1973 to 10 June, 1976, also being in conformity with the correspondence and invoices submitted to us; the balance sheet as at 10 June, 1976 properly reflects these movements, commencing from the balance sheet as at 10 June, 1973, which was not audited by us.

We are naturally not able to state whether all existing records have been submitted to us. We are therefore not able to express an opinion on the accuracy of the financial statements as a whole.

Financial statements 11 June 1973 - 10 June 1976

I Movements on the bank-account

Balance at bank, 11 June, 1973 D fl 12,896,63

Receipts:

Membership fees 1973-1976 (11 members)	D fl 9,942,55	
Membership fees 1976-1979 (1 member)	" 164,02	
Soc Espanola di psicologica	" 84,12	
Refund loan Congress IEA 1973	" 3,320,50	
Royalties Conference "Contemporary Problems in Perception"	" 869,02	
Interest	" 1,312,60	
		<u>" 15,692,81</u>

To carry forward D fl 28,589,44

Brought forward D fl 28,589,44

Expenses:

Auditor (1970-1973)	D fl 264,75	
Stationery, stamps, telephone	" 1,358,73	
Expenses of officers and other Council men	" 4,532,26	
Expenses Chairman Congress Committee 1976	" 2,513,49	
Loan Congress IEA 1976	" 9,506,--	
		<u>" 18,175,23</u>

Balance at bank, 10 June, 1976 D fl 10,414,21

II Balance sheet, 10 June 1976 1973

ASSETS

Balance at bankers	D fl 10,414,21	D fl 12,896,63
Loan (Congress)	" 9,506,--	" 3,320,50
Advance Secretary General (included in expenses)		
	pm	pm
	<u>D fl 19,920,21</u>	<u>D fl 16,217,13</u>

LIABILITIES

Prepaid subscriptions	D fl 164,02	D fl -
Members' equity	" 19,756,19	" 16,217,13
	<u>D fl 19,920,21</u>	<u>D fl 16,217,13</u>

Shackel asked whether the loan given to the Human Factors Society for setting up the Congress was likely to be repaid. The Treasurer reported that he thought, on the evidence available, that it should be and he hoped for a profit. The Treasurer's report was accepted.

5 Proposed new budget

In introducing this item the President pointed out that there were three reasons for increasing the budget for the next three years over that for the preceeding period:

- (1) The worldwide inflation that was affecting the costs of all services.
- (2) The great distances over which the IEA operated necessitating high travel costs.
- (3) The need to increase desirable activities and services.

The following two proposals had been circulated to all Federal Societies:

Proposal 1 - Federated Societies each paying annually SwFr 80 per Society plus SwFr 1.00 for each individual member.

Affiliated Societies each paying annually SwFr 40 per Society plus SwFr 1.00 for each individual member.

Corresponding members each paying SwFr 10.00 annually.

Proposal 2 - Federated Societies each paying annually SwFr 80.00 per Society plus SwFr 0.75 per individual member.

Affiliated Societies each paying annually SwFr 40 per Society plus SwFr 0.75 per individual member.

Corresponding members each paying SwFr 10.00 annually.

Proposal 1 would bring in about SwFr 18,200 for the three years period 1976/9.

Proposal 2 SwFr 15,000. If proposal 2 were accepted the Association would be more restricted in the amount of travel it could pay for.

Following discussion with the Human Factors Society over the three previous days the President put forward a third proposal - Proposal 1A.

SwFr 80 for each Society plus:

SwFr 1.00 for each member up to 600

SwFr 0.75 " " " from 601 to 1,200

SwFr 0.50 " " " over 1,200

Wisner (SELF) proposed acceptance of Proposal 1. As a previous treasurer he knew the problems of financing the IEA. Hall (Aust) said that his Society supported proposal 2. Because they were a small Society they would find it difficult to afford the large increase asked for. Also they felt that they were unable to take much part in IEA activities because of the great distance between them and other Societies. The President said that this problem would be discussed later in the meeting. Welford (Aust/NZ) said he would find it difficult to vote until he knew about how they could benefit. He suggested that the IEA try and earn some money by publishing books and getting royalties.

Fraser (Canada), Rutenfranz (Germany) Sjöflot (Nordic) Rosner (Poland) Boudrie (Netherlands) Monod (France) all supported Proposal No. 1. Shackel (UK) said the ES did also but would like to hear the views of the Human Factors Society. Chapanis (USA) in the opinion of the HFS council a small Federated Society got as much benefit from the IEA as did a large one. Yet the total assessment paid by a large society was very much greater than that paid by a small one. For that reason the HFS favoured some sort of a formula whereby the assessment for individual members decreased as the number of members in a society increased. Corlett (UK) supported Proposal 1 and pointed out that as a result of the financial pressure on the IEA following the reduced subscription rate fixed in 1973 the ES had had to subsidise the travel costs of a Council member at this meeting. Sugiyama (Japan) supported Proposal 1 even though Japan also got little benefit.

In reply to a question from the floor regarding the large increase from 8,700 guilders spent in 1973/6 to a proposed budget of 16,000 SwFr for 1976/9 the Treasurer pointed out that this was largely due to inflation. The rest was as the President pointed out due to the need for increased activity. Andrews (UK) pointed out that at the moment the employers of Council members were subsidising the IEA. This could not be guaranteed to continue and with membership of the IEA becoming more worldwide travel costs were bound to increase. Following a further discussion it was agreed that the subscription for the period 1976-9 would be that:

Each Federated Society to pay annually SwFr 80.00 plus SwFr 1.00 for each individual member up to 1,000 members and SwFr 0.75 for each member over 1,000.

Each Affiliated Society to pay annually SwFr 40.00 plus SwFr 1.00 for each individual member up to 1,000 members and SwFr 0.75 for each member over 1,000.

Corresponding Members to pay SwFr 10.00 annually.

6 1979 Congress

The President announced that there was a long standing invitation from Poland to host the 1979 Congress and one more recently received from Australia and an even more recent one from the IRA Foundation in Israel. The City of Hamburg has also sent one. The Council considered all these invitations and taking all factors into account recommended to the General Assembly the acceptance of the Polish invitation. This was agreed.

The President said that he hoped the new Council would look into ways of involving the Australian and New Zealand Society more by the organising of meetings in that part of the world. He also hoped that the IEA would help Israel to form a new Society following the initiative taken by the IRA foundation and that a meeting would be held under the auspices of the IEA before the next Congress in 1979.

7 Election of new Societies

The Secretary reported that the Council had discussed the application of three new Societies for membership and had made the following recommendations:

- (1) The Yugoslav Ergonomics Society - 42 members.

The Council recommended the acceptance of this Society as a Federated Society.

- (2) The Ergonomics Committee of the Hungarian Society for Organisation and Management Service - 62 members.

The Council recommended the acceptance of this Society as a Federated Society.

- (3) The Sociedad Española de Psicología - 1,000 members.

As this Society did not have Ergonomics as a main aim and as there was a possibility that a Spanish Ergonomics Society could be formed later the Council recommended the acceptance of the Society as an Affiliated Society.

The above three recommendations were accepted.

8 Election of Officers

The President announced that Mr R G Sell was prepared to continue in office for another three years.

The present Treasurer Dr J R de Jong had completed his period of service as Council Member and Treasurer and it was proposed to nominate in his place Prof Scholtz from Dortmund who has served as Treasurer and Secretary of the Gesellschaft für Arbeitswissenschaft.

As he had to retire he was proud to announce that following consultation with the Human Factors Society Prof A Chapanis was nominated as President.

The General Assembly accepted all three nominations.

9 President's Report

The President said:-

"As has been indicated earlier during this Congress, the IEA was founded in 1961 in Stockholm. If considered as a human being, the IEA is a teenager now. Western Europe has served as "Kindergarten" and at the age of fifteen years the first intercontinental trip has been undertaken.

Many more exercises are needed, before the IEA can be regarded as grown up. In my opinion a really world-wide federation of national societies has an essential task to fulfill. In addition to the international congresses every three years, there will need to be more symposia on specified topics.

But, also other activities can foster international co-operation.

It would be extremely useful to have a world-wide record of all ergonomists, indicating their field of interest and specialised expertise.

It would also be a good thing to have a better Newsletter, containing amongst others the vacancies and opportunities for sabbaticals.

Courses in human engineering or ergonomics - throughout the world - should be announced.

All these aims can be better reached under the new rules.

The Federated Societies can participate better in policy making and decision taking and a permanent interaction between the Council and the Federated Societies can be guaranteed by the fact that the delegates act as Council members.

If this concept works out in the future as we hope then the members of the Federated Societies will get more profit from the IEA.

I do hope that the new Council will consider the official acceptance of an IEA logo and that in the future all individual members will be glad to recognise this IEA symbol on note paper, newsletters, programs and flying from the masts of buildings that accommodate IEA activities."

10 New Rules

The President said that the Secretary General has played an active role in the compilation of the new rules for the IEA and had much correspondence with Federated Societies at different stages. He called on to the Secretary to explain the present situation.

The Secretary introduced the proposals for the new rules which had been discussed within Council for the last two years. There had also been continuous contact with the Federated Societies and the final version has taken their views into account. Even so one large Society had only recently given their opinion.

Council, following its discussions on July 11, had made two changes to the draft last circulated, one was to reduce to 50 the minimum number of members a Federated Society needed to have to be represented at Council and the other to allow Societies with over 1,000 members three representatives.

Following a short discussion the new rules were accepted with one amendment. Federated Societies should have "the" main aim of promoting ergonomics.

11 Open forum

The Secretary reported that Mr S Lippert had prepared a limited number of booklets containing the membership lists of many of the Federated Societies and it was proposed to give these to a number of people who had been instrumental in helping the IEA to get to the position it was now in.

The Secretary also read a letter from Mr F L P Seminerio, Director of the Institute of Personnel Selection and Guidance of the Getulio Vargas Foundation of Rio de Janeiro, Brazil reporting on an Ergonomics course run in Brazil in 1974 and hoping that it might be possible in the future to have a Federated Society in Brazil.

12 Closing Remarks

In closing the General Assembly the President made the following statement.

"This meeting of the General Assembly has been the last under the old rules. I want to thank everybody who contributed to this session by his presence and comments.

It is also the end of the present term of office for members of the Council. This Council has worked hard and seriously. It has prepared a new structure, it has given an extension to the IEA and intensified its activities. I want to thank all members most cordially for their active co-operation and for their friendship.

A special word of appreciation should go to the members of the Executive Council who showed themselves able to perform much work of good quality in spite of very limited funds.

This Congress has not yet come to an end, but the period of preparation has.

This justifies the following statements:

The IEA Council as a whole and the Executive Council in particular would like to express its high appreciation of the most pleasant and efficient co-operation it had with the Organising Committee for this congress.

In particular we want to thank its Chairman Mr Harry Davis and the Potomac Chapter of the Human Factors Society.

The Council would like to state that this Congress already now can be considered as successful and that its organisation has added very much indeed to the good relationship between the IEA and the AFS.

At this moment I consider my task as President of the IEA as completed.

I want to thank very much all those who entrusted me with the Presidency and to express my gratitude for the support you gave me.

Alphonse, why should you not take over now?"