

## Minutes of the 2020 Council Meeting of the International Ergonomics Association

The IEA Council meeting was virtually via Zoom during 19 and 20 October 2020.

An email ballot was conducted prior to the meeting according to the Bylaws of IEA. The Council balloting satisfied the quorum requirements.

- Total potential votes: 70
- Total effective votes: 56
- The quorums for effective voting:
  - For ordinary voting: 23 (one-third of total potential votes)
  - For the change of the by-laws: 46 (two-third of total potential votes)

The following resolutions on the mail ballot were affirmed by unanimous consent of the Council in the virtual meeting:

**Resolution 1:** Acceptance of BRICSplus as an IEA Network

By a vote of 53 approve, 0 do not approve, 3 abstain, BRICSplus is accepted as an IEA Network.

**Resolution 2:** Acceptance of revised Operating Procedure for Voting Between Meetings.

By a vote of 54 approve, 1 does not approve, 1 abstain, revised Operating Procedure for Voting Between Meetings is approved as follows:

**Add:**

Voting at a Council meeting is held when the total of the following is not less than quorum. Unless otherwise specified, the quorum is one-third of total potential votes.

- The number of attendees at the Council meeting who are eligible for voting, here the eligible attendees include alternative representatives;
- The number of proxies carried by the eligible attendees or submitted, before the Council meeting, to the President by not attending eligible

representatives; and

- The number of representatives who electronically submitted votes to the President before the Council meeting.

Unless otherwise specified, a simple majority is required for an approval

**Delete:**

If no response is received, it will be recorded as a vote for approval of the item

**Resolution 3:** Acceptance of change to Sustaining Membership Operating Procedure

By a vote of 53 approve, 1 does not approve, 1 abstain, revised Operating Procedure for Sustaining Membership is approved as follows:

**Delete:**

In addition to the requirements in the bylaws, Individual Sustaining Members must be members of a Federated Society.

**Resolution 4:** Acceptance of change to Operating Procedure for Endorsement of Certification Programs

By a vote of 52 approve, 1 does not approve, 2 abstain, revised Operating Procedure for Endorsement of Certification Programs is approved as follows:

**Add** (Addition in bold):

2.1 Application for endorsement or re-endorsement

The application for certification system endorsement or re-endorsement should be sent to the Vice President-Secretary General of the IEA. The VPSG will then send the request to the Chair **of the Certification Subcommittee**, who will organise the screening procedure.

3.1 The cost of the application.

Applications for endorsement and re-endorsement should be accompanied by the following fees, paid in accordance with instructions from the IEA Treasurer:

- **First Endorsement: For certification systems with fewer than 200 certified people the fee is US \$150. For larger systems the fee is US \$250.**
- **Re-Endorsement: For all systems US \$100 plus US \$0.50 per certified person.**

**Resolution 5:** Approval of Memorandum of Understanding with International Council on Systems Engineering (INCOSE)

By a vote of 53 approve, 0 do not approve, 3 abstain, Memorandum of Understanding with International Council on Systems Engineering (INCOSE) is approved.

**Resolution 6:** Approval of Memorandum of Understanding with Institute of Industrial and Systems Engineers (IISE)/ and its Applied Ergonomics Society (AES)

By a vote of 54 approve, 1 does not approve, 1 abstain, Memorandum of Understanding with Institute of Industrial and Systems Engineers (IISE)/ and its Applied Ergonomics Society (AES) is approved.

**Resolution 7:** Approval of Memorandum of Understanding with Foundation for Professional Ergonomics

By a vote of 54 approve, 0 do not approve, 2 abstain, Memorandum of Understanding with INCOSE is approved.

**Resolution 8:** The 2019 Financial Year auditors' report (including exoneration of officers) is accepted.

By a vote of 54 approve, 1 does not approve, 1 abstain, the 2019 Financial Year auditors' report is accepted.

Date:

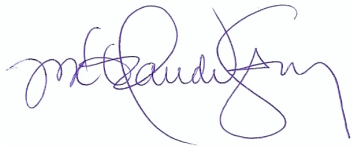


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Kathleen L. Mosier, President

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Margaret Graf, Director

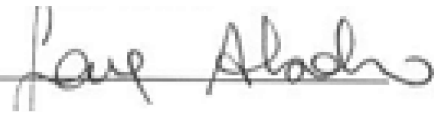


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Jose Orlando Gomes, Vice President and Treasurer

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Klaus Bengler, IEA Council Member



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Sara Albolino, Vice President & Secretary-General

**Addendum to Formal Minutes  
of Virtual IEA Council Meeting  
19-20 October 2020**

Following the IEA Council Meeting, held virtually via Zoom on 19-20 October 2020, the following resolutions were approved by email ballot, in conformance with IEA Operating Procedures governing votes held between meetings:

**Resolution 1**

**Formal minutes of 2020 Council meeting are approved (including designation of authorized signers as specified in the formal minutes)**

**Resolution 2**

**Takashi Toriizuka and Kermit Davis are approved as auditors of 2020 IEA financial reports.**