

INTERNATIONAL ERGONOMICS ASSOCIATION

Minutes of Council Meeting held at the Institute for Work Physiology,  
Dortmund on 24th and 25th July, 1975.

PRESENT: F.H. Bonjer President  
R.G. Sell Secretary General  
J.R. de Jong Treasurer  
J. Rutenfranz  
H. Davis  
S. Sugiyama  
F. Burkhardt (By invitation minute C/75/8)

Apologies for absence from E. Assmussen, T.M. Fraser, H. Monod,  
J. Rosner, B. Shackel.

The President welcomed the members of the Council and thanked Prof. Rutenfranz for his hospitality in allowing the meeting to be held at his Institute. He regretted that it had not been possible to get the Council meeting held in conjunction with a Scientific meeting as had been hoped.

C/75/1 The minutes of the Council meeting held on 14th June, 1974 and the Executive Committee meeting held on 15th June, 1974 and 21st February, 1975 were agreed and signed.

C/75/2 Matters arising

There were no matters arising from these meetings which were not covered by the agenda.

C/75/3 Proposed new rules

The latest draft of the proposed rules were discussed and some amendments made. One particular point of discussion was the necessity of having only one Society from any area. It was pointed out that the draft rules leave open the possibility of there being more than one if the situation required it. As Council decides membership this should leave them some freedom.

Davis pointed out that the Human Factors Society does not finance its own Council members and would therefore be unwilling to do so for its representatives to the IEA.

Action Secretary: As there was still little response from the Federated Societies the Secretary said that he would write a personal letter to each Society Secretary to remind them that the IEA would like their views on the latest version of the rules before the end of the year.

C/75/4 Finance

The Treasurer said that IEA now had a bank account in Poland but he did not know if any money had yet been paid in.

Action Treasurer: He tabled a report on the present financial position (see attached). It was agreed that he would amend this to show the loans for international congresses separately.

cont/.....

Action  
Treasurer: He was asked to prepare alternative budgets for 1976-9 based on different basis of membership and fees and a different pattern of expenditure. The future fee structure would need to take account of inflation - e.g. 10% year; it would need commitment from the members. If the same pattern of costs as now continue and taking alternative two of the Treasurers' proposals of 15th June, 1974 + 30% this would require a subscription of 250 guilders + 2.5 guilders per individual member.

C/75/5 1976 Conference

Davis reported that it would be possible to get accommodation at a minimum cost of £6-£10 per night sharing a room. It would be possible to exist on £15 per day and be comfortable on £20.

Action  
President: The President has been looking into a possibility of charter flights from Amsterdam to Washington. These are likely to be 1,000 guilders for a two week stay with the whole group travelling together both ways. The minimum number necessary for this would be 135. The President will write to the Federated Societies to get their views on the likely interest in this proposal. Davis reported that he was hoping to get a grant from the US Department of Commerce of \$1,500 for translation facilities. He was co-operating with their International Convention Service and hoped this would help.

Action  
Davis  
Action  
Secretary: It was agreed that Davis would provide information on the latest estimate of the break even point. Subject to this being reasonable to the Executive Committee it was agreed that the IEA would share the profit or loss with the Human Factors Society up to an upper limit to the IEA of \$4,000. This agreement is to be for this particular conference as a special arrangement between the HFS and the IEA. The special copy of Ergonomics for the Congress will be published in May and will include the invited papers and the abstracts which will be in English and the language of origin. The cost of \$4.75 was accepted. Those members of the ERS etc who will have received their own copy will be credited.

There was a possibility that the Congress will want to publish the papers in full but Taylor and Francis have not given their view.

The organisers have proposed four categories of papers

1. Invited - Published in full
2. Technical papers presented - Abstracts published
3. " " given in 'Hyde Park Corner' - Published
4. 'Hyde Park Corner' papers - No publication at all

It was pointed out that problems might arise with the last category because many people could get financial support for a formal presentation and this might require at least an abstract being published.

Davis tabled an outline programme (attached). It was agreed to move the General Assembly to Tuesday to allow time for the new Council to meet. The organisers will try to obtain for the banquet a distinguished speaker from outside ergonomics but one concerned with 'mankind'. The proposed scientific programme was discussed and suggestions made for speakers etc. Professional visits will include the Health and Safety Centre in Cincinnati, Kodak in Rochester N.Y. and the Bureau of Standards in Washington. There will be a two day post Congress visit to Williamsburg at a likely extra cost of \$75.

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C/75/6 The Secretary tabled a list showing the response to a letter he had sent to all corresponding members reminding them of the rule that individuals could only be corresponding members in their own right if there was no Federated Society to which they could belong. There appeared from the replies to be only one person (in Romania) who was not covered by the Federated Societies at present or proposed for membership.

C/75/7 New Proposals for membership - National Societies

Action Secretary:

It was agreed that the Ergonomics Working Committee of the Hungarian Society for Organisation and Management Science and the Yugoslav Ergonomic Society should be accepted as Federated Societies subject to confirmation by the General Assembly. The Secretary was asked to write to the Secretary of the Sociedad Espanola de Psicologia to say that they would only be accepted as an Affiliated Society because ergonomics was not their main aim and it would prove difficult if at a later date a Spanish Ergonomics Society was found. The Secretary was also asked to write again to Prof. Lomov to find out the position regarding the Russian Society.

C/75/8 Standards

Prof. Burkhardt talked to the Council to outline the latest situation regarding the meeting set up by ISO of an Ergonomics Committee. The German Standards organisation (DNA) had caused the ISO to set up a meeting in Bonn on 3-4th April at which de Jong represented the IEA.

13 countries have agreed to become participating members and 20 as observing members. The IEA is to be offered Category A liaison with this Technical Committee ISO/TC/159 (since received). It was agreed that there was a need to strengthen the contribution of ergonomics to the various ISO committees and to increase co-operation with Eastern Europe which already has a number of members on the committee.

Action Secretary:  
Bonjer:

It was agreed that there would be a plenary session and an exhibit if possible on standards at the 1976 IEA Congress. Prof. Burkhardt will act as convenor of the session. Bonjer will help in discussing proposals and will involve Fraser if possible. He will advise Fraser of the latest proposals.

The IEA will be pleased to accept the ISO invitation and will send representatives to the Technical Committee and to the sub committees if possible.

C/75/9 Contacts WHO/ILO

*Masironi - Mestromatteo*

The President had had contact with Dr. ~~Masironi~~ of the ILO who had invited Fraser to visit ILO to promote ergonomics. Future co-operation between ILO and IEA should improve.

Action Secretary:

There was not such good contact with WHO although IEA was invited to send representatives to general WHO meetings and had recently been invited to send representatives to special meetings on shift work and ergonomics for developing countries. The WHO organisation was changing and this made things more difficult. The meeting on 'Health Care' now seemed unlikely but it could be a session at the Congress. The Secretary was asked to confirm to the WHO that the IEA was not involved in Taiwan.

C/75/10 1979 Congress

Action Secretary: The Secretary stated that a decision would be necessary soon on the location of the 1979 Congress. So far only one invitation has been received from the Polish Committee for Ergonomics and safety at work. He was asked to write to the Secretaries of all Federated Societies to check if any further proposals were likely.

C/75/11 Other meetings

It was not possible to hold the proposed meeting on Health Care before the 1976 Congress. It was suggested that a main session be held at the Congress on the subject and that consideration be given to the holding of a special meeting after that.

Action President: The Secretary said that the Nordic Society which had been discussing a meeting on 'Ergonomics of shipping' with the British and Dutch Societies would be pleased to hold the meeting in co-operation with the IEA. The President said he would contact the Nordic Society.

Action Secretary: The Secretary reported that he was in discussion with the Ergonomics Research Society regarding the meeting on 'Ergonomics and job satisfaction' which he had also discussed with the Treasurer (minute C/74/8). The ERS would like to co-operate and it was planned to hold the meeting at a location near London Airport as early as possible in 1977. It was agreed that these discussions should continue although the view was put that it had been hoped for the meeting to be held before the Congress.

C/75/12 Council Membership 1976-9

Action Secretary: It was agreed that precedent should be followed and that the Human Factors Society should be the major influence in nominating the President for the next period. It was desirable that some continuity be maintained amongst the officers and they should not all retire together. The Secretary said he was prepared to continue in office for another period. Thought had to be given to the nomination of a new Treasurer. The Secretary was asked to write to all Council Members and Secretaries of National Societies to get suggestions. He was also asked to remind them of the need for them to nominate their representatives on Council in accordance with the new rules which it was hoped to bring in in 1976.

C/75/13 Visit of President to Russia

Action President: The President had been invited to be a Chairman of a meeting in Moscow of the Russian Institute for Industrial Design. It was agreed that the IEA should support the visit by paying the fare. Rutenfranz suggested that the President contact Metz to establish who to contact. The Secretary said he would send copies of the correspondence with Lomov to the President.

Action Secretary: Date of next meeting

C/75/14

The executive committee would meet again in Nov/Jan preferably in Washington but only if extra finance could be obtained. Alternatively it would meet in Holland. The next full committee meeting would be immediately before the 1976 Congress in Maryland.

