

Minutes of the

IEA-Council meeting at Schiphol Airport on June 24th 1972

Present: Prof. B. Metz, president
Prof. A. Wisner, treasurer
Dr. F.H. Bonjer, secretary general
Prof. A. Chapanis
dr. J.R. de Jong
Prof. M. Oshima
Mr. R.G. Sell
Prof. B. Shackel

Absent: Prof. W. Rohmert
Prof. J. Rutenfranz

The president opens the meeting at 10.20 and welcomes all present.

Prof. Rutenfranz had indicated that he would not be able to join the Council meeting on the 24th; Prof. Rohmert had not expressed his preference for any of the dates. The president announces the arrival at 11 o'clock of Mr. Rookmaker as a representative of the Council of the Nederlandse Vereniging voor Ergonomie and the visit of Prof. Stanley Lippert as a representative of the University of Massachusetts at Amhurst, at lunch time. Council expresses its desire to have a preliminary discussion on item 3 of the agenda prior to the visits announced.

3. Preliminary discussions on the 1976 Congress in the U.S.A.

Chapanis wants to make clear that he has accepted to serve as the official representative of the HFS in discussing with the IEA possible meeting sites and preliminary arrangements. He reads a copy of the letter of may 31st 1972, written by Prof. Woodson in his capacity of president of the HFS, to our president. In this letter Woodson states that Chapanis has inspected already two potential meeting sites and that he will inspect one more before leaving for Europe.

The IEA-Council is requested to make a choice from among the three possible locations if it accepts the cordial invitation of the HFS Executive Council to hold the 6th international congress on Ergonomics (1976) in the U.S. When this invitation will be accepted and the choice is made the Executive Council will probably find it more satisfactory to appoint someone other than Prof. Chapanis as the official organizer of the congress.

The president wants to make clear that the Council is glad to accept the invitation of the HFS. He will answer Prof. Woodson accordingly. The secretary general stresses that this decision of the Council needs approval by the General Assembly in June 1973. This should be made clear in the letter to the HFS. After some discussion it is decided that Council will give its preference for meeting sites in a ranking order after consultation of Chapanis and after having listened to Mr. Lipperts elucidation.

Chapanis produces a check-list of advantages and conditions of importance for meeting sites about Tufts University, the University of Maryland and the University of Massachusetts. The advantages of Tufts are a cheaper fare and lower living-costs, but all other aspects seem to be more favourable at the two other locations. It was concluded that facilities at Tufts University have been studied carefully but that this location would be only a third choice. Chapanis explains that the accessibility for foreign visitors but also for American participants is best at the University of Maryland, the climate is perhaps most pleasant at the University of Massachusetts because this area is slightly mountainous. This seems to be an important point, as hotel capacity is limited and dormitories probably have no airconditioning. He also explains that the background for Human Engineering is psychology at the University of Maryland and Industrial Engineering at the University of Massachusetts. The president wants to postpone the decision on meeting sites until after Prof. Lippert's visit and thanks Chapanis for all he did in order to inform Council.

2. Preparations for the 1973 Congress at Amsterdam.

At 11.20 Mr. Rookmaker joins the meeting as a representative of the NVE. He is a member of the Council of this society and also takes part in the discussions of the Programme Committee. Mr. Rookmaker elaborates on the aims of the congress and explains that three categories of participants should find sessions of their interest during the congress:

- 1) those who have a general interest in ergonomics
- 2) research-workers interested in development of new methods
- 3) people looking for possible application of ergonomics to their own practical problems.

In order to reach the aims there will be discussion-groups and workshops next to the sessions that will deal with main topics. These sessions will have simultaneous translation and will be scheduled for 200-300 people. There will be no simultaneous translation in the discussion groups where accomodation will be provided for 60-80 people. The workshops are scheduled for 20-40 people. The participation of 79 people has been announced by June 20th. As there are only one reaction from Germany and France and 8 from Britain it is feared that the distribution of preliminary programs has failed in these countries. Sell explains that programs had been distributed among British members of the HFS. He is short of 350 copies and had to pay cartage and clearance charges on receipt of the others. Similar problems have occurred in France. It is not clear what the present position in Germany and USA is. De Jong and Chapanis will inquire about it.

38 people expressed interest in Systems Development, 25 in Consumer Products, 40 had a definite interest in Education and Training and 53 in Fundamental research in industrial psychology, physiology, sociology and industrial medicine in connection with ergonomics; 25 indicated interest in Ergonomics and Standardization.

Mr. Rookmaker distributes a diagram showing a provisional timetable for the congress. Meister and Kirk have been invited or will be invited in the very near future to act as invited speakers for Systems Development (A) and Consumer Products (B). Wisner, Singleton and Rohmert who are supposed to deal with Education and Training (E) have not yet been approached although all invited speakers will be requested to send the full text of their contributions by December in order to have their papers published in the special congress issue of "Ergonomics".

Council suggested that dr. Small of the University of California at Los Angeles and possibly somebody from Japan would deal with the present situation in USA and Japan. Oshima will make a proposal. Metz indicates that he is not to act as an invited speaker for Undersea exploration (C). He should have had brackets with his name as a convener. The same may apply to dr. de Jong as far as Ergonomics and Standardisation (D) is concerned. Members of Council question about item F: physiology, psychology, medicine and industrial psychology and sociology. They feel that it should be made clear that these topics should be related with ergonomics and they would be in favour of titles like measurement of mental load, measurement of physical load, introduction of ergonomics, guidance of workers at the occasion of the introduction of ergonomic improvements and measures and evaluation of ergonomic activities.

Mr. Rookmaker announces as main topic G: Natural and Cultural Variables in Human Factors Engineering. This should be included in one of the morning sessions if possible. It is regretted that sometimes discussion groups and workshops are scheduled prior to the relevant main paper. There is also some doubt whether Ergonomics in agriculture does fit in the main topic Systems Development and whether it should get as much time as has been provided in the schedule. Bonjer informs Council that the chairman of the Dutch Programme Committee is not too happy with the fact that all subchapters of topic A are dealing with transportation. There are many suggestions from Council for application of the systems approach to industry. IBM is working on a computer controlled machine shop. There are developments on good storage and handling and possibly many others. As far as Traffic control is concerned this suggests too much emphasis on air traffic control; a better title would be Transportation systems and control. Chapanis indicates that the Department of Transportation recently appointed an adviser for such activities. He might be the right person to speak at the congress.

As far as the exhibition is concerned, Mr. Rookmaker explained that it is the idea of the organizers to deal with a "day of normal life".

It is the intention to write a circular letter for potential participants of the exhibition in Dutch. In order to extend its applicability to firms outside Holland it will be translated. Metz is prepared to send such a letter to French firms. De Jong will do the same in Germany, Austria and Switzerland, Oshima in Japan and Sell in Great Britain.

Chapanis attracts Mr. Rookmakers attention to the last page of the HFS-publications indicating sustaining members. The secretary of the HFS could supply Mr. Rookmaker with addresses. Metz will contact a Belgian SELF-member who designed mock-ups of metro installations. Each of the people mentioned wants to get 10-20 copies of the letter.

As far as the choice of firms for the exhibition is concerned it was suggested that the advices of the consumer unions should be used, especially if they judge consumer products according to ergonomic criteria.

A last remark about the future congress in Holland is about the French language of the preliminary programme. There has been also criticism on the part of German Council members, but the English is considered as acceptable. To cope with this problem it is agreed that circular letters and the intermediate programme should be checked on its wording by French, German and possibly also by English speaking members of Council. It is stressed once more, that time is running fast now and that invitations for speakers should be sent out as soon as possible.

The president thanks Mr. Rookmaker for the information given and confirms that the next Joint Programme Committee meeting will be held by september 15. He wishes good luck for further preparations of the congress.

3. Preliminary discussions on the 1976 Congress in the U.S.A. (continued)

The president welcomes Prof. Stanley Lippert, who kindly offered to take part at the discussions on the preparation for the 1976 congress in the U.S.A. Prof. Lippert tells that he is aware of I.E.A. plans since the HFS meeting in october 1972. He regrets the poor participation of Americans at the Birmingham and Strassbourg congress and doubts whether those Americans present, were really the people who did the work. For this reason he wants the IEA to come to New England in close coöperation with the HFS or its New England chapter or the University of Massachusetts. In case the IEA would co-operate with the HFS, there might be an overlap of two days of programmes prepared by each of the two organizations. Council is not convinced that there should be two organizers. The fact that there should be an official meeting of the HFS-members during such a congress is not a problem at all. There are always societies or groups of members meeting during each international congress.

As the IEA-congress would be held in summertime because of the need of free student accomodation, it will be impossible to combine such international congress with the annual meeting of the HFS, which is normally held in october. On the other hand the ERS and the SELF curtailed their annual meetings in the years in which these organizations were hosts to an intern.congress. Lippert states that Tufts has a good cook and a fine campus but a relatively poor accomodation and to his opinion a choice should be made between Maryland and Massachusetts. The discussions on accomodation at the Universities of Maryland and Massachusetts are repeated at length. It was considered as necessary to accomodate 660 people or even more in the main hall. There should be two halls with about 200 seats and a number of smaller accomodations for workshops and discussion groups. It is also considered as necessary to serve coffee and drinks during intervals within 5-10 minutes.

Simultaneous translation is wanted in the main hall. English should be translated into French and German, but not between French and German vice-versa. Other languages that should be considered are Spanish, Russian and Japanese. Metz and Wisner will explore the usefulness of introduction of Russian during their visit to Moscow this summer; Oshima thinks that translation into Japanese is not necessary. It might prove to be easier to obtain good interpreters in the Washington area than is the case in other parts of the U.S. Apart from installations it is important to have good soundproof booths.

Next to what has been said about the accesibility for foreign visitors and American participants it should be stressed that especially those who do not dispose of cars should be able to visit laboratories and institutions in the area where the congress is held. Facilities for individual site visits prove to be better at the university of Maryland.

At this stage Prof. Lippert leaves the meeting after being thanked for all his preparatory work and for his presence in this meeting

Conclusions: The larger contingent of American participants in Maryland will reduce the expenses per caput. According to Chapanis it would have advantages to make some decisions before the next meeting of the Executive Council of the HFS to be held in october.

The president wants to make decisions on

- 1) location of the 1976 congress
- 2) type of meeting
- 3) form of collaboration.

As far as the location is concerned Council feels that it has discussed all 3 proposed locations and that on the basis of the information provided it would like to express its choice for the following order: 1. Maryland

2. Massachusetts
3. Tufts.

The president will write an official answer to the president of the HFS. He will also state that the final decision has to be approved by the General Assembly.

Chapanis asked for some more information regarding the 1976 congress.

In discussions about congress-fees it is stated, that the fee in Amsterdam is considered as too high. A copy of the budget for the Amsterdam congress is handed out by the president. It was sent to him as a kind of justification for the high fees. The American organizers will be eligible for the same guarantee from the IEA as the organizers of the Amsterdam congress and on similar conditions. The amount equals roughly \$ 1000,-

There should be three people from outside the U.S. on the Programme Design Committee on behalf of the IEA. Contact should be mainly by correspondence and occasionally by persons if they have to go to the States for other reasons. Visits to laboratories or institutions should be scheduled for one week and would be limited to the north-east part of the U.S.

The third week of June would be most appropriate for a conference of 4½ days and the 4th week for visits. Although some members of Council would be in favour of a later period, it is indicated, that there will be less interest of American participants and fewer possibilities to meet people at the labs after the first of July.

4. Location of the 1979 Congress

There have been suggestions once in this Council that Japan would be the most appropriate location for an international congress after the one in the U.S. It seems better however to have a congress in Europe inbetween, possibly organized by one of the Federated Societies of an East European country, because of the increasing interest in Ergonomics in that part of the world. After preliminary meetings in socialist countries there will be a first official congress on Ergonomics in Moscow from July 27 through 1 August 1972. Both Metz and Wisner have been invited by Prof. Munipov as observers of the IEA. The president asked for the approval of Council. It is decided that Metz and Wisner will accept the invitation but that there will be no financial support from IEA. The secretary general announces a journal on Ergonomics "Acta Ergonomica" which will be distributed in socialist countries. This rises the question of a better collaboration with national societies in socialist countries and the IEA. This should be encouraged more than collaboration with a block of societies.

Chapanis is in favour of better contacts, but wants to consider some practical consequences. To settle the problem of per capita fees there might be a possibility to have an IEA bank-account in East Europe by which the need of transfer of money between West and East could be reduced considerably.

Shackel states that it would be wrong to allow some people or organizations to pay less than others, but that has not been the idea of the proposal of the two bank-accounts.

7. Future changes in the composition of the IEA Council.

Metz indicates that a new president should be appointed for the next term 1973-1976. He has written to the new president of the Nederlandse Vereniging voor Ergonomie, Dr. van Wely, that the General Assembly of the IEA which "could be held on thursday june 7th 1973 at 16.45 hours, will have to elect the new president of the IEA, for the 1973-1976 period. This will be the period of preparation of the 1976-Congress, to be held probably in the USA. As a rule, the new president of the IEA is either the president or a prominent personality of the Society which has organized the last International Congress. This means that the NVE will have to let know to the present IEA Council, who will be its nominee for the IEA presidential election at the 1973 General Assembly. My personal wish is that you would accept to be nominated for this election." Dr. van Wely answered by letter of may 15th: "About the election of the new president of the IEA (1973-1976) and the NVE-candidate I can tell you personally that I myself cannot accept an eventual nomination because of very busy duties here at home. My personal opinion is that Frederik Bonjer might be the best candidate for this honourable job. I presume that the members of the NVvE will support this idea." As apparently the present president of the society organizing the international congress is not willing to accept the presidentship of the IEA there might be good reasons to discontinue the custom to elect a president from the host country.

At this moment Sell has to leave the meeting.

Up to now it has not been clear what continuity there will be after next change of Council members. According to the rules the president holds office for 3 years and all other Council members may be re-elected only once. This means that Metz, Wisner, Chapanis, de Jong, Oshima and Sell have to leave Council. Bonjer, Rohmert, Rutenfranz and Shackel would be the only re-eligible members, For the 6 vacancies there might be nominated 1 person from the USA, 1 from France, 1 from Nordic countries, possibly 1 Canadian, 1 from the Socialist countries and 1 Japanese. In this context Oshima suggests Prof. Sugiyama as his successor.

Metz and Wisner have to leave the meeting, but prior to his departure Metz proposes to reinforce contacts with federated societies by means of a newsletter.

De Jong takes over as chairman.

Shackel proposes^{*)} in order to improve continuity at least some of the Council members who have to leave according to the articles of the IEA should stay for one more term, Chapanis might become president, de Jong treasurer and Bonjer continue as general secretary. As no meeting of the Council has been planned untill next summer the Executive Committee should make such proposals for the future composition (Metz, Bonjer and Wisner will meet on 10th of july at Luxembourg).

*) that

In January 1973 federated societies should be invited to nominate delegates to the General Assembly. At the same time the agenda for this Assembly should be submitted.

1. Minutes of the IEA Council meeting at Brussels on July 31st 1971.

The minutes of the meeting at Brussels of July 1971 are accepted after a change of the amount of 480 into 400 Swiss francs for the reimbursement of traveling expenses of Council members.

5. IEA International Symposium on Ergonomics and Standards, proposed for mid November 1972 in Britain.

Shackel regrets to announce that this meeting will not take place in November 1972, but is now scheduled for the first week of April (2nd) 1973. The remaining Council members would be in favour of a possibility in February because this will give better opportunity to include reports or papers of this meeting in the congress issue of Ergonomics. Moreover a greater distance between this event and the international congress, to be held in June, will improve the interest of the participants. The British Standards Institute is prepared to give support to the meeting and to provide accommodation. The support will consist of correspondence with other institutes in the field, but has no financial character. Favourable reactions have already been obtained from Sweden, Japan, the Netherlands, Poland and Belgium. November would be too early for the USA. France did not show a clear interest until now.

6. Co-operation with WHO, ILO and NATO.

The general secretary gives a short account of the co-operation with international bodies.

8. "Per capita" fees of Federal Societies.

After the departure of the treasurer, who initiated this point of the agenda, Council is not in the position to discuss this matter.

9. Program of yearly events.

The general secretary announces next to the international congress to be held in July in Moscow, an international symposium on the Environment in Buildings to be held in September 1972 at Loughborough and an international symposium on Man Machine systems and Environment from 19-20 October at Belgrade.

10. Other business.

A meeting of Council could be considered at the time and location of the international symposium on Ergonomics and Standards. If this would be sufficiently early in the year the agenda for the General Assembly could be discussed as well as the fees of federated societies.

Meeting is closed at 18.21 hours.