

MINUTES

# COUNCIL 2

INTERNATIONAL ERGONOMICS ASSOCIATION

COUNCIL MEETING, VANCOUVER, CANADA, August 17 - 18 1986.

PRESENT

Munehira Akita  
Vuksan P. Bulat  
Karena Coombes  
Harry L. Davis  
Roger R. Hall  
Hal W. Hendrick  
Andy Imada  
Walt Kleeman  
Ilkka Kuorinka  
Ian Noy  
Richard G. Pearson

Pieter Rookmaaker  
Heinz Schmidtke  
Brian Shackel  
Paul Stager  
Jean-Jaques Vogt  
John Wilson

(Verify)

The meeting was called in order by the President of the Association at 9 a.m.

- C/86/1 The proposed agenda was approved.
- C/86/2 The minutes of the Council meeting on August 30 - 31 1985, Bournemouth, England were reviewed and approved.
- C/86/3 President's report, Harry L. Davis.  
Mr Davis reviewed the situation of the Association and stressed the the need of regular, frequent communication between the officers of the IEA. The World Bank has been approached at the highest level. Concrete proposals should be made for further discussions on the role of the IEA in the development processs of countries.
- C/86/4 Report of the Hon. Treasurer, Brian Shackel. In 1985  
Appendix council meeting, a decision on the annual fees of the Federated societies was made as follows: 1) 175 SFR fixed amount for each Society, 2) plus 4 SFR for each voting member and 3) plus 2 SFR per member over 500. The decision of the council was submitted for confirmation by the Societies and was confirmed by 14 votes in favor, three against ( 11 Societies voting out of 17). The new rates apply from January 1 1986. The economy of the society is consolidating and the financial position is good.  
The Hon. Treasurer motivated the need to open a bank account in the USA. This would reduce costs and to make the transactions more flexible. Having received the bank documents specifying all the necessary resolutions, the Council approved resolutions unanimously to enable the Hon. Treasurer to open a bank account in the Bank of Boston, USA.  
In view of the non-payment of membership dues for 1983, 1984 and 1985 by the federated Societies of Israel and Mexico; and in view of the Hon. Tresurers letter of August 1. 1985 response or payment would necessitate

a recommendation to council that their membership should be terminated; and in view of no response whatsoever having been received; the Hon. Treasurer and Secretary General shall use their best endeavour to get some response from Israel and Mexico to see if there is a possibility of payment and continued membership but if there is no satisfactory response by 31th December 1986, the the membership shall be terminated.

ACTION The motion carried by 11 in favor, 2 against, 1 Treasurer abstaining.

Sec.gen. The Hon. Treasurer clarified the principles of compensation of travelling expenses caused by travelling to/from IEA meetings or other business. Travelling expenses of the holders of the three offices (President, Hon. Treasurer, Secretary General) may be compensated. A sum has been budgeted for the running costs of the committees. This money may be used to the travelling costs according to the decision of the respective committee chairs.

C/86/5 Report of the Secretary general.

APPENDIX

C/86/6a Report of the Policy and Planning Committee was given orally. The central task of the committee is coordination of the activities of the other committees. Amendment of the rules concerning the qualifications of the membeship was prepared (see item 14).

ACTION The rules for operation of the Association will be prepared by Policy and Planning Committee and Sec. Ian Noy General. Policy and Planning committee will compile Sec.Gen. rules concerning the function of the committees. Sec. Gen. takes care of the rules concerning the function of the President, Treasurer and Secretary General. Sec. Gen. will compile the operation rules for the next Council meeting.

C/86/6b Report of the Education and Training Committee. The committee was entitled to continue discussion on ergonomic training with the European Coal and Steel Community (Mr John Fox) as outlined in the enclosed memo of P. Rookmaker. The outcome of the project may serve as an example for a recommendation on a wider international basis. The Committee should also make use

ACTION of the other existing material on training programs. A Rookmaaker concrete proposal of the project is expected to the next Council meeting.

C/86/6c Report of the Science and Technology Committee. APPENDIX The subcommittees of the Science and Technology have been formed. The listing of the members and chairs is attached. A library of computer programs relevant to Human factors has been achieved.

C/86/6d No report from the Publications Committee had been received. The Council expressed concern about the inactivity of the Publications Committee. According to the motion by Hendrick and Noy, seconded by several

members, President will contact the chairperson to assert the nature of the problems in the function of the Committee and if the response is not satisfactory, President will take an appropriate action. Motion carried unanimously.

C/86/6e Report on Awards and International Relations. Mr President has appointed an awards committee: S. Bagnara, Italy, P. Davis, U.K. and H.L.Davis, USA (Chair).

C/86/7 The resolutions were discussed and decisions taken. The resolutions are reported in their respective item point.

C/86/8 Reports from member societies. Reports from APPENDIX

- Brazilian Ergonomics Association,
  - Polish Ergonomics Society
- and letters from
- Society for Organization and Management Science (Hungary)
  - South East Asian Ergonomics Society (a society petitioning for membership)
  - Human Engineering Society of Korea (not member)
- were reviewed and read to the Council.

C/86/9 Reports on Conferences.

APPENDIX a) Report on the 9th IEA Congress in Bournemouth, England 1985.  
b) Report on the Second ODAM, Richmond, Vancouver, Canada (Hendrick). The quality of the papers is excellent and the venue good. Planning has progressed smoothly. Problems in booking accommodation for late registrants. In future ODAM-conferences poster sessions will be considered following the positive experience from IEA/Bournemouth conference. Treasurer recommends that the price of the proceedings should be at the level of other comparable publications.

APPENDIX c) Report on the 10th IEA Congress in Sydney, Australia 1988 (R.Hall). The Council reviewed the report and discussed numerous details of the conference and approved with the compliments the systematic congress plans. Treasurer and Mr Hall were given the task to check the amount of the IEA capitation fee.

ACTION R.Hall APPENDIX d) Report on the 11th IEA Congress in Paris, France, 1991 (J-J. Vogt). The Council discussed the proposed structure of the congress (several satellite meetings geographically and timewise adjacent to the congress). A question was put forward whether the satellite meetings may disperse and tend to disintegrate the the main congress. On the other hand satellite meetings may offer an opportunity to concentrate and discuss special problems, which may be in the interest of a limited number of participants. No recommendation or resolution was made in the matter.

A temporary organizing committee has been formed. The coordinator is prof. Francois Hublout, Paris, France. The report including already a budget proposal was received with compliments

APPENDIX e) Report on the 12th IEA Congress in Toronto, Canada (P. Stager).  
The venue will be Toronto, Canada. A preliminary planning committee has been appointed: U Wallersteiner, G. Wright and P. Stager (chair).

C/86/10 Cosponsored meetings.  
Following meetings have applied for an IEA cosponsorship:  
Occupational Ergonomics, Safety and Health Conference 14-15 Sept 1987, Budapest, Hungary. Under consideration.  
Interact -87, Second IFIP Conference on Human Computer Interaction, 1 - 4 Sept. 1987, Stuttgart, BRD. Approved.  
Marketing Ergonomics, 25th Anniversary of the Dutch Ergonomics Association, Maastricht, Holland, 1987. Approved.  
1988  
10th IEA Congress, 1- 5 Aug. 1988, Sydney, Australia. Approved (report C/86/9c).  
Third IFAC/IFIP/IEA/IFORS Conference on Man Machine Systems, 14 - 16 June 1988, Oulu, Finland. Approved.  
1989

ACTION Hal Hendrick A letter of intention on the cosponsorship of the conference of the International Union of Physiological Sciences, IUPS. remitted to Science and Technology Committee for actions.  
World Congress on Anthropology, Zagreb, Yugoslavia. Time period not proposed.  
The procedure on the approval of the IEA cosponsored meetings was discussed. Upon recommendation of the Science and Technology Committee, the IEA executive committee may approve IEA sponsorship of international professional meetings which do not require economic engagement from the IEA. IEA sponsorship incurring economic responsibility from the IEA are approved by the council.

ACTION Hal Hendrick Hal Hendrick prepares a document on the procedure to be followed in requests of IEA sponsorship to be included to the operation rules. Hal Hendrick was also requested to keep listing of the IEA sponsored meetings.

C/86/11 Brochures of the IEA. No report or draft proposal was received. Action as C/86/6d.

C/86/12 Improving the quality and quantity of the IEA information.

APPENDIX Newsletter. Negotiations with the journal ERGONOMICS/Taylor et Francis on the transfer of the printing and mailing of the IEA Newsletter, ERGONOMICS INTERNATIONAL were considered. It was approved, that a) ERGONOMICS may print the ERGONOMICS INTERNATIONAL as section of the journal, b) ERGONOMICS will make sufficient amount of reprints of the section and c) ERGONOMICS will mail reprints at no extra cost according to the mailing list provided by the editor of the ERGONOMICS INTERNATIONAL,

d) ERGONOMICS INTERNATIONALs editor collects and compiles the material to be submitted to ERGONOMICS for publication and e) the editors of the ERGONOMICS and ERGONOMICS INTERNATIONAL should agree on the procedure followed in the publishing of the ERGONOMICS INTERNATIONAL in ERGONOMICS.

The collaboration between Taylor and Francis, publisher of the ERGONOMICS, the official publication of the IEA and IEA on the other hand, was discussed. The Treasurer was asked to undertake negotiations with Taylor and Francis for revision of the terms of IEA related publishing.

C/86/13  
APPENDIX  
Strengthening of the liasons between IEA and ILO, ISO, WHO and World Bank.  
The discussion revealed several important issues in maintaining effective contacts to the international organizations: a) contacts to key people are extremely important, b) IEA should define its policy vis-a-vis the international organizations, c) maintining of the relations could be delegated to the IEA memeber societies geographically close to the respective organizations headquarters (eg. SELF - Geneva).  
ACTION  
Sec.gen. Secretary General was asked to make a working paper on the principles and procedures in maintaining liasons with International Organizations.

C/86/14  
APPENDIX  
Amendment of the rules.  
The amendments concerned two items: a) qualification for membership and b) membership fees of the affiliated societies.  
APPENDIX  
The text was revised according to the appendix and approved for further discussion in the next council meeting. Ian Noy, Policy and Planning Committee will provide the revised text to the next council meeting. The membership fee of the Affiliated societies was fixed according to the motion of the Hon.Treasurer unanimously as follows: 1) 100 SFR fixed amount for each Society, 2) plus 4 SFR for each voting/full member of the Society and 3) plus 2 SFR per member over 500.

C/86/15  
ACTION  
Sec.gen. Application for membership of the Southern African Ergonomics Society, ESA. After having aquainted with the documentation sent by ESA to the meeting of the Council, it was agreed that there was no adequate demonstration of the full representation of the society in the area of Southern Africa as specified in the IEA Council meeting 1985 (C/85/15). A motion by Hendrick, seconded by Kleeman was that the application should be put on the table and no action should be taken at the present time.  
The motion carried by 11 votes in favour, 1 against (R.Hall, Ergonomics Society of the Australia and New Zealand), 3 abstained.  
In view of the serious efforts of the Ergonomics Society of Southern Africa in the matter of application of membership, the council encourages the applicant

to continue the efforts to clear obstacles of the approval of full membership in the IEA.

- C/86/16      Application for membership of the South East Asian  
ACTION      Ergonomics Society.  
Sec.gen.      The South East Asian Ergonomics Society had provided  
following documents to the council: a) constitution, b)  
membership roster, c) minutes from the first general  
meeting of the Society (of 22 November 1985) with a  
definition of the geographical coverage of the Society  
(Brunei, Indonesia, Malaysia, the Philippines,  
Singapore and Thailand, d) copy of the SEAES Newsle  
and brochure as well as e) correspondence indicating  
that JOURNAL OF HUMAN ERGOLOGY will be the official  
journal of the Society.  
The Council considered the provided documentation and  
found that the requirements set in the previous meeting  
of the Council had been fulfilled and approved the  
application.  
The Council of the IEA has a great pleasure to welcome  
the new member to the association.
- ACTION      Application of the South Korean Ergonomics  
Sec.gen.      Society. No response from South Korea had been received  
since the previous council meeting. Secretary General  
will contact Prof. Park to have information of the  
present situation.
- C/86/17      Other business.  
1) Review of the action items from 1985 Council meeting  
in Bournemouth, England. a) Committe to study and  
recommend how to improve the dissemination of  
information about IEA (C/85/18). Ian Noy continues to  
research how to proceed in the matter. A report to the  
council is expected within one year. b) T.Kvalseth's  
report on conferences is to be given within a year.
- ACTION      2) Representation of the affiliated societies in the  
Ian Noy      council. Referred to the Policy and Planning Committee.  
3) The schedule of the preparation of the Council  
meetings was discussed. It was decided, that Council  
members should submit agenda itemes and documents at  
least 6 weeks prior the Council meeting to the  
Secretary General.
- ACTION      All  
All      council  
council      members

Meeting was adjourned at 16.30 18 August 1986.

Harry L Davis, President      Ilkka Kuorinka Sec.gen.

Next council meeting is planned to be held in Budapest,  
Hungary, September 1987. The time and place will be  
announced by the end of 1986.

PROPOSED AGENDA

IEA COUNCIL MEETING 1986, VANCOUVER, CANADA

17 - 18 AUGUST 1986, beginning at 9 a.m.

VENUE: DELTA AIRPORT INN RESORT, RICHMOND (VANCOUVER)

1. Establish Agenda
2. Minutes of Council Meeting 1985, Bournemouth, England
3. President's Report
4. Treasurer's Report
  - Report on the Economy of the Society
  - Principles in IEA Subsidized Travelling
5. General Secretary's Report
6. Reports of the Committee Chairs:
  - Policy and Planning
  - Education and Training
  - Science and Technology
  - Publication
  - Awards and International relations
  - Report from the 9th IEA Congress in Bournemouth, 1985
7. Discussion on the reports, conclusions
8. Report on Conferences
9. Report on the Second Int. Symposium on Human Factors in Organizational Design and Management, Richmond (Vancouver) 1986
10. Report on the 10th IEA Congress, Sydney 1988
11. Report of the Conferences 1991, Paris and 1994, Canada
12. Jointly Sponsored Meetings
13. Brochures of the IEA
14. Improving the Quality and Quantity of the IEA Information to enlarge its Influence and to improve Image
15. Application for Membership of the Southern African Ergonomics Association
16. Application for Membership of the South East Asian Ergonomics Society
17. Strengthening of the Liasons between IEA, ILO, WHO and World Bank
18. Other Business
19. Closing of the Meeting