



OLD WORLD - NEW WORLD
ONE WORLD

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INTERNATIONAL ERGONOMICS ASSOCIATION

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*to
COUNCIL 4*

IEA COUNCIL ANNUAL MEETING

July 13 & 14, 1991

Paris, France

MINUTES

1. ATTENDANCE

Members Present:

Officers:

Ilkka Kuorinka, Finland, President
Hal Hendrick, USA, Secretary General
Brian Shackel, UK, Treasurer

Committee Chairs:

Ian Noy, Policy and Planning
Pieter Rookmaaker, Education and Training
Ogden Brown, Jr., Science and Technology
Heather Ward, Publications
Martin Helander, Promotion & Public Relations
Steve Konz, Ergonomics International (Ed)

Federated Society Representatives

Belgium Ergonomics Society: Kamiel VanWanterghem

Brazilian Ergonomics Association: Laerte Sznclwar

Ergonomics Society: Heather Ward
Reg Sell

Ergonomics Society of Australia:	Margaret Bullock Roger Hall
Gesellschaft fur Arbeitswissenschaft:	Holger Luczak Wolfgang Laurig
HF Association of Canada/ACE:	Luc Desnoyers
Human Factors Society:	Ogden Brown, Jr. Martin Helander Andrew Imada
Israeli Ergonomics Society:	Miriam Bareket
Japan Ergonomics Research Society:	Munehira Akita
Nederlandse Vereniging Voor Ergonomie:	Ernst Koningsvield Pieter Rookmaaker
Nordic Ergonomics Society:	Sven Dahlman Kaarin Ruuhilehto Agnes Saaby
Polish Ergonomics Society:	Leszek Pacholski
Societa Italiana di Ergonomia	Alfredo Bianchi
Societe d'Ergonomie de Langue Francaise:	Bernard Metz Hughes Monod
The Association of Ergonomics Societies of Yugosavia:	Vuksan P. Bulat
South-East Asian Ergonomics Society:	Adnyana Manuaba
Human Ergology Society (aff. mem.):	Sadao Horino

Invited Observers:

Association Espanola de
Ergonomia: (did not sign roster)

Chinese Ergonomics
Society: Shen Ronfang

Hungarian Ergonomics
Society: Krisztina Lakatos

New Zealand Ergonomics
Society: Carol Slappendel

Societies not in Attendance:

Korean Human Engineering Society
Osterreichische Arbeitsgemeinschaft fur
Ergonomie
Soviet Ergonomics Assn (observer invited)

II. REPORTS

A. Officer's Reports:

1. President. (see report)

Agenda item D1. IEA Checkpoints project.

I. Kuorinka reported that the contract has been signed with ILO. It will be a practical guide book for managers in industrially developing countries. The editorial board for the project consists of himself, Najm Meshkati and Andy Imada. The first draft completion date is November '91. I. Kuorinka expressed the hope that this project will serve as a pilot for other collaborative IEA projects.

Agenda item D2. IEA Plan (To provide long range direction for the IEA).

I Kuorinka reported that the next step is the IEA Seminar on Saturday July 20, 1991. Presentations will be made by five specialists from "a little bit outside of the IEA" to provide fresh perspectives. Results of the seminar and the recent IEA survey of federated societies will be used by the Executive Committee and Policy and Planning to formulate the proposed long range plan. A spring article by I. Kuorinka and I. Noy for Ergonomics International is planned. An IEA monograph is being considered by

the Publications Committee. Agenda Item D3: Ergonomics/HF and environmental questions will be a part of the IEA long range planning. (Action Item: President, Policy & Planning, and Executive Committee)

Agenda item D4. IEA awards.

I Kuorinka, Chair of the Awards Committee reported that we now have five awards. Four of these are being given for the first time (the Distinguished Service Award was previously the only IEA award). The awards to be given at the 11th Congress during the General Assembly on Friday afternoon, July 19 were formally approved by the IEA Executive Committee, and are as follows:

IEA Distinguished Service Award: Jan Rossner of Poland

Founders Award: Jean Scherrer of SELF

Outstanding Educators Award: Nigel Corlett of the Ergonomics Society

Ergonomics Development Award: Kazutaka Koji of ILO and the South-East Asian Society

IEA Award for Outstanding Contributions to Ergonomics of Technology Transfer: Alain Wisner of SELF.

2. Secretary General

H. Hendrick reported that during his tenure as Secretary General the workload has progressively increased. As a result, there will be a need for greater secretarial support for the next Secretary General. The possibility of five additional Societies being approved for membership at this Council meeting will further increase the workload.

H. Hendrick reported that the IEA Historian, Arnold Small has resigned as a result of poor health. He had been appointed by Harry Davis while he was President of the IEA. Arnold had accumulated a considerable amount of material, but had not been able to complete the necessary research to develop a draft document. During the Executive Committee meeting on July 12, 1991, Brian Shackel, who is completing his second full term as Treasurer,

offered to assume the position of Historian and was unanimously endorsed by the Executive Committee.

IEA Workshop. 20 persons from 16 countries attended the IEA Workshop for new Council Members on the afternoon of July 12, 1991. 16 were Council members and 4 were invited observers from societies which since have been approved for membership. The workshop was conducted by the Executive Committee.

Agenda Item D5: Applications for membership

H. Hendrick reported that the applications for the following four societies for membership in the IEA as Federated Society Members were complete, had been distributed to all IEA Federated Societies prior to the Council meeting, and were endorsed by the IEA Executive Committee for membership.

- a. Soviet Ergonomics Association
- b. Chinese Ergonomics Society
- c. New Zealand Ergonomics Society
- d. Spanish Ergonomics Society.

Representatives from the Chinese, New Zealand and Spanish Ergonomics Societies each gave a brief presentation on their Society and answered questions from Council. I. Kuorinka gave a brief presentation on the Soviet Ergonomics Association. Council then excused the guests and went into closed session. Following discussion, each of the proposed societies was put to a vote. All four were elected Federated Society Members of IEA by unanimous vote (24 for) except for the SEA where the vote was 23 for and 1 abstain. The Chinese Society paid its first annual dues at the meeting and so officially became a member of the IEA. The other three societies will officially become members when they pay their first annual dues.

Agenda item D6, Status of Hungarian, Southern Africa, and Indian Society applications.

H. Hendrick reported that the Hungarian Ergonomics Society had been approved by Council at its 1990 Annual Meeting in Kyoto, pending receipt, review and approval of the Society's by-laws by the Executive Committee. Those by-laws were formally approved by the Executive Committee at its 12 July 1991 meeting in Paris. Accordingly, upon payment of its first annual dues the Hungarian society will officially become a Federated Member of the IEA.

The Southern Africa Ergonomics Society application is on hold pending a response from that Society to a letter from the IEA Secretary General regarding their true geographical representation.

The Indian Society has requested and been sent the necessary information for making application to the IEA for Federated Society membership. The completed application has not yet been received. Dr. Sen, who attended the IEA Workshop on 12 July, assured H. Hendrick, that the IES does plan to complete its application for membership.

Agenda item D26: Selection of host Society and venue for the 14th Congress, IEA 2000.

H. Hendrick reported that in addition to the proposals from the Gesellschaft fur Arbeitswissenschaft to host the 14th Congress in Munich and from the Human Factors Society to host the Congress in Los Angeles, noted in the preliminary agenda, the Ergonomics Society had since submitted a bid to host the Congress in Edinburgh. Copies of the Ergonomics Society's proposal were distributed at the meeting. In addition, during the meeting an informal proposal was made by Prof. A. Manuaba on behalf of the South-East Asian Society to host the Congress in Bali; a brochure on the proposed conference facility was circulated among Council. Oral presentations of the proposals were given by Council representatives from the four federated societies. Following discussion, Council voted to accept all four proposals and requested that complete formal bids be submitted in time for selection by Council at its 1992 Annual Meeting (19 for; 4 against; 2 abstain). No other proposals will be considered. (Action Item: Secretary General)

3. Honorary Treasurer. (see report)

The Treasurer reported that although IEA activity has greatly increased, the budget impact has not yet been great, so no dues increase was being requested at this time (Council formally considers an increase every three years at the time of the IEA Congress). However, so as not to completely close the door for the next three years, He suggested that Council might wish to keep the option of a dues increase open for consideration

next year. This option later was put in the form of a motion as Action Item D28: Membership fee, and was approved (23 for; 1 abstain). (Action Item: Treasurer)

B. Committee Reports:

1. Policy and Planning (see report)

Agenda item D12. Proposed change to Rule 12, Par. 2 to clarify the commencement of membership and basis of fees calculations (see P & P report, section 4).

Changes to sections on clarifying commencement of membership and procedure for dealing with members in arrears for two years passed unanimously (25 for). Section on changing the basis of dues from "voting members" to "paying members" also passed (16 for; 7 abstain). These changes will be incorporated into the "Rules". (Action Item: Secretary General)

Agenda item D8: Policy on nature of IEA financial support of industrially developing countries.

Covered in P & P report; no action required.

Agenda item D9: Summary of IEA activities in support of industrially developing countries.

Covered in P & P report; no action required.

Agenda item D10: Survey of federated societies.

Covered in P & P report. 17 societies have completed and returned the survey. I. Noy will follow up with those societies that have not responded. M. Robertson, HFS Bulletin Ed. for international affairs, will compile and analyze the results. A draft report of the results will be distributed to each society for comment. Importance of the survey data for providing the IEA and the federated societies with a good composite global picture of ergonomics was reemphasized. The results will be used by IEA in formulating its long range plan. (Action Item: P & P)

Agenda item D11: Dissemination of IEA information on Congresses, etc.

Information on how best to do this should come out of the results of the IEA survey of federated societies (see D10, above). Item tabled pending analysis of survey data. (Action Item P & P)

Agenda item D12: Proposed revision to the "Policy on Support of Conferences".

See revision distributed to Council members and federated societies with the Preliminary Agenda. The following changes to the draft document were proposed by Council and will be incorporated into the final document by the Secretary General:

Paragraph 1.2(i) Reporting Requirements, fourth line: Delete the sentence beginning with "It is expected..."

Paragraph 1.4 IEA, second line: Insert ", as far as possible," following the word "facilities".

Paragraph 1.4(e), first line: Insert ", if possible" following the word "should".

(Action Item: Secretary General).

2. Education and Training (see report)

Agenda item D13: TEMPUS.

P. Rookmaaker proposed that IEA help identify partners (European institutions) to cooperate on TEMPUS projects. K. Lakatos added teacher and student exchange programs. E & T will work with Eastern European IEA Council members to determine needs, etc. (Action item: E & T)

Agenda item D14: HETPEP progress.

See E & T report, section 2. For those members of Council who are interested, a more extensive summary is scheduled for presentation during the Congress.

Agenda item D15: Revision of IEA Directory of Graduate Programs in Ergonomics.

See E & T report, section 3.1. This project is

just getting started. Dick Pearson, editor of the previous editions, will be contacted during the Congress. (Action Item: E & T)

Agenda item D16: Elsevier proposal.

See E & T report, section 3.2. P. Rookmaaker and H. Ward will go back to Elsevier to try and negotiate a more favorable arrangement to help industrially developing countries. (Action Item: Publications)

3. Science and Technology (see report)

Agenda item D17: IEA Sponsorship of the 3rd VDU Conference, Berlin, 1992.

S & T made a motion for approval; motion passed (24 for; 1 abstain). (Action Item: S & T)

Agenda Item D18: IEA sponsorship of a Systems Technology Conference, University of Lethbridge, Canada.

No action at this time as still awaiting a response from the organizer as to level of participation requested.

Agenda item D19: Sponsorship of an IEA Conference on Human Factors and Efficient and Environmentally Friendly Manufacturing, Europe, 1993.

No action at this time; awaiting a formal proposal from the potential organizers. Executive Committee has endorsed the idea in principle.

Agenda item D29: IEA sponsorship at the "Conference Cooperation" level of INTER CHI'93, Amsterdam, April 24-29, 1993.

Sponsorship motion By B. Shackel was approved unanimously (25 for). (Action Item: S & T)

4. Publications. (see report)

Agenda item D20: Ergonomics Society Industrial Developing Countries Fund usage.

H. Ward reported that the Ergonomics Society has

not yet prepared a proposal. Proposal should be submitted in time for IEA Midyear Executive Committee Meeting. (Action Item: Ward)

Agenda items D21 & D28: Ergonomics publications list for WHO; and for books and journals for industrially developing countries.

Under development; an initial list for South-East Asia has been developed and provided by A. Manuaba. (Action Item: Publications)

Agenda item D22: UNESCO monograph on ergonomics

Proposal idea being further explored with UNESCO by H. Ward. (Action Item: Publications)

5. Promotion and Public Relations (see report)

Agenda item D23: Sustaining Individual Member category proposal.

Executive Committee agreed not to propose this new category to Council; IEA is comprised of organizations, not individuals.

Agenda item D24: IEA traveling seminar.

Pilot project under active planning in collaboration with the South-East Asian Society (A. Manuaba). Project transferred from P & Pr. to E & T Committee. General plan is to support the travel of one or two ergonomists from the developed countries who have expertise in the required areas to conduct the seminar collaboratively with South-East Asian ergonomists. Required areas of expertise and method for selecting the ergonomists have not yet been determined. (Action Item: E & T)

C. REPORTS ON IEA CONGRESSES/CONFERENCES

1. 11th Congress, Paris, France, July 15 -20, 1991

A Wisner, Congress Chair, reviewed the process used in developing the technical program. He reported the following information regarding the Congress:

a. 200 students participating at no charge.

- b. simultaneous translation in 3 rooms; cost covered by French agencies and firms.
- c. French agencies and firms, all toll, are covering about 1/3rd of the congress cost.
- d. 750 papers were accepted.
- e. over 1350 registrants; expected to reach over 1400. Original estimate was about 800 if not adversely influenced by Kuwait situation or recession.
- f. 45 countries represented.
- g. Hospital Ergonomics satellite conference attendance was over 400; very successful.

2. 12th Congress, Toronto, Canada, Aug 14-19, 1994.
(see handout)

Congress Chair I. Noy will be requesting \$15,000 Canadian in seed funds. Planning is well underway; Castle Harbour Hotel, an outstanding conference venue, has been booked. Additional housing in various price ranges is planned. Extensive involvement of IEA S & T subcommittees is anticipated, and coordination planning has begun.

3. 13th Congress, Helsinki, Finland, June 28 - July 5, 1997.

I. Kuorinka, Congress Chair reported that early planning is underway.

4. Gerontechnology: First International Conference on Technology and Aging.

Planning and organization are progressing well.

5. HCI International '91, Stuttgart, Germany, September 2 - 6, 1991.

O. Brown, Jr. reported that this is not an IEA sponsored conference in that the organizers never officially requested IEA sponsorship. However, IEA has cooperated in distributing brochures to Council members and federated societies.

6. International Conference on Computer-Aided Ergonomics and Safety, Tampere, Finland, May 18-20, 1992.

O. Brown, Jr. reported that this is an approved IEA conference at the "Conference Cooperation" level.

7. 2nd Pan-Pacific Conference on Occupational Ergonomics, Wuhan, China, November 1-5, 1992.

The Executive Committee had approved this conference at its midyear meeting, subject to assurances that coordination had been affected with the Japanese, Australian and South-East Asian societies, and determination of the level of support desired. This information was received by O. Brown, Jr. from the Conference organizers prior to the Council Meeting. S. Renfang gave Council a brief overview of the Conference organization and planning. Approval is at the "Conference Cooperation" level.

8. IEA World Conference on Ergonomics of Materials Handling, Poland, 1993.

This conference had been approved, in principle, at the 1990 Council meeting in Kyoto. A motion to approve the conference at the newly established "IEA Conference" level (See revised Policy on Support of Conferences), subject to approval of the budget and determination that the Conference will comply with the new category requirements by the Executive Committee, passed (21 for; 4 abstain). (Action Item: Treasurer; Executive Committee)

D. Discussion/Action Items not covered as part of the above reports.

Agenda item 27: Election of Officers.

Nominees, including those in writing from the floor during the Council meeting were as follows:

President: Hal Hendrick (USA)
Brian Shackel (UK)

Secretary General: Agnes Saaby (Denmark)
Pieter Rookmaaker (Netherlands)
Margaret Bullock (Australia)

Treasurer: Ian Noy (Canada)
Hughes Monod (France)

Those elected for the 1991 - 1994 period were:

President: Hal Hendrick
Secretary General: Pieter Rookmaaker
Treasurer: Ian Noy