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## Preliminary Call for Proposals Human Factors and Ergonomics Society 49th Annual Meeting

Orlando, Florida • September 26–30, 2005

*Barrett Caldwell, Chair, Technical Program Committee*

The 49th Annual Meeting of the Human Factors and Ergonomics Society offers opportunities for participants to submit creative proposals for program materials of all kinds. Proposals are welcome from HFES members and nonmembers. New formats for presenting human factors efforts are also encouraged. Participants are invited to present proposals that will include case studies, debates, demonstrations, competitive product designs, videotapes, new methodologies, on-site experiments, and posters. Although traditional lecture and panel sessions will be the core of the program, innovative formats are especially welcome.

The meeting will be held at the Royal Pacific Resort at Universal Citywalk in Orlando, Florida. The Call for Proposals will be mailed to the membership and posted at the HFES Web site (<http://bfes.org>) in November 2004. This early announcement's purpose is to stimulate your interest in advance of the formal solicitation.

Most of the sessions will be organized by the Society's technical groups. The Call for Proposals will include the names of program chairs for each of these groups. In addition, you will have the opportunity to submit proposals to the chairs of General Sessions, Workshops, and Special Sessions.

On-line submission and review will be available to expedite the review process. Authors whose proposals are accepted will be encouraged to submit a five-page proceedings paper.

**Key Dates**

Proposals of all presentation types (lecture, panel, symposium, demonstration, workshop, seminar, alternative format, debate, poster, etc.) are due **FEBRUARY 8, 2005**. Acceptance notification will be sent in late March.

**Submitting Proposals**

Detailed instructions for submission materials will be included in the Call for Proposals; all submissions will be uploaded to a Web site to be listed in the instructions. Proposals should be submitted to one program chair only; do not send duplicate proposals to different chairs. All research and analyses described in your proposal must be complete at the time the proposal is submitted.

Visual aids used during presentations at the annual meeting will be expected to conform to written guidance that will be included with the proceedings paper instruction kit. Computers

and computer projectors will be provided for displaying Power-Point and other electronic visual aids.

**Workshops**

Workshops emphasize how-to, hands-on instruction and may be offered for continuing education credit in three- or six-hour sessions.

Decisions on final acceptance will be made after receipt of all course materials in acceptable and presentable form by the Workshops chair. Underenrolled workshops are subject to cancellation at the sole discretion of HFES.

An honorarium of \$500 is paid for each three-hour workshop and \$1,000 for full-day workshops, to be divided among the instructors. Continuing Education Units are provided by North Carolina State University. The Society provides copies of handouts required for the workshop to registered attendees.

**Posters**

Poster sessions are intended for presenters who desire a more intimate and interactive relationship with the audience and/or wish to give a more detailed presentation than can be accommodated in conventional lecture sessions. Posters are on display for half a day and provide the entire 90-minute period for your presentation.

Proposals for work that has not been completed by the proposal due date will not be considered.

**Student Forum Sessions**

HFES encourages proposals geared toward students. Past sessions include presentations on skills for transitioning from school to work or to an HF/E career from another field, employment trends in the HF/E field, and improving interviewing and résumé-writing techniques. HFES encourages students to submit work for a "Student Work Only" lecture session. Submission of completed work is desirable; however, work in progress will also be accepted.

Posters afford the opportunity for discussions and constructive interactions with the author; the primary goal of the Student Forum is to also give students experience in making an oral presentation. Therefore, posters will not be accepted in the Student Forum category.

*continued on page 5*

## Executive Council Meeting Report

The HFES Executive Council held its annual meeting at the Sheraton New Orleans Hotel on September 18–19, 2004. Below is a summary of the decisions and actions taken at that meeting.

### 2004 and 2005 Budgets

The following revisions to the 2004 budget were approved:

#### Income

Membership . . . . .	\$630,766
Membership Services . . . . .	53,100
Communications/Publications . . . . .	355,820
Annual Meeting . . . . .	235,108
HFES Institute . . . . .	22,250
Miscellaneous . . . . .	5,500
<b>Total estimated income . . . . .</b>	<b>\$1,302,544</b>

#### Expenses

Membership Services . . . . .	\$ 66,945
Publications . . . . .	312,962
Administrative . . . . .	638,159
HFES Institute . . . . .	31,989
Committees, Officers . . . . .	67,397
Annual Meeting . . . . .	90,117
Interorganizational . . . . .	12,846
<b>Total estimated expenses . . . . .</b>	<b>\$1,220,415</b>
<b>Estimated surplus . . . . .</b>	<b>\$ 82,129</b>

Council approved the following budget for 2005:

#### Income

Membership . . . . .	\$637,500
Membership Services . . . . .	53,150
Communications/Publications . . . . .	396,725
Annual Meeting . . . . .	208,750
HFES Institute . . . . .	17,000
Miscellaneous . . . . .	6,000
<b>Total projected income . . . . .</b>	<b>\$1,319,125</b>

#### Expenses

Member services . . . . .	\$ 85,593
Publications . . . . .	333,725
Administrative . . . . .	662,216
HFES Institute . . . . .	38,000
Committees, Officers . . . . .	90,275
Annual Meeting . . . . .	84,000
Interorganizational . . . . .	17,266
<b>Total projected expenses . . . . .</b>	<b>\$1,311,075</b>
<b>Projected surplus . . . . .</b>	<b>\$ 8,050</b>

### Membership

Council approved new members and changes in membership status as follows: 24 Full Members, 17 Associates, 11 Affiliates, 76 Student Affiliates; 10 Associate to Full Member, 1 Transitional Associate to Associate, 4 Affiliate to Full Member, 2 Full Member to Emeritus Member, 25 Student Affiliate to Transitional Associate.

### Outreach

HFES will participate as a new coalition partner in the American Institute of Physics-sponsored outreach program, Discoveries and Breakthroughs Inside Science (DBIS). With funding assistance from the National Science Foundation and contributions from other coalition partners (among which are the Optical Society of America and the American Society of Mechanical Engineers), DBIS produces 90-second science news stories for broadcast on subscribing local TV news stations. The Society will help to develop news stories, work with production staff on scripts, have access to previous stories, and be able to use produced stories to help promote the human factors/ergonomics field. To view previous DBIS news stories, go to <http://www.aip.org/dbis/>.


### Publications and Communications

Council approved the following Communications and Publications Subcouncil recommendations: (a) Nancy J. Cooke was appointed as editor of *Human Factors* beginning January 1, 2005. (b) A features editor will be selected to assist staff in developing lead articles for the *HFES Bulletin*. See the call for candidates on page 3. (c) A Web news editor will be appointed for the new HFES site when it becomes available. Watch future issues for a call for candidates. (d) *Human Factors* authors will receive a complimentary PDF copy of their papers. (e) Those requesting permission to reprint materials from HFES-copyrighted publications will no longer be required to obtain the consent of the primary author of the work being reprinted; HFES permission is sufficient.

Executive Council also approved a proposal to publish a new HFES journal, *Cognitive Engineering and Decision Making*. HFES Fellow Mica Endsley will serve as editor in chief. See page 3 for an abbreviated call for submissions to the new journal.

### Technical Groups

Council endorsed the recommendation of the Medical Systems and Rehabilitation Technical Group to change the TG's name to Health Care Systems Technical Group.



# Bulletin

**Volume 47, Number 10      October 2004**

The *HFES Bulletin* (ISSN 1527-3660) is published monthly by the Human Factors and Ergonomics Society, 1124 Montana Ave., Suite B, Santa Monica, CA 90403 USA, <http://hfes.org>. Address inquiries and address changes to HFES, P.O. Box 1369, Santa Monica, CA 90406-1369 USA, 310/394-1811, fax 310/394-2410, <http://hfes.org>.

Copyright © 2004 by the Human Factors and Ergonomics Society. Printed in the USA. The *HFES Bulletin* is provided to members of the Society (\$10 of annual dues covers member subscriptions); nonmembers may subscribe for \$40/year. Periodicals postage paid at Santa Monica, CA, and additional mailing offices. USPS #018-206.

## Renew Your Membership for 2005!

HFES is grateful for your membership and looks forward to continuing to serve you in 2005. Renewal statements will soon be in the mail. There is no dues increase over the 2004 rate. Please renew by January 31, 2005, to ensure that your contact information appears in the 2005–2006 *Directory and Yearbook* and to avoid the \$15 postage surcharge.

Your dues during 2005 will support a number of critical initiatives, both new and ongoing. As described on page 2 in the Executive Council meeting report, HFES will engage in a significant outreach activity through partnership in the American Institute of Physics program, Discoveries and Breakthroughs Inside Science. The Society will also be starting a new journal to provide a much-needed publication venue for those working in the cognitive engineering domain.

Please encourage your colleagues to join HFES. This is now a much simpler process, following the approval of revised Bylaws by the voting membership in August. Applicants are no longer required to obtain the signatures of endorsers – they merely provide their qualifications on the application form.

## Bulletin Features Editor Sought

HFES is seeking an editor to assist staff in developing lead feature stories for the *HFES Bulletin*. The features editor's role and responsibilities are envisioned as follows: Develop and obtain articles about news, trends, activities, and findings in the human factors/ergonomics field that will be of interest to a broad range of members but do not fit the editorial requirements of other HFES periodicals. Examples of such feature articles include the following recent items:

- "How to Get NSF Research Funding" (March 2004)
- "Ergonomics in Education" (February 2004)
- "This Belt's For You, America" (January 2004)
- "Recent Human Factors Contributions to Improve Military Operations" (December 2003)

The features editor would serve a two-year renewable term and would be responsible for obtaining six to ten 1000-1500-word feature articles per year. Articles may be solicited by direct invitation, calls for papers, and other methods.

The features editor would work directly with the HFES communications director with regard to scheduling and planning and would deliver completed articles to the Communications Department.

If you are interested in applying for the features editor position, please send a letter describing relevant experience, ideas, and suggestions to Communications Director Lois Smith, [lois@hfes.org](mailto:lois@hfes.org), fax 310/394-2410.

## New Cognitive Engineering Journal Seeking Submissions

The Human Factors and Ergonomics Society is pleased to announce a new journal, the *Journal of Cognitive Engineering and Decision Making*.

The new journal focuses on research that seeks to understand how people engage in cognitive work in real-world settings and on the development of systems that support that work. The journal features research on human cognition and the application of this knowledge to the design and development of system interfaces, automation, aids and other support systems, training programs, personnel selection devices, and coordination environments for people who work in teams or groups.

Research that is conducted in both ecologically valid task simulations and in field settings will be included. The journal will focus on advances in the theory of cognition in naturalistic work environments, empirical results obtained from the study of decision processes, cognitive engineering initiatives, cognitive modeling, and innovative methodologies for conducting research in simulation and natural settings.

Submissions now are invited. Manuscripts should be submitted electronically, in *APA Publication Manual* (5th edition) format, to [cedm.journal@satechnologies.com](mailto:cedm.journal@satechnologies.com).

Submissions may include case studies, advances in theory, developments in research methods, metacognitive modeling, and empirical and experimental work capturing critical information on human cognition and on the impact of system design characteristics on the cognition and performance of individuals and teams. The journal will address studies in many domains, including aviation, air traffic control, process control, transportation, manufacturing systems, maintenance and diagnostic systems, system design, medical and emergency services, teleoperations and supervisory control, command and control, and military systems.

The *Journal of Cognitive Engineering and Decision Making* features three main tracks:

- **Cognition in Context** – including naturalistic and ecological studies of domain-embedded knowledge and reasoning, cognitive task analyses, cognitive work analyses, cognitive field research, and knowledge elicitation.
- **Studies in Simulations and Synthetic Environments** – emphasizing cognitively rich environment, and a reliance on domain experts working as individuals or in teams.
- **Design of Complex and Joint Cognitive Systems** – including training and support systems for individuals, teams, and complex sociotechnical systems. Studies might involve evaluations of systems or envisioning exercises, and empirical analyses capturing critical information on the impact of system designs on cognition and collaboration.

For more information about the *Journal of Cognitive Engineering and Decision Making*, go to <http://www.hfes.org/publications/cedmjjournal.html>.



# 2003 Financial Report

The Human Factors and Ergonomics Society's 2003 audited financial report, received by Secretary-Treasurer Mica J. Endsley in December 2003, was prepared by Castillo & Ebenhoch, an accountancy corporation. The firm audited the following statement of assets and liabilities – cash basis of Human Factors and Ergonomics Society, Inc. (a nonprofit organization) at December 31, 2003, and the related statements of revenues and expenses – cash basis and of changes in fund balance – cash basis for the twelve months then ended. These financial statements are the responsibility of the Human Factors and Ergonomics Society's management. The firm's responsibility is to express an opinion on these financial statements based on its audit.

In addition to the regular Society funds, the firm reviewed the A. Chapanis Award Funds. These funds had a balance of \$21,099 at January 1, 2003; at December 31, 2003 the balance was \$21,233.

The firm conducted its audit in accordance with generally accepted auditing standards. Those standards require that the firm plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. The firm believes that its audit provides a reasonable basis for its opinion.

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In the firm's opinion the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and fund balances of Human Factors and Ergonomics Society, Inc. as of December 31, 2003, and its revenue, expenses, and the changes in its fund balances for the twelve months then ended, in conformity with the basis of accounting described in Note 1.

**Statement of Assets and Liabilities – Cash Basis  
December 31, 2003**

**Assets**

**Cash on deposit**

Bank of America Checking . . . . .	\$379,783
Total Cash on Deposit . . . . .	<u>\$379,783</u>

**Investments**

Vanguard STAR Fund, at cost (Note 7) . . . . .	7,111
<b>Total assets</b> . . . . .	<b>\$386,894</b>

**Liabilities and Fund Balance**

Reserve for current payable (Note 3) . . . . .	\$ 12,000
Total liabilities . . . . .	\$ 12,000
Fund balance . . . . .	374,894
<b>Total liabilities and fund balance</b> . . . . .	<b>\$386,894</b>

**Statement of Changes in Fund Balance – Cash Basis  
for the 12 Months Ended December 31, 2003**

Balance – January 1, 2003 . . . . .	\$263,462
Less: excess of expenses over revenues . . . . .	(111,432)
<b>Balance – December 31, 2003</b> . . . . .	<b>\$374,894</b>

**Statement of Revenues and Expenses – Cash Basis  
for the 12 Months Ended December 31, 2003**

**Revenues**

Individual memberships . . . . .	\$614,269
Sustaining memberships . . . . .	15,125
Publications . . . . .	366,822
HFES Institute . . . . .	22,735
Annual meeting . . . . .	252,048
Placement . . . . .	49,753
Miscellaneous . . . . .	9,790
<b>Total revenues</b> . . . . .	<b>\$1,330,542</b>

**Expenses**

**Publication Expenses:**

HFES Bulletin . . . . .	\$ 39,447
Human Factors Journal . . . . .	131,166
Directory and Yearbook . . . . .	27,134
Ergonomics in Design . . . . .	58,040
Books . . . . .	9,039
Proceedings . . . . .	1,310
Other publication expense . . . . .	22,580
<b>Total publication expense</b> . . . . .	<b>\$288,716</b>

**Member Services:**

Mailings expenses . . . . .	22,130
Placement Service . . . . .	36,117
Committee and other (Note 4) . . . . .	70,396
Annual Meeting . . . . .	90,056
Member Services . . . . .	31,443
Computer, Web site, & related expenses . . . . .	38,207
Interorganizational . . . . .	12,117
<b>Total Member Services</b> . . . . .	<b>\$300,466</b>

**General and Administrative Expense:**

Salaries and related costs . . . . .	469,594
Office expense . . . . .	137,274
Accounting and legal . . . . .	23,060

**Total General and**

**Administrative Expense** . . . . . **\$629,928**

**Total Expenses** . . . . . **\$1,219,110**

**Excess of revenues over expenses** . . . . . **\$111,432**

**Note 1 – Summary of Significant Accounting Policies**

This summary of significant accounting policies of Human Factors and Ergonomics Society, Inc. (the organization) is presented to assist in understanding the organization's financial statements. The financial statements and notes are representations of the organization who is responsible for their integrity and objectivity.

*Activity.* The organization is a non-profit entity. The organization is an interdisciplinary organization of professional workers concerned with the role of humans in complex systems, the design of equipment and facilities for human use, and the development of environments for comfort and safety. The membership is composed of psychologists, engineers, physiologists, and other scientists from the United States and around the world.

Human Factors and Ergonomics Society, Inc. promotes research and the application of human factors in the design, development, use, and evaluation of machines, systems, environments, and devices.

*Basis of accounting.* The organization's policy is to prepare its financial statements on the cash basis of accounting; consequently, certain revenues are recognized when received rather than when earned, and certain expenses and purchases of assets are recognized when cash is disbursed rather than when the obligation is incurred.

**Note 2 – Property and Equipment**

It is the organization's policy to expense all capital assets purchased throughout the year.

**Note 3 – Reserve for Current Payable**

This represents a segregation of surplus for bills due at December 31, 2003. This represents \$12,000 for miscellaneous payables.

**Note 4 – Committee and Other**

Awards . . . . .	\$ 1,000
Chapter Affairs . . . . .	667
Miscellaneous . . . . .	17,360
HFES Institute . . . . .	29,293
Technical Program . . . . .	120
Executive Council . . . . .	21,956
	<u>\$70,396</u>

**Note 5 – Concentrations of Credit Risk**

The organization maintains its cash balances at several financial institutions located in Santa Monica, California. Accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$100,000. At December 31, 2003, there was an uninsured cash balance of \$279,783.

**Note 6 – Pension Plan**

The Organization has a Tax-Deferred Annuity Plan using Teachers Insurance and Annuity Association-College Retirement Equities Fund (TIAA-CREF) Annuities that meet the requirements of section 403(b)(1) of the Internal Revenue Code.

Benefits are provided by individually insured contracts issued by TIAA-CREF to each participant. The guaranteed rate basis for premiums applied to TIAA Retirement Annuity contracts is in accordance with the terms of the participant's individual annuity contract.


The plan is a defined contribution plan, which covers all full-time employees with two years of service. The plan calls for contributions of 10% of compensation for participants for the first three years in the plan and 12.5% of compensation thereafter.

**Note 7 – Investments**

The organization has the following mutual fund with the Vanguard Group.

	<b>Cost</b>	<b>Fair Market Value</b>
376.473 shares of Vanguard STAR Fund . . . . .	\$7,111 . . . . .	\$6,845

**Note 8 – Income Tax Status**

The organization is exempt from federal income tax under Section 501(C)(3) of the Internal Revenue Code. However, income from certain activities not directly related to the organization's tax-exempt purpose is subject to taxation as unrelated business income. For 2003 the organization has no tax on unrelated business income. In addition, the organization qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization other than a private foundation under Section 509(a)(2). 

## Preliminary Call for Proposals

(continued from page 1)

The format of Student Forum sessions will be such that feedback on work in progress can be freely given. There will be at least one student reviewer for each submission.

### Special Sessions (Demonstrations, Videos, etc.)

You are invited to submit proposals for demonstrations, videos, on-site experiments, competitive product designs, new methodologies, case studies, or any other presentations that are not appropriate for traditional formats. We particularly encourage innovative ideas about alternative format sessions that will enhance the value of attendance at the annual meeting. These proposals will be reviewed by the Special Sessions chair, and reviews will be coordinated with the appropriate technical groups.

### Proceedings Publication and HFES Copyright

Authors of accepted lecture, panel, symposium, poster, and demo proposals will be invited to submit a paper for publication in the proceedings CD-ROM. Paper length and other requirements will be described in the instruction kit mailed to authors in April. It is the Society's policy to obtain copyright for all papers published in the annual meeting proceedings (except for work performed by government employees or under government contract, which may be in the public domain). However, the author and/or author's employer may reuse the material for any purpose without restriction or fee. Contact the Communications Department (see below) for more information.

### Nonmembers Are Welcome to Submit Proposals

Participation in the 49th Annual Meeting is open to both members and nonmembers of the Society. All speakers are required to pay the registration fee. If you know of nonmembers who would like to receive a copy of the Call for Proposals, please invite them to contact HFES at P.O. Box 1369, Santa Monica, CA 90406-1369 USA, 310/394-1811, fax 310/394-2410, lois@hfes.org. ☒

## FELLOWS

## Invitation for Applications for HFES Fellow

The Human Factors and Ergonomics Society's Fellows Selection Committee hereby invites applications for Fellows and Honorary Fellows of the Society to be elected in 2005. "Fellow" is a special class of Society membership, as established in the By-laws, Article I, Section 4. Beginning this year, individuals may apply for Fellow status on their own behalf, or, as always, they may submit an application (formerly nomination) on behalf of another.

Election to Fellow status is an honor conferred by distinguished colleagues to recognize outstanding achievement, consistently superior professional performance, exceptional contributions, personal service to the Society, and other meritorious accomplishments by Society Members. For Honorary Fellows, there is no criterion of service to the Society. Any voting Member of the Society in good standing (except members of the Fellows Selection Committee) may apply by completing the application forms for

Fellow. No limitation is placed on the number of times a Member may be considered for election to Fellow or Honorary Fellow.

The Fellow Application Package, including instructions, nomination and recommendation forms, and supporting information, may be obtained from HFES, P.O. Box 1369, Santa Monica, CA 90406-1369, lynn@hfes.org. Prospective applicants should carefully review the rules and regulations for Fellow designation and the guide for preparing the contribution statement in the application package prior to initiating the process.

The applicants must solicit recommendations from three other voting Members who are willing to provide written recommendations in support of the candidate. The meritorious contributions of the applicant must be detailed in the application form and must be supported by evidentiary documentation and included with the package.

The completed application package (application form, recommendation form, candidate's vitae or résumé, and supporting documentation) must be received by the Fellows Selection Committee at the HFES central office on or before *February 1, 2005*. Applications approved by at least two-thirds of the Fellows Selection Committee and a majority of the full Executive Council will be recommended for approval to all Fellows by mail ballot. ☒

## CALLS FOR PAPERS

## 2005 SID Symposium Call for Papers

The Society for Information Display (SID) is seeking submissions of original papers on all aspects of research, engineering, application, evaluation, and utilization of displays for the 2005 SID International Symposium, Seminar, and Exhibition. The 2005 SID conference will take place May 22–25, 2005, in Boston.

Submissions are encouraged on active-matrix devices, applications, applied vision/human factors, display measurement, display systems, emissive displays, organic light-emitting diodes (OLEDs), projection displays, and liquid-crystal and other nonemissive displays.

The due date for submitting abstracts is *December 1, 2004*. For more information, contact Bill Klein at wklein@pcm411.com, or go to <http://www.sid.org/conf/sid2005/call.pdf>.

## CybErg 2005 Call for Papers

The 4th International Cyberspace Conference on Ergonomics is extending a call for papers for its triannual virtual ergonomics conference. The CybErg conference series is based on the principle of internationalizing ergonomics knowledge and increasing the quality of ergonomics discussion by making conference attendance easier, quicker, and cheaper than face-to-face conferences. The next conference will be held on September 15–October 15, 2005.

Abstract submissions for full papers and proposal submissions for posters are due *December 15, 2004*, and abstract submissions for short papers are due *January 21, 2004*. For more information about CybErg 2005, e-mail [cyberg2005@umthombo.wits.ac.za](mailto:cyberg2005@umthombo.wits.ac.za) or go to <http://cyberg.wits.ac.za/>. ☒

## HFES Speakers Bureau at Work

By *Kim Sherman, NEM Committee*

The newly formed HFES Speakers Bureau has had several successes in locating and providing speakers with human factors/ergonomics (HF/E) experience. In August the bureau was able to find a speaker for the 1st Annual Adaptive Displays Conference, held in Los Angeles on August 7. Missy Cummings, a professor in the Aeronautics and Astronautics Department at the Massachusetts Institute of Technology, presented "The Need for Command and Control Instant Message Adaptive Interfaces: Lessons Learned from Tactical Tomahawk Human-in-the-Loop Simulations." Cummings' expertise was a great fit for this speaking opportunity and was very well received at the conference. This success story helps us reach our goal of introducing HF/E to 10 million adults by 2010.

The HFES Speakers Bureau asked for volunteers in January 2004, and many HFES members have responded. Since that time we have signed up more than 20 volunteers throughout the country, but we are still seeking more. If you would like to share your HF/E knowledge with organizations in your area, sign up today. Increasing our network of volunteers will help us increase the chances of fulfilling more speaking requests. If you are interested in becoming a volunteer, please contact us at [hfes\\_volunteers@hfesnem.org](mailto:hfes_volunteers@hfesnem.org).

We also need help in getting the word out about the HFES Speakers Bureau. Since its inception, the bureau has contacted teaching organizations and made them aware of our service, but our goal is to reach out to more organizations. Tell your friends and colleagues working outside the HF/E profession about the HFES Speakers Bureau. Let them know how easy it is to get HF/E professionals to participate in their events. To request speakers, send an e-mail to [hfes\\_speakers\\_Bureau@hfesnem.org](mailto:hfes_speakers_Bureau@hfesnem.org).

Additional information about volunteering and the HFES Speakers Bureau is available at <http://www.hfesnem.org/>. We would love to hear from you! ☉

### News

## Human Factors Series in *JC7QS*

The *Joint Commission Journal on Quality and Safety* recently launched a new human factors engineering series designed to highlight human factors/ergonomics (HF/E) in health care. This series brings to life the types of patient safety activities that can be affected and improved by HF/E, backed with science and evidenced-based evaluation.

Editor John Gosbee began the series in the April 2004 issue with Laura Lin Gosbee's "Nuts! I Can't Figure Out How to Use My Life-Saving Epinephrine Auto-Injector!", an exploration into why so many people – health care professionals and patients alike – find it difficult to understand how to use the penlike devices that hold injectable epinephrine for treating severe allergic reactions.

*JC7QS* regularly features articles on methods, tools, and strategies for improving patient safety, but the new series marks the first time a health care journal has published a series of articles about human factors engineering-related issues in hospitals and other health care organizations. Many of the authors represented in the series – Pascale Carayon, Laura Lin Gosbee, Ben-Tzion Karsh, Edmond W. Israelski, and Shawna J. Perry – are HFES members.

Each article follows a similar format: case study, HF/E analysis, and HFE-related recommendations. The case study illustrates or provides a bridge to one to two key HF/E principles and methods; this approach is often used to introduce HF/E to new audiences. Some of the authors highlight the link from the HF/E analysis to more commonly understood health care safety and quality processes, such as root-cause analysis, procurement of new devices, and morbidity and mortality conferences. Other authors use HF/E principles to analyze or anticipate the promises and pitfalls of safety remedies, such as warning labels and computerized order entry. Most important, the authors provide recommendations specific enough so that most readers can do something or change something in their organization within days or weeks.

The *Joint Commission Journal on Quality and Safety* invites submissions on the application of HF/E to health care for consideration in an HF/E department that John Gosbee will continue to edit for the journal. For more information about the HF/E Series and *JC7QS*, including information on subscriptions and on how to submit a manuscript, go to <http://www.jc7inc.com/subscribers/journal.asp?durki=454> or write to John Gosbee at [john.gosbee@med.va.gov](mailto:john.gosbee@med.va.gov) or Steven Berman at [sberman@jcaho.org](mailto:sberman@jcaho.org).

## SBIR/STTR Biomedical Research Encouraged

Following the adoption of a presidential order signed on February 26, 2004, Small Business Innovation Research (SBIR)/Small Business Technology Transfer (STTR) agencies have been directed, to the extent permitted by law and in a manner consistent with the mission of the department, to give high priority within the SBIR and STTR programs to manufacturing-related research and development. The National Institutes of Health (NIH), Centers for Disease Control and Prevention (CDC), and the Federal Drug Administration (FDA) are expanding their foci by encouraging biomedical research related to advanced processing, manufacturing processes, equipment and systems, and manufacturing workforce skills and protection.

The NIH, CDC, and FDA encourage research related to advanced processing in the manufacture of biomedical products and the implementation of new technologies in medical care. New methods, procedures, measures, and controls are needed for manufacturing a broad range of technologies and products with unsurpassed quality and to lower manufacturing costs for existing and new processes. Research is also encouraged that can contribute to the containment and reduction of health care costs and that can improve the cost-effectiveness, quality, and accessibility of the health care system.

Application receipt deadlines for SBIR/STTR research grants are December 1, April 1, and August 1. For more information, go to <http://grants.nih.gov/grants/guide/pa-files/PA-04-161.html>. ☉

# Bulletin

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## FLASH!

### Dues Renewals

Please renew your membership by **January 31, 2005**, to avoid the \$15 postal surcharge.

### Invitation for Fellows Applications

Completed applications for Fellows are due **February 1, 2005**. For more information about the application process, e-mail [lynn@hfes.org](mailto:lynn@hfes.org).



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