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ANNUAL MEETING3

JOURNAL4

Women's Issues Task Force Report

by *Deborah A. Boehm-Davis,
Mary Carol Day, John F. Kelley,
Christine Mitchell, Thomas
Sheridan, and Earl Wiener*

In 1998, the Executive Council established an ad hoc committee to look into the issue of gender equity in the Society. Although HFES was largely male dominated in its early years, the percentage of women in the Society has grown over time. However, there was concern on the part of a number of senior women that the Society was not as supportive of the development and recognition of women as it could or should be. As a result, the Women's Issues Task Force was formed. The members appointed to this committee are Deborah A. Boehm-Davis, (cochair), Mary Carol Day (cochair), John F. Kelley, Christine Mitchell, Thomas Sheridan, and Earl Wiener.

The committee made the initial assumption that there was no reason to expect that the percentage of women found in a particular position in the Society (e.g., Fellow, officer) would be different from the percentage of eligible women in the Society in the period being investigated. Based on this assumption, the committee decided to investigate whether women were proportionally represented in key HFES activities – specifically, in elected and appointed positions of leadership and in the honorary position of Fellow. This included determining the percentage of male and female members and Fellows and the percentage of women represented as Executive Council members, standing committee chairs, technical group chairs, chapter officers, and reviewers on the journal's editorial board.

The committee was initially hampered by the fact that HFES had never requested demographic information from the membership. Thus, the percentage of women in the Society as a whole and in specific positions was unknown. Although some of this information is available from an examination of the *HFES Directory and Yearbook*, the gender of all the individuals cited must be known. At the end of 1998, data on gender were collected for the first time, allowing us to move forward.

Based on the data, the committee concluded that although progress has been made over the past 10 years, women have been underrepresented in some leadership positions within the Society. The remainder of this report describes the data on which our conclusion is based and some actions that are being taken in response to this finding. The committee recognizes that any long-term solution must come from the grass roots; however, the leadership of HFES has taken some steps to make changes.

Membership

The membership figures provided here are based on approximately 89% of members (4333 of 4487) who reported their gender. The overall percentage of women in the Society is 27.5%, and the overall percentage of men is 72.5%. However, if the comparison is limited to voting Members (i.e., full Members and Fellows), only 22% are women and 78% are men. Because eligibility for most leadership positions requires full (i.e., voting) membership, these latter figures form the appropriate basis for most representation estimates.

From a different perspective, 75% of the male members are in the voting Member category, with the remainder spread evenly across the Associate (8%), Affiliate (10%), and Student (7%) member categories. Only 56% of women are in the voting Member category; 14% are in the Associate category, 11% are in the Affiliate category, and 19% are in the Student category.

TABLE 1: Number and Percentage of Males and Females by Membership Category

	Total Number	Male		Female	
		Number	%	Number	%
Voting Member	3004	2342	78	662	22
Associate	431	260	60	171	40
Student	544	312	57	232	43
Affiliate	354	226	64	128	36
Total Membership	4333	3140	72	1193	28

Election to Fellow Status

The Fellow category recognizes extraordinary or sustained superior accomplishments and contributions to the profession and to the Society. Only voting Members who have belonged to HFES for five years and worked in the profession for 10 years are eligible to become Fellows. The following table shows the data on the number of men and women who are voting members as a function of years of membership in the Society and the number of Members within those totals who are Fellows.

Of 3004 voting members, 172 are Fellows (158 male and 14

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Table 2: Number and Percentage of Voting Members and Fellows by Gender and Years of Membership

	Years of Membership in the Society							
	0-5	6-10	11-15	16-20	21-25	26-30	30+	
MALE								
Voting Members	2342	253	479	460	455	272	155	268
Fellows	158	0	0	4	22	18	22	92
Percentage								
Fellows	7%	0%	0%	1%	5%	7%	14%	34%
FEMALE								
Voting Members	662	92	190	175	138	41	11	15
Fellows	14	0	0	0	3	2	3	6
Percentage								
Fellows	2%	0%	0%	0%	2%	5%	27%	40%

female). The data clearly show that women are underrepresented as Fellows. Although 6% of voting Members are Fellows, the percentage for men is 7% while the percentage for women is 2%. Viewed from another perspective, the percentage of female versus male Fellows (8% vs. 92%) is different from the percentage of voting female versus voting male Members (22% vs. 78%). An examination of the table shows that this arises from an underrepresentation of women who have belonged to the Society for 11-25 years.

The committee also looked at the range and average time elapsed between joining HFES and becoming a Fellow. The data suggest that the average length of service before election to Fellow (using either the mean or the median) is about the same for men and for women. Of particular interest is the fact that some men were elected in as little as 4 years. This reflects a period in the Society's history when the current 10-year membership requirement for Fellow status did not exist.

Taken together, the data support the statements made by Robert E. Blanchard in his "Response to Gardner-Bonneau's

Table 3: Years Elapsed between Joining HFES and Becoming a Fellow

	Males	Females
Range	4-38	11-26
Mean	16.9	17.2
Median	16.8	15.8

Letter," which appeared in the June 1998 issue of the *HFES Bulletin*. Blanchard presented data on the number of Fellow candidates of each gender who were nominated, selected, approved, and rejected from 1990 through 1997. According to Blanchard,

The bottom line is that all female candidates who were nominated for Fellow during the years noted were elected to Fellow status, except for one in 1997. The success rate for candidates during the period was 61% for males and 86% for females. Although the data for females are limited, the success rate is substantially better for women than for men. This suggests that if women are nominated, they stand a better chance of being elected than men do. Hence, the problem, at least to date, seems to be one of nomination.

Nominations for this year's Fellows have been made. In 2000, 18 men and 8 women were nominated for Fellow status. The Fellows Selection Committee reviewed the applications and approved 60% of the applicants from each group (11 men and 5 women). Two of these women were approved by the Fellows at Large and Executive Council.

Executive Council

Executive Council is composed of 12 members. Each year, a president, secretary/treasurer, and two members at large are elected. Each serves for three years. Of the 42 Members elected president through 1998, only 2 have been women (1978 and 1993). Of the 36 individuals elected secretary-treasurer, 13 have been women. Of the 67 who have served as Executive Council (at-large) Members, 10 have been women. Overall, women represent 17% of the Members who hold office in HFES. However, this varies greatly by position; women are underrepresented as president (5% of the position holders) and Executive Council members (15%) and overrepresented as secretary-treasurer (36%).

Examined by decade, women represented 16% of office holders in the 1970s, 14% in the 1980s, and 28% in the 1990s. For 1999-2000 four of the 12 Executive Council members are women (25%). Four (33%) of the nominees for 2001 were women. Thus, it would appear that women have been better represented on Executive Council in the past decade; however, women continue to be underrepresented in the presidency.

Committees, Technical Groups, and Chapters

Standing and special committee chairs are appointed by the president of the Society, with the approval of the Executive Council. Although the numbers are small (on average, there are 24 chairs in any given year), the figure shows that the percentage of female chairs is typically below the current percentage of women in HFES (22%). The data suggest that there may be

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Preliminary Call for Proposals

Human Factors and Ergonomics Society 45th Annual Meeting

Minneapolis, MN • October 8-12, 2001

PROPOSAL DUE DATE: MARCH 19, 2001

Mark W. Scerbo, Chair, Technical Program Committee

The 45th Annual Meeting of the Human Factors and Ergonomics Society, hosted by the Upper Midwest Chapter, offers opportunities for participants to submit creative proposals for program materials of all kinds. Proposals for lectures, panels, and symposia are welcome.

New formats for presenting human factors/ergonomics (HF/E) 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 Minneapolis Hilton and Towers and the Minneapolis Convention Center from October 8 to 12. The Call for Proposals will be distributed by mail and posted at the HFES Web site (<http://hfes.org>) in early January 2001. 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 the program chairs for the Society's 21 technical groups. In addition, you will have the opportunity to submit proposals for General Sessions, Workshops, Colloquia, Professional Development Seminars, Student Forum Sessions, and Special Sessions.

New in 2001

The Technical Program Committee (TPC) has extended the proposal submission time and set a single due date for all types of submissions (e.g., lectures, posters, panels): **March 19, 2001**. (Acceptance/rejection notices will be sent in mid-May; final acceptance of workshop proposals will be sent in mid-June.)

Two other TPC innovations will be implemented this year. First, submitters can specify whether they would be willing to have their proposals accepted for presentation in a format different from that submitted. For example, if a TG's allocation of lecture proposals has already been filled but a proposal merits acceptance, the program chair might accept it for presentation as a poster. (The proposer can also specify that he or she would not be willing to have the format changed.)

Second, the TPC has built in more flexibility in terms of proceedings publication. All accepted authors, regardless of presentation type (see below), will have the option to prepare a paper of one to five pages; no paper longer than five pages will be published. (In past years, posters were given a half-page in the proceedings; poster authors may now publish up to five pages.)

Submission Requirements

The full Call for Proposals outlines the requirements for submissions in the follow presentation formats:

- Lecture (submit to TG program chair or General Sessions chair)
- Symposium (submit to TG program chair or General Sessions chair)
- Panel (submit to TG program chair or General Sessions chair)
- Poster (submit to TG program chair or General Sessions chair)
- Debate (submit to TG program chair or General Sessions chair)
- Alternative Format (submit to Special Sessions chair)
- Demonstration (submit to Special Sessions chair)
- Colloquium (submit to Colloquium chair)
- Workshop (submit to Workshops chair)
- Invited Address (organized by TG program chairs)
- Student Forum Session (submit to Student Forum chair)
- Professional Development Seminar (submit to Professional Development chair)
- Free-for-All Video (submit to Special Sessions chair)

Proposals should be submitted directly to **one program chair only**; do not send duplicate copies. *Proposals sent to more than one chair will be disqualified from consideration.* If you are not sure which category best represents the topic of your proposal, contact the program chair(s) of the group(s) that seem most closely related. If none of the technical categories is appropriate, send your proposal to the General Sessions chair.

Please note that HFES will not offer an on-line submission and review system for the 2001 Annual Meeting. The TPC and Society's staff are investigating a much more convenient and comprehensive system than offered in past years, which we hope will be available for the 2002 Annual Meeting.

All research and analyses described in your proposal must be complete at the time the proposal is submitted. Submissions describing work that is not yet completed will be rejected. Visual aids used during presentations at the annual meeting will be expected to conform to written guidance that will be included with the Author's Kit, which is sent following notification of acceptance.

Workshops

Workshops emphasize how-to, hands-on instruction and may be offered for continuing education credit in three- or six-hour sessions. Of particular interest are advanced-level workshops dealing with applications of human factors to design, state-of-

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Passing the Baton, Human Factors Style

by *William C. Howell and Eduardo Salas*

Marion Jones, anchor on the favored U.S. Olympics 4×100 relay, failed to capture the gold medal in that event due to a poor hand-off. As the editorship of your flagship journal approached the critical hand-off zone, the two of us responsible for passing the baton vowed not to let a similar fate befall our version of the relay. Despite its enviable track record on a variety of metrics, *Human Factors* faces growing challenges and cannot afford any slippage; indeed, it must constantly be seeking ways to improve – and to do so without using steroids. This was the philosophy that guided its editorial policy over the past eight years; it is the philosophy that will guide its future. We do not intend to settle for silver, nor will we resort to compromising the standards that have served the field so well for so long in pursuit of fool's gold.

Standing still, however, has never been an effective strategy – in racing or in journal management. Under the outgoing editor, a number of changes in substance, style, and the peer review process were implemented in an effort to “stay ahead of the power curve” in the face of growing competition and changing demands. These were reported in a regular series of *HFES Bulletin* articles, and reactions were generally favorable. Under the incoming editor, new changes are planned. Therefore, the purpose of this jointly authored article is to review the most noteworthy of the past changes and to preview the ones that are on the horizon. Joint authorship symbolizes our commitment to a smooth transition. Howell wrote the past section and Salas the future.

Retrospective on the Past Eight Years

The journal was in good shape when I assumed the editorship back in 1992: Submission and rejection rates (standard indexes of journal quality) were high; its reputation as an applied science publication was solid, both within and outside the field; its editorial process was functioning well. However, because of some prior problems, HFES had decided to abandon its tradition of physically housing the editorial function at the site of the current editor in favor of a permanent home at the HFES central office. Lois Smith and I were charged with implementing the new centralized system. With the help of a succession of extremely able editorial assistants, the system was developed, the inevitable glitches were fixed, and it has been running virtually trouble-free for some years now.

Improvements have been incorporated along the way, and as greater reliance on electronic technologies becomes feasible, more will follow. But I consider the evolution of this system, together with the fact that it was implemented without adding any time to the overall review process – in fact, the overall lag has *dropped* over this period – among our more noteworthy accomplishments. Moreover, the improvement in timeliness has been achieved while sustaining our high standing on both of the “quality indexes.” We receive about 130 new manuscripts a year and initially reject about 75% of them.

Despite its general health, however, the journal did present some weaknesses and potential growth areas to which we turned our attention. I use “we” not in the editorial or imperial sense but in reference to the Editorial Board, other relevant HFES bodies, and interested Society members. Most of the changes implemented on my watch arose not from my cranium but from one of these sources, and all of them were widely vetted before being adopted. What I did contribute, perhaps, was the impetus for continual self-examination and reasoned change in anticipation of – rather than reaction to – our environment.

I was convinced that the journal was not keeping pace with the expansion of the field, either in terms of topical content or representation in the editorial process (which, of course, are directly linked). The content was becoming increasingly dominated by reports of academic laboratory work – generally single experiments – on a limited number of topics. And past Editorial Boards had been overwhelmingly academic, white, and male. Practitioners complained that there was little in the journal they could use. Many still do, and probably always will, so long as rigorous scientific standards are maintained and “real-world” employment settings fail to reward participation in the research and editorial enterprise the way academic ones do.

Nonetheless, we sought to affect improvement in all these areas through a number of changes. Qualified women and nonacademic professionals were actively recruited as manuscript reviewers, as were individuals from underrepresented content domains. Special sections were solicited in “hot” topic areas, and the diversity of content was highlighted by clustering articles under carefully selected, widely vetted topic headings. A successful effort was made to increase the space accorded major contributions – critical reviews, multiple-study reports – and to reduce that for the traditional single-study kind of more limited interest.

Overall, I think it fair to say that editorially and content-wise, the journal has become more representative of the field and at least a bit more useful as a result of these moves. And it is better positioned to compete as the “generalist” HF/E publication in an environment of proliferating “specialty” offerings.

But changing a few policies, practices, and procedures was only a first step in the long, arduous, but all-important journey toward changing underlying perceptions, attitudes, and behaviors that ultimately will determine how the journal fares. More innovations are clearly called for and will be forthcoming as Ed takes off with the baton. From here, it looks like a pretty clean pass.

Preview of What's to Come

It is a clean pass indeed! But as I look ahead, I know this will be a hard act to follow. Bill has raised the bar so high that I hope I can maintain the same standard. I inherit a journal that, at least I believe, is enjoying an all-time high of quality, relevance, and interest. We owe this to Bill's leadership, standards, and personal touch. My hat goes off to Bill. On behalf of the Society, Editorial Board members, and the journal's readership – thanks!

So what lies ahead? To begin, I have asked Nancy Cooke (New Mexico State University), Deborah Mitta (Georgia Tech),

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Annual Meeting (continued from page 3)

the-art multimedia (hands-on) hardware and software, Web design, training techniques (including team training, visual performance, and/or display techniques), human factors in medical systems/medical error, the use of theories and models in human factors, adaptive design for special populations, e-commerce, psychophysiology, and mathematical modeling techniques.

An honorarium of \$500 is paid for each three-hour workshop and \$1,000 for full-day workshops, to be divided among the instructors. The Society provides copies of handouts required for the workshop.

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 displayed for half a day, and presenters have a full 90 minutes for interaction with attendees. The work described in the poster proposal must be completed before the proposal submission deadline of March 19; proposals describing work in progress will not be accepted.

Student Forum Sessions

The TPC 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.

Professional Development

We welcome proposals for full- or half-day seminars geared toward practitioners. This could include marketing a small business, managing a human factors team, using human factors research to effectively design, human factors project management, and issues for consultants. Presenters need not be members of HFES, and the same speaker honoraria apply as for Workshop presenters.

Demos, Videos, and Alternative Formats

You are invited to submit proposals for demonstrations, videotapes, on-site experiments, competitive product designs, new methodologies, case studies, or other presentations that are not appropriate for traditional formats. These proposals will be reviewed by the Special Sessions chair and will be coordinated with the technical groups.

Of particular interest are topics that address ways to improve communication and information exchange between researchers and practitioners, and presentations or sessions describing human factors/ergonomics "best practices."

Reviewers Needed

If you would be willing to serve as a proposal reviewer in a particular Technical Group or for General Sessions, Workshops, or Special Sessions, please contact the appropriate program chair. Program chair contact information will be included in the full Call for Proposals.

HFES Copyright Policy

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 for more information.

Nonmembers Are Welcome to Submit Proposals

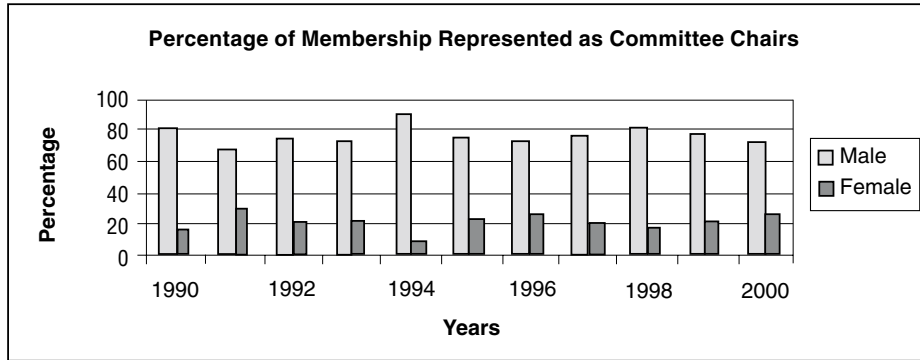
Participation in the 2001 Annual Meeting is open to both members and nonmembers of the Society. All speakers are required to pay the registration fee. If you know of nonmembers who would like to receive a copy of the Call for Proposals, have them contact the HFES central office at P.O. Box 1369, Santa Monica, CA 90406-1369 USA; 310/394-1811, fax 310/394-2410, info@hfes.org, <http://hfes.org>. ☒

Interest Sought in Sightseeing Tour for HFES 2001 Meeting

HFES is seeking input from interested members about a proposed sightseeing tour to take place prior to the HFES 45th Annual meeting in Minneapolis/St. Paul. The meeting dates are October 8-12, 2001, and the proposed tour is October 3-6. The provisional itinerary for the tour is as follows.

October 3: Depart Twin Cities for Ely, Minnesota, about 4.5 hours away. Ely borders the Boundary Waters Canoe Area in northern Minnesota, one of the most popular wilderness destinations in the United States. Arrive Holiday Inn Sun Spree Hotel and Resort. October 4-5: canoeing, kayaking, sightseeing, and fall color viewing. Day trips will be guided and hosted by an outfitter in Ely, or make arrangements for canoe/kayak rental on your own. October 6: Bus tour of the North Shore of Lake Superior, with rugged coastline scenery and spectacular fall color viewing. Return to Minneapolis late afternoon.

The estimated cost, which includes bus transportation and three nights' stay at the Holiday Inn Sun Spree Hotel, is \$700 per person (single occupancy). Meals and air travel to Minnesota are not included. **Reservations are due December 15, 2000**, and must be accompanied by payment of a \$100 deposit per person, which is refundable only if the tour does not take place. (HFES reserves the right to cancel the tour if it is undersubscribed.) Reservations and payment are accepted by mail, phone, fax, or e-mail (check payable to Human Factors and Ergonomics Society, MasterCard, VISA, or American Express). Contact HFES at P.O. Box 1369, Santa Monica, CA 90406-1369 USA; 310/394-1811, fax 310/394-2410, info@hfes.org. ☒



some room for improvement in the selection of committee chairs.

For the analysis of TG leadership, we considered anyone listed in the Technical Group Officers and Activities section of the *Directory and Yearbook* to be a leader; this includes officers, newsletter editors, program chairs, and Webmasters. In the TGs, women are overrepresented in leadership positions. Although 26% of the TG membership are women, 38% of the chairs are women and 35% of individuals in any leadership position are women.

For individual chapters, the Society does not have data on the number of males and females. However, the percentages of chapter presidents who are male (81%) or chapter leaders (73%) are not widely different from the percentage of male voting Members of HFES (78%).

Journal Editor/Editorial Board

Human Factors has had 10 editors; all of them have been male. There are 63 members on the current editorial board; 51 are male and 12 are female. An examination of the occasional reviewer list from the December 1998 issue suggests that 82% of the occasional reviewers were male while 18% were female. The current editor has worked with the central office and the Executive Council to identify women who can be called on as occasional reviewers and editorial board members, and he appointed a woman as one of his three associate editors (representing 25% of the action editors). As with the Executive Council membership, although the representation of women has been increasing, women remain underrepresented, especially in the position of editor.

Perceptions

The committee also discussed women's perceptions that HFES was not receptive to women. The committee felt that there was no easy way to quantify or validate these sorts of impressions. However, we feel that the general membership should be aware that a number of respected women in the Society (including those on the committee) have experienced instances when they have felt unwelcome in Society activities. In the next all-member survey, comparisons of the responses of men and women on some key questions will be analyzed to determine if there are any differences in the responses of the two groups.

Other Society Minorities

Although it was not part of our charter, the committee recognizes that the issues we have been addressing clearly apply equal-

ly to other minorities in HFES. Data on race were not collected until 1999, and the numbers are so small that it is difficult to draw any firm conclusions. Thus, these data are not described here. However, the committee does recommend that future reports on equity issues include information about all minority members of the Society, not just women.

Actions Being Taken

In response to a report on these data, the Executive Council has taken a number of steps to be more inclusive of women in

leadership positions. Three members of the Executive Council recommended women for Fellow status this year. Council members also developed a volunteer database to allow them to draw from a larger pool of nominees in appointing individuals to leadership positions. The current and future editors of *Human Factors* have developed plans to encourage the participation of women in the reviewing and editing of journal publications, and the *Ergonomics in Design* editor will be encouraged to follow this plan as well.

Finally, the HFES staff will develop a report annually for the next three years, to be provided to the Executive Council. This report will provide statistical summaries (e.g., of the percentage of women and minorities in the Society, the percentage of women represented in elected and appointed positions, the number of men vs. women nominated for Fellow status, and the percentage of each that were approved). In addition to this positive step, the committee recommended that this report be published in the *HFES Bulletin* to increase the membership's awareness of this issue.

The committee also feels it is important for the membership at large to ensure that all members feel welcome and integral to the success of the Society. Without mentors, younger members of HFES will not become woven into the fabric of the Society, which will jeopardize its future. Thus, the committee has the following recommendations for activities that can be taken by any HFES member:

- Nominate someone for Fellow (forms and information are available from the central office; nominations for 2001 are due in February 2001; see the September 2000 *HFES Bulletin*);
- nominate someone for a leadership position;
- write a letter in support of someone for a leadership position (e.g., as committee chair);
- ask someone to nominate you for a leadership position or for Fellow;
- self-nominate or volunteer for leadership positions (taking the positions discussed in this article as a signpost for those opportunities provided by HFES).

Finally, the committee has a commitment to an open and continuing discussion of this issue. Should you wish to comment on the substance of this report or to provide other suggestions for recommendations the Society should consider, please address them to Deborah Boehm-Davis (dbdavis@gmu.edu). She will collate the responses and report them to the Executive Council. ☺

Wayne Gray (George Mason University), Richard Jagacinski (Ohio State University), and William Marras (Ohio State University) to be my Associate Editors and partners. I hope you agree they are a well-rounded, qualified, and experienced group of professionals. They will share some of the responsibilities of publishing our best work. I'm now in the process of appointing Editorial Board members. Some are new faces, others are seasoned members who are a must for continuity and experience. I hope to have a board that is well balanced, diverse, represents all the technical groups, and more international, and includes those who practice and apply human factors and ergonomics principles.

My vision is straightforward. The journal should showcase our best basic and applied science (e.g., laboratory, field, simulation) to highlight our research-based innovation, tools, methodologies, and approaches to solve problems and to illustrate how HF/E principles contribute to the understanding of human performance. In short, I would like to provide those interested in the

science and practice of human factors and ergonomics across the world with a forum in which to engage in a dialogue about pressing societal, organizational, group, and individual issues.

How will we get there? Well, that depends on all of us – authors, reviewers, editors, and Council members. As a start, I expect to continue the same structure we have now – after all, it has worked for the last eight years. We will feature critical review articles, brief research reports, and occasional (as appropriate) commentaries. I will also try to include a special section at least once a year (some are in the works). A few innovations are in order. For example, I would like to start a new section in which brief (3 pages or so) articles on HF/E successful practices are featured. More on this and other experiments later.

So as I take the baton, let me say that it is an honor and a privilege to have been asked to serve as editor for the next four years. It is quite an opportunity, but I also know that I have a big challenge ahead – filling Bill Howell's shoes! And, on we go. . .

Placement is On-Line!
 The HFES Placement Service is now on-line at the HFES Web site, <http://hfes.org>. The service, which is free to job seekers, is platform-independent and can be accessed 24 hours a day, 7 days a week.

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	(2) Paid In-County Subscriptions (Include advertiser's proof and exchange copies)	3546	3962
	(3) Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Non-USPS Paid Distribution	0	0
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P L E A S E N O T E :

Annual Meeting Dates to Remember:

**January 8, 2001
Calls for Proposals Mailed**

**March 19, 2001
Proposals Due**

**May 18, 2001
Accept/Reject Decisions Sent**

**October 8–12, 2001
HFES 45th Annual Meeting**



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