Outreach a Focus at HFES Executive Council Meeting

By Mica R. Endsley, Immediate Past President, and Eduardo Salas, President

The HFES Executive Council met on Saturday and Sunday, October 20 and 21, 2012, in conjunction with the 56th Annual Meeting in Boston. Chairs of Divisions and senior staff also participated in the meeting, which resulted in advances in a number of areas, most notably in the realm of outreach. The outgoing (2012) Council met on Saturday, under the leadership of Mica Endsley, HFES president for 2012. The incoming Council met on Sunday, with 2013 President Eduardo Salas at the helm. The following summary is a small sample of the activities reported by committee and Division chairs and acted on by Council. For more details, a recap of 2012 activities will be included in the 2013–2014 Directory & Yearbook, to be distributed in the spring.

New Partners for Government Relations

For many years, the Society’s Government Relations Committee, chaired by the late William C. Howell, worked behind the scenes to weigh in on numerous issues on the federal agenda. Howell’s extensive network of contacts, many of which were formed when he was executive director for science at the American Psychological Association, were deployed to provide leverage on a wide range of issues, such as cyber security, health care, mine safety, and driver distraction. Under Howell’s leadership, HFES members worked with the Federation of Associations in Behavioral and Brain Sciences (FABBS), APA, the American Association of Engineering Societies, and other partners to create awareness within the government of the value of human factors/ergonomics and the specific contributions the field can make in the realm of public policy.

When Bill passed away in May, the Council realized that we could not expect another volunteer to devote the amount of time and expertise that Bill provided in the role of Government Relations chair. At its midyear meeting, the Council decided to look for a professional partner in the Washington, D.C., area to assist in HFES outreach to the government. After an extensive search and interview process, the Executive

ACTION ALERT
Weigh in on U.S. Government Science Funding

As the Congress begins discussions on ways to avoid the “fiscal cliff,” the Federation of Associations in Behavioral and Brain Sciences (FABBS) has set up an Action Alert that enables HF/E professionals to urge all parties in the discussion to adopt a balanced approach to deficit reduction that protects important investments in science.

HFES, which is a FABBS member, welcomes responses to the Action Alert, which generates messages to Congress members. Please take action as soon as possible at http://capwiz.com/fabbs/home/.
Council approved the Society entering into a contract with a government relations consulting firm to expand our reach into the federal policy-making process and elevate the visibility of HF/E in the minds of members of Congress and executive agencies.

Lewis-Burke Associates LLC is a D.C.-based lobbying and consulting organization that focuses on promoting the value of scientific research to policy makers and advancing the advocacy goals of scientific associations and societies, research universities, and consortia of research institutions that manage scientific facilities. Lewis-Burke brings to HFES more than 20 years of success in cultivating, articulating, and executing federal government relations agendas that are milestone-driven and ambitious, yet achievable. The firm specializes in enhancing their clients’ profile while employing a unique approach to influencing high-level research policy and identifying sources of sustainable federal support.

Lewis-Burke will guide HFES as our field navigates the tough policy landscape before us, including the major budgetary challenges currently facing the nation. HFES looks forward to working with Lewis-Burke’s team of 20 professionals, who have extensive experience and varied backgrounds on issues such as human behavioral sciences, engineering, transportation, biomedical research, health care, energy and environment, and various regulatory issues and agencies. We also look forward to your input and participation in this new and exciting phase of HFES advocacy. To continue the introduction, please see Lewis-Burke’s analysis in this issue of how the recent election will affect public policy.

Following the October meeting, Council voted to appoint Deborah A. Boehm-Davis as chair of the Government Relations Committee.

Other Outreach Developments

Outreach Division Chair Scott Shappell reported to the Council on other outreach initiatives. He recounted the Division’s successes in 2012, including the HFES exhibit at the USA Science and Engineering Festival in D.C., featuring the Back Straight Boys and a team led by Gary Orr that showcased distracted driving. Shappell also highlighted the many examples of the value of HF/E that were solicited from the membership and subsequently communicated to Congress by FABBS.

In 2013, outreach efforts will include an exhibit at the 2013 ISERC Conference in Puerto Rico, where members, student volunteers, and staff will focus on recruiting new members from underrepresented groups. To enhance our outreach to the general public and help supplement efforts of the National Ergonomics Month team, Council approved the formation of the Public Outreach Committee, which will be chaired by Gary Orr.

In 2013, the IEA Representatives Committee, chaired by Kathleen Mosier, will be attending the International Ergonomics Association Council meeting in August. As a way of enhancing our outreach to members and potential attendees outside the United States, the Council voted to rename our annual meeting as the Human Factors and Ergonomics Society International Annual Meeting. The Social Networking Operations Committee, chaired by Maryam Ashoori, will continue to promote the field and HFES programs and services on our Twitter, Facebook, and LinkedIn sites.

Interorganizational outreach received a boost with the adoption by Council of a formal Memorandum of Understanding between HFES and the Board of Certification in Professional Ergonomics, or BCPE. The MOU sets out specific ways in which the two organizations can cooperate in achieving their respective missions. More details on the MOU will be detailed in a future Bulletin article.

Scientific Publications Division Seeks Wider Participation

Melody Carswell, chair of the Scientific Publications Division, reported on activities to measure and increase the impact of our Society’s periodicals in cooperation with our publishing
partner, SAGE. Carswell proposed a new initiative to engage targeted user groups through a representative advisory panel, the members of which would volunteer to be interviewed, participate in surveys, and engage in online discussion. More details on the advisory group will be published in an upcoming issue of the Bulletin.

HFES Communications Director Lois Smith and our publishing partners at SAGE continue to monitor developments in the scholarly publishing community that affect HFES publications, such as the open access movement. Lois reported to the Council that “researchers who submit their work to HFES journals will be increasingly affected by government and institutional mandates. We are working…to keep a close eye on these developments and will also consult with SAGE to ensure that our journals maintain healthy submission levels and a sufficient group of knowledgeable and reliable reviewers.”

Communications staff reported that the number of HFES Web site visits has grown substantially, due in large part to an increase in outreach efforts over the past few years. Since 2010, when Google Analytics first documented total visits to the site at 131,170, that number has grown to 183,287, an increase of 40%. During that period, unique visits and total page views have also increased significantly.

William Marras, editor in chief of Human Factors, reported on efforts to enhance the journal’s Impact Factor and raise its visibility with potential authors. Ergonomics in Design Editor in Chief Carol Stuart-Buttle reported that the average turnaround time for submissions to EID has been reduced by 60% since 2011, with time to publication currently being 14.14 weeks. Amy Pritchett, editor in chief of the Journal of Cognitive Engineering and Decision Making, noted that JCEDM is now operating on schedule and has a backlog of content due to special issues. This will be alleviated somewhat by a change in the journal’s trim size in 2013. Finally, Douglas Harris, series editor for Reviews of Human Factors and Ergonomics reported that planning for Volumes 8, 9, and 10 are under way.

Standards Efforts Expanding

Bruce Bradtmiller, chair of the Society’s Institute Division, reported on the strength and health of national and international standards. Our HFES 100 and 200 standards are in the process of review and revision, and our ISO Technical Advisory Groups continue to weigh in on international standards in our field.

HFES has been approved to lead the secretariat of a new Working Group on ergonomic process standards, with newly appointed SC 1 TAG Chair Daryle Gardner-Bonneau as convener and Lynn Strother as secretary. This group is seeking experts, so those who have an interest in attending the group’s first meeting in Berlin on January 30 should contact Daryle (also see Daryle’s December Bulletin article). Experts in Working Groups are those who are sharing their scientific expertise on a topic, not a company or national position.

The Institute Division also asked that the Standardization Interest Group, chaired by Alan Poston, be disbanded. This group had served as a recruiting tool for expertise on standards-related issues; however, with the advent of HFES social-networking sites and database mining, it is no longer necessary as a freestanding group.

The Council and Division expressed thanks to Thomas Albin, who is retiring as chair of the ANSI/HFES 100 Committee. Michael Bartha will be taking over for Tom as the revision effort moves forward in 2013.

Internal Affairs Expands Services to Members

Under the leadership of James Bliss, the Internal Affairs Division has formulated a set of strategic priorities that include
• maintaining the health and activity of student chapters and improving the health and growth of local/regional chapters;
• achieving equitable benefits of Society membership regardless of geographic location, scientific domain allegiance, or professional activities; and
• integrating subcommittees seamlessly for common benefit.

In the coming year, HFES chapters will have the option of having their dues and finances managed centrally. Chapter presidents heard details of this option at the Annual Meeting; further details will be distributed to the chapters within the next few months for implementation with the 2014 dues year.

The Council of Technical Groups, under the leadership of David B. Kaber, distributed more than $20,000 in assistance and awards to Society students this year, much of which was in the form of Student Travel Honoraria for those attending the Annual Meeting. Also awarded were a number of best student paper awards through the Technical Groups.

The Student Support Task Force, chaired by Kermit Davis, and the Student Affairs Committee, chaired by Kim Vu, are also working on activities to support HFES student members and student chapters. The Council approved a new student chapter at the University of Kentucky.

The Early-Career Professionals Committee, chaired by Enid Montague and Joshua Hoffman, conducted a full slate of activities, culminating in a reception at the Annual Meeting. The committee plans a structured mentoring activity in 2013 and 2014.

As noted earlier, to further enable international attendance at HFES Annual Meetings, the Council approved adding the term international to the official name of the meeting. It also approved in principle a third health-care symposium to be held in 2014 under the leadership of Anthony (Tony) Andre.

The Technical Program Committee, chaired by Christopher Mayhorn and Cheryl Bolstad, supervised the compilation of a highly regarded set of sessions for the 2012 Annual Meeting, with the able assistance of technical group program chairs, who worked to develop more invited sessions for the program, following direction by the Executive Council.

Professionalism Division Sets Strategic Objectives

Professionalism Division Chair Camille Peres has worked to establish strategic priorities in the area of professionalism:

• Identify any gaps in the number of people seeking academic positions in domains that support the education of HF/E professionals and the number of people needed in those positions. Develop methods for reducing any gaps identified.
• Provide members with the opportunity to increase their knowledge of ethical issues associated with the science and practice of HF/E.
• Identify and/or develop channels for the efficient and effective exchange of information between HF/E employers and academic programs.
• Working with the Outreach Division, educate all HFES members on how to “get the word out” regarding what HF/E is and how and when to use it.
• Work with the Executive Council, other divisions, and committees to identify and communicate opportunities for HFES members to provide service within the Society.
• Working with other divisions as appropriate, facilitate members’ engagement in leadership roles.

Through the activities of the committees of the Professionalism Division (Accreditation, Pat DeLucia, chair; Awards, Michelle Robertson, chair; Education and Training, Nancy Stone, chair;
Fellows Selection, Waldemar Karwowski, chair; Webinar Task Force, Tony Andre, chair), professionalism is being modeled, acknowledged, and promoted through Society-wide activities. Toward this end, Council approved a new award for the best paper in the Journal of Cognitive Engineering and Decision Making. The Division also looks forward to further refinement of the Fellows selection process and additional service activities to enhance the involvement of Society Fellows. The Webinar Series will be further developed to meet members’ needs as elicited in education and training surveys.

PUBLIC POLICY MATTERS

Looking Ahead: Election 2012 Implications for Science and Technology
By Lewis-Burke Associates LLC

After a historically long and hard-fought campaign, President Barack Obama will be sworn in for a second term in January 2013. His ability to successfully govern in the second term will depend on compromise and be complicated by election results that largely preserve the status quo, with the White House and Senate still controlled by the Democrats and the House controlled by the Republicans.

One of the most unexpected outcomes from November 6 were the gains made by Democrats in the Senate, which, heading into Election Day, appeared within the reach of a Republican takeover. Instead, Democrats increased their majority in the Senate and will control 53 seats, and two Independents will caucus with them. Many of the seats that changed in the Senate resulted in a move from a more moderate candidate to a more partisan one. Republicans largely held onto their 20-plus-seat majority in the House, portending a continuation of the status quo there.

The fundamental question remains whether the status quo in Washington means the continuation of bruising partisan standoffs of the past two years or heralds a renewed era of compromise and productivity on a few select issues that must be addressed in the coming months and year.

The Lame Duck Session

With only a month until budget sequestration is set to take place, the Bush tax cuts are due to expire, and large cuts to physician payments under Medicare set to go into effect, Congress returned after the election for a lame duck session stacked with must-pass policy decisions. A marginally improved environment of cooperation has been observed so far in the short time that members of Congress have been back to work, signaling the possibility of bipartisan agreement on major financial policies before falling off the “fiscal cliff” in January. However, no deal has been struck yet, and several possibilities remain on the table.

For example, one option is that many of the issues will be wrapped up into sweeping legislation known as a “Grand Bargain,” which combines spending cuts, entitlement reform, and revenue through tax reform to achieve as much as $4 trillion in deficit reduction. However, with the election results giving both parties some reinforcement of their positions on issues such as taxes and the degree to which federal spending should be cut to reduce the debt and deficit, Congress is just as likely to delay many of the long-term critical decisions until the 113th Congress, such as comprehensive tax reform.

Given the short amount of time remaining for the 112th Congress, other major pending legislation—such as annual appropriations bills, the Farm Bill, an annual defense authorization bill, and a cybersecurity bill—will have a difficult time receiving substantial debate, and Congress will be looking for less controversial versions or short-term extensions to pass quickly.
The White House

Many in the administration and in Congress are unclear as to what President Obama, having won re-election, will emphasize in his second term. Faced with the potential for gridlock vis-à-vis the Republican House, he may tilt toward less controversial issues in the near term in an effort to gain early victories. Regardless, his administration will be forced to grapple with the ongoing fiscal challenges in an effort to sustain and boost the economy.

Based on his campaign and discussions with senior advisers in the current administration, top priorities for President Obama in his second term are expected to include science and technology, comprehensive immigration reform, infrastructure renewal and development, and implementation of the Patient Protection and Affordable Care Act (i.e., health care reform legislation).

With respect to science and technology, President Obama will continue to support both basic and applied research programs, which are expected to fare relatively well compared with other parts of the federal government; however, the ultimate fate of research funding will be impacted mostly by larger budget pressures and a continued focus on deficit reduction and sequestration. Within this arena, President Obama is expected to continue his administration’s emphasis on the commercialization of research results, clean energy programs, and advanced manufacturing as drivers of job creation and economic growth.

Moreover, many of the applied and multidisciplinary research initiatives that have been hallmarks of the Obama administration, such as “Big Data” and the “National Robotics Initiative,” are also expected to remain in place and may be included in discussions surrounding how to wisely rebuild “smart” U.S. infrastructure. Finally, support for visa policy to attract and retain top scientific talent in the United States will be a major part of any immigration proposals initiated by the White House.

113th Congress

With a Republican-controlled House and an emboldened Democratic majority in the Senate, much of the 113th Congress may be consumed by partisan gridlock. However, areas that are considered “must pass” for the sake of the economy (e.g., raising the debt ceiling, tax reform, avoiding across-the-board budget cuts) are likely to be approached with urgency and will consume the early part of the new congressional session.

With respect to the annual appropriations bills, it is unclear if Congress will be able to pass any of the 12 spending bills in the lame duck or before the expiration of the current continuing resolution (CR), which keeps the government running at fiscal year (FY) 2012 levels through March 2013. The House and Senate Appropriations Committees have each approved 11 of the 12 FY 2013 spending bills, with the full House passing 6 bills. Although the pending appropriations bills will have no standing in the new Congress, they should represent a point of departure for discussions when Congress takes up appropriations early next year. Alternatively, the next Congress may extend the current CR for an entire year if it cannot come to a resolution, a move that would also result in the exclusion of congressionally designated programmatic increases and further empower the Obama administration’s priorities.

The next Congress (assuming no further action is taken in the lame duck session) is scheduled to take up major legislation in a variety of areas with implications for the HF/E community, including

- tax reform
- cybersecurity legislation
• reauthorization of transportation and highway research and infrastructure programs (expires in FY 2014)
• reauthorization of the National Aeronautics and Space Administration (expires after FY 2013)
• legislation on water resources
• disaster legislation

Your voice will be critical to HFES advocacy efforts in the 113th Congress.

HFES has recently entered into a partnership with Lewis-Burke Associates LLC, a leading Washington, D.C.-based government relations and consulting firm representing the public policy interests of scientific societies and institutions of higher education. Lewis-Burke’s staff of about 20 government relations professionals work to promote the federal research and policy goals of HFES and the HF/E community. More details can be found in the December HFES Bulletin article, “Outreach a Focus at HFES Executive Council Meeting.”

2013 Annual Meeting Call for Proposals Opens This Month

On December 17, HFES will open the online Call for Proposals for the 2013 International Annual Meeting, which will take place September 30–October 4, at the Hilton San Diego Bayfront in San Diego. Case studies, debates, demonstrations, competitive product designs, new methodologies, on-site experiments, and posters are welcome.

Please bookmark the HFES Meetings Web page for complete submission information. The deadline for submitting proposals is February 19.

Papers that have been published previously or presented at another professional meeting may not be submitted. All research and analyses described in a proposal must be complete when the proposal is submitted. Papers that do not present completed work will be rejected. The sole exception to this policy is for student work submitted for consideration in the Student Forum track, in which case the submitter may report on work in progress.

Note that for all accepted submissions, one of the authors must attend the meeting to present the work. All presenters are required to pay the meeting registration fee.

For questions on the submission process, please contact Lois Smith (310/394-1811).

Gary Klein on the Research and Practice of Decision Making

On Thursday, October 25, at the Annual Meeting in Boston, Gary Klein (MacroCognition LLC) gave a presentation as an invited speaker of the Education and Training Committee about decision making. Titled “10 Things Human Factors Professionals Need to Know About Decision Making,” the presentation aimed to provide an audience of HF/E professionals (who may have minimal knowledge of decision-making research and practice) with tips to use when working
with clients from a variety of settings, including military, design, training, health care, transportation, and information technology.

“The Education and Training Committee were extremely pleased to get Gary Klein as our first-ever invited speaker in order to help us address HFES member education and training needs,” commented Education and Training Committee Chair Nancy Stone. “Decision making was identified in the 2009 needs survey as an area that our membership felt they needed more training in, and we’re happy that Dr. Klein could be that trainer.”

During the well-attended session, Klein actually spoke about 12 things that HF/E professionals should know about decision making, recognition-primed decision making, and the idea of management by discovery. Stone commented, “Dr. Klein did a wonderful job addressing the theoretical foundations of decision making as well as the applications. His inclusion of real-world examples helped individuals to grasp the theoretical concepts. Several attendees came to me after the session to say they found the talk to be extremely informative.”

Slides from the session can be found here. The session handout is also available online.

**National Ergonomics Month Action Plan Winners Recognized in Boston**

*By Joseph Keebler, NEM Committee Cochair*

This year’s NEM Expo drew a large attendance at the 2012 Annual Meeting despite lower-than-normal submissions. I’d like to thank the Purdue University and the Wichita State University Student Chapters for their excellent NEM Action Plan submissions. Their plans entailed the following.

To increase awareness of the human factors/ergonomics field among grade-school students and to engage them in math and science via space exploration, the Purdue University Student Chapter collaborated with “Purdue Space Day,” a program in which children in grades 3–8 are invited to visit Purdue Armstrong Hall and learn about the space flight experience. Through workshops that incorporated HF/E principles and creativity, students learned how to integrate ergonomics concepts into the design process. For example, in the “Protect the Eggstronaut from Landing” activity, the students were divided into teams to make spacecraft out of a variety of materials, using eggs to represent astronauts. The goal was to make sure that the device safely landed the astronaut and tested how well their spacecraft and eggstronaut fared when dropped from a second-story window.

The Wichita State University Student Chapter’s action plan, entitled “Educating the Wichita Community about Human Factors and Ergonomics: Fun for All Ages,” focused on the community as a whole and featured two large-scale and two small-scale events. The chapter volunteered at the annual Pancake Day, sponsored by the Wichita Lions Club and YMCA, which fed thousands of Wichita community members. During this event, the chapter provided an HF/E information booth. The chapter also held an interactive HF/E day at a local children’s science center for children of all ages. The third event is an ongoing community outreach project in which the chapter is dedicated to teaching an older member of the Wichita community computer skills. The final event involved an evaluation of a local nonprofit organization’s Web site and delivery of recommendations on how to improve it and to demonstrate the application of HF/E.

Special thanks to Joey Chung, Yin So, and Samantha Jansen for leading these efforts at their respective schools. Also, NEM sends a special thank-you to Lois Smith, Lynn Strother, and Ron Shapiro for their continuing support.
2012 COTG Student Travel Honorarium Winners Share Their Stories

As reported in the October issue, the Council of Technical Groups (COTG) implemented the Student Travel Honorarium Program (STHP). The program is designed to facilitate participation of student lecturers and poster presenters at each year’s Annual Meeting through awarding $700 in travel support to 12 students. The COTG provides 75% of the funding, and the rest comes from TGs that are hosting a poster or presentation by the student recipient.

For the 2012 Annual Meeting, the STHP Committee (David Kaber, Michael Byrne, Douglas Gardiner, and Jennifer Riley) received and reviewed 20 applications, selecting 13 applications. Following are some excerpts of testimonials from some of the students who received honoraria; the full versions are available in the online version of the December 2012 HFES Bulletin.

Kimberly Culley, Old Dominion U.: “I learned the importance of networking with professionals in the field and serving as an ambassador for the Old Dominion University Human Factors program. Networking provides the opportunity to expose others to the projects being worked on and to develop potential opportunities to collaborate with researchers at other institutions.”

Christian Gonzalez, George Mason U.: “I think the highlight of my week was presenting my poster during Wednesday’s morning session. My work centered on in-vehicle warning design and, during the session, I was able to have one-on-one conversations with numerous automotive industry professionals. I feel this was a valuable opportunity to get direct feedback on my work from the industry it addresses, as well as be exposed to an interesting alternative perspective.”

Gemma Read, Monash U.: “I was impressed by the diversity of topics of interest within the society, and wanted to experience a range of topics including those outside my usual area of research. Attending two of the technical visits was also very beneficial. The first visit was to the Volpe Center to see demonstrations of their transportation simulators and to hear about their role and some of their current research programs. The second visit was to Continuum to learn about their design practices for innovative products. We received a tour of various innovative designs that had been created and learned about the processes used to move toward those designs.”

Joel Suss, Michigan Technological U.: “After completing my [student] volunteer duties, I attended the Gala Opening Reception, where I caught up with friends I met at previous HFES meetings. I was pleasantly surprised to encounter some other friends that I had met earlier this year at a non-HFES workshop in Germany! It’s a small world.”

The COTG Student Honorarium Program will be coming back next year for the 2013 HFES International Annual Meeting. Please watch for the announcement and call for applications in the May issue of the HFES Bulletin.

INSIDE HFES

Announcing Host for HFES 2013 Health-Care Symposium

MedStar Institute for Innovation is hosting the HFES 2013 International Symposium on Human Factors and Ergonomics in Health Care: Advancing the Cause. Registration is open for the second health-care symposium, which will take place on March 10-13 in Baltimore, Maryland.

The center employs HFE professionals to conduct safety science, applied research, and consulting to improve health-care quality, efficiency, reliability, and safety. As a part of MedStar
Health, a $4 billion nonprofit health-care group operating nine hospitals, the center has unusual access to health-care worker and patient subjects, multiple clinical facilities, large medical simulation centers, and a usability-testing facility.

The host has facilities in Baltimore and will be conducting a site tour and workshop on Sunday, March 10. More details about the workshop and tour will be posted on the event page when they are available, so be sure to bookmark the site.

**Call for Topics: HFES Webinar Series**

2013 marks the third year of the very successful HFES webinar series, and the committee is looking for topics and speakers for next year. To submit a webinar topic for consideration, download and complete the Webinar Proposal Form and return it to Webinar Series Committee Chair Christina Mendat.

**HFES Accreditation Committee Invites Applications and Reviewers**

*By Patricia L. DeLucia, Chair, Accreditation Committee*

The Accreditation Committee invites representatives of graduate programs in human factors/ergonomics to submit applications for HFES accreditation. The criteria and process are described in the HFES Accreditation Self-Study Report Guide.

All programs applying for accreditation are evaluated according to revised criteria, which broaden core requirements and require training suitable for specialization areas rather than both cognitive and physical aspects of human factors/ergonomics. The application process has been streamlined and is conducted electronically. Submit your completed Self-Study Report to HFES Executive Director Lynn Strother.

The committee also seeks volunteers to review applications. For questions about the accreditation program, application process, or to volunteer as a reviewer, please contact me at pat.delucia@ttu.edu.

**Call for Subject Matter Experts for New Standards Working Group**

*By Daryle Gardner-Bonneau, Chair, ISO Standards Committee*

A new working group has been formed within ISO/TC 159/SC 1 that will develop ergonomics process standards at the executive, managerial, and specialist levels. The U.S. holds the convenership and the secretary position for this new working group (WG 5) but is looking for U.S. subject matter experts to either serve as members or to join the U.S. TAG to ISO/TC 159/SC 1 to review documents that are produced by this new working group.

The working group’s first meeting will be held in late January 2013 in Berlin. If you are a specialist in the area of human factors/ergonomics processes, and would like to be appointed as a U.S. expert or join the U.S. TAG to ISO/TC 159/SC 1, please contact me. The establishment of ergonomics process standards is important to the human factors field, and there has been great international interest in this working group. Both the IEA and HFES are committed to this effort and invite interested U.S. specialists from academia, industry, or consulting to participate.
New JCEDM Podcast on Cognitive Readiness Now Online

The *Journal of Cognitive Engineering and Decision Making* has just released the fourth podcast in its series of author Q&A and discussions, as an opportunity to illuminate the personal side of material published in the journal.

The podcast, available here, features a conversation between *JCEDM* Editor-in-Chief Amy Pritchett, Haydee Cuevas, Special Guest Editor of *JCEDM*’s recent three-part cognitive readiness series (parts one and two available online), and influential cognitive readiness researcher Dexter Fletcher.

Please return to the site often for updates.

Be the First to Know When HFES Publications Are Available Online!

You probably already know that you receive free access to *Human Factors, Journal of Cognitive Engineering and Decision Making, Ergonomics in Design, Reviews of Human Factors and Ergonomics*, and *Annual Meeting proceedings* through SAGE Journals Online (log in first at hfes.org to access full-text content). But did you know that you can sign up to be alerted when new individual articles and full issues are available to download for each publication? Just click the “Email Alerts” link on any of our SJO journal pages. (NOTE: E-mail Alerts registration requires a separate login ID, not linked to your HFES member login ID.)

Free Internship Postings in the Career Center

The HFES *Online Career Center* offers free internship postings for companies that have a short-term position for a student or a recent graduate who will work under supervised practical training. To qualify, the posting must be listed as an Internship posting and provide a time duration.

Internships are highly valued by students seeking practical, real-world experience in preparation for starting their careers. To post your internship, please visit the *Online Career Center*.

Member Milestones: Bryce Rutter

HFES member Bryce Rutter, founder and chief executive officer of Metaphase Design Group, received the 2012 Distinguished Alumni Award from the College of Applied Health Sciences at the University of Illinois at Urbana-Champaign. He was honored for his outstanding contributions to research-based industrial design with a focus on ergonomics.

Also a member of the Design Management Institute and the Industrial Designers Society of America, Rutter was honored by the Bar Association of Metropolitan St. Louis with the 2009 Inventor of the Year Award with 100+ patents. In 2011, he received the AAMI/Becton & Dickinson Professional Achievement Award, which recognizes efforts to develop and improve medical devices, instruments, or systems.
National Science Foundation Seeks Candidates for Two Positions

On November 15, the National Science Foundation (NSF) officially announced the search for its next assistant director for Social, Behavioral and Economic Sciences (SBE). Myron Gutmann, who has served as the SBE assistant director since 2009, will step down at the end of June 2013 when his term expires. NSF Director Subra Suresh announced the formation of a search committee, which will be led by Gary Sandefur, professor of sociology and dean of the College of Letters and Sciences at the University of Wisconsin-Madison. Candidates for the assistant director position should submit their names to sbesrch@listserv.nsf.gov by January 18, 2013. The position may be filled on either a temporary (rotator) or a permanent basis.

The SBE Directorate is also seeking a senior science adviser to provide high-level, broad scientific expertise to the assistant director. The job posting, which will be open until December 18, encourages applications from those who are interested in providing support with respect to the formulation of SBE scientific priorities and the implementation and oversight of SBE programming. The position may be filled by a permanent federal employee, Intergovernmental Personnel Act (IPA) assignment (or rotator), or a visiting scientist.

### 2011 HFES FINANCIAL REPORT

The Human Factors and Ergonomics Society’s 2011 audited financial report, received by Secretary-Treasurer Kermit. G. Davis in November 2012, was prepared by Castillo & West Accountancy Corporation. The firm audited the following statement of assets and liabilities – cash basis – of the Human Factors and Ergonomics Society, Inc. (a nonprofit organization) at December 31, 2011, and the related statements of revenues and expenses – cash basis, and of changes in fund balance – cash basis, for the 12 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 $27,493 at January 1, 2011; at December 31, 2011 the balance was $26,617.

The firm conducted its audit in accordance with auditing standards generally accepted in the United States of America. 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 the Human Factors and Ergonomics Society, Inc. as of December 31, 2011, and its revenue, expenses, and the changes in its fund balances for the 12 months then ended, in conformity with the basis of accounting described in Note 1.

### Statement of Assets and Liabilities – Cash Basis

#### December 31, 2011

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</tr>
<tr>
<td>Investments</td>
<td></td>
</tr>
<tr>
<td>Charles Schwab, at market value</td>
<td>781,186</td>
</tr>
<tr>
<td>Vanguard STAR Fund, at market value</td>
<td>131,536</td>
</tr>
<tr>
<td>Total investments</td>
<td>912,722</td>
</tr>
<tr>
<td>Total assets</td>
<td>$1,151,925</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liabilities and Fund Balance</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserve for current payable</td>
<td>12,000</td>
</tr>
<tr>
<td>Other current liabilities</td>
<td>589</td>
</tr>
<tr>
<td>Due to TG</td>
<td>13,556</td>
</tr>
<tr>
<td>Payroll liabilities</td>
<td>2,164</td>
</tr>
<tr>
<td>IEA donations</td>
<td></td>
</tr>
<tr>
<td>Total liabilities</td>
<td>30,799</td>
</tr>
<tr>
<td>Fund balance</td>
<td>1,121,126</td>
</tr>
<tr>
<td>Total liabilities and fund balance</td>
<td>$1,151,925</td>
</tr>
</tbody>
</table>

### Statement of Changes in Fund Balance – Cash Basis

#### for the 12 Months Ended December 31, 2011

<table>
<thead>
<tr>
<th>Changes</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance - January 1, 2011</td>
<td>1,016,627</td>
</tr>
<tr>
<td>Add: Excess of revenues over expenses</td>
<td>104,499</td>
</tr>
<tr>
<td>Balance - December 31, 2011</td>
<td>$1,121,126</td>
</tr>
</tbody>
</table>

### Statement of Revenues and Expenses – Cash Basis

#### for the 12 Months Ended December 31, 2011

<table>
<thead>
<tr>
<th>Revenues</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual memberships</td>
<td>589,311</td>
</tr>
<tr>
<td>Sustaining memberships</td>
<td>14,200</td>
</tr>
<tr>
<td>Publications</td>
<td>407,530</td>
</tr>
<tr>
<td>HFES Institute</td>
<td>37,600</td>
</tr>
<tr>
<td>Annual Meeting</td>
<td>354,283</td>
</tr>
</tbody>
</table>
Outreach Advisory

Awards

IEA Representatives

$3,544

Net unrealized loss on investments

$12,000

Miscellaneous

$7,177

Total revenues

$1,469,442

Expenses

Publication Expense:

HFES Bulletin

$248

Human Factors Journal

$50,447

Directory and Yearbook

$23,148

Ergonomics in Design

$17,530

Books

$12,633

Digital Library

$13,394

Marketing

$2,254

Other publication expense

$7,736

Salary and administrative costs

$303,790

Total publication expense

$432,180

Member Services:

Mailings expenses

$15,297

Placement service

$23

Committee and other (Note 4)

$138,973

Annual Meeting

$95,541

Other Meeting

$17,777

Computer, Web site, and related expenses

$41,055

Interorganizational

$38,669

Salary and administrative costs

$247,850

Total Member Services

$695,185

General and Administrative Expense:

Salary and administrative costs

$237,578

Total General and Admin. Expense

$237,578

Total Expenses

$1,364,403

Excess of revenue over expenses

$104,499

Note 1 – Summary of Significant Accounting Policies

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

Activity. The organization is a nonprofit 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 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, 2011. This represents $12,000 for miscellaneous payables.

Note 4 – Committee and Other

IEA Representatives

$1,459

Awards

$1,992

Government Relations

$5,000

Outreach Advisory

$34,043

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 $250,000. At December 31, 2011, there was an uninsured cash balance of $0.

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, except for employees earning in excess of $100,000, then contribution is capped at 10% of compensation.

For 2011, the organization contributed $50,742 to the plan.

Note 7 – Investments

The organization has the following funds with the Vanguard Group and Charles Schwab:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Cost</th>
<th>Fair Market Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vanguard STAR</td>
<td>$136,715</td>
<td>$131,536</td>
</tr>
<tr>
<td>Charles Schwab</td>
<td>$781,284</td>
<td>$781,186</td>
</tr>
</tbody>
</table>

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 2011, the organization had 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).