

## **8. IMIA TRANSFORMATION**

Change of Bylaws  
Secretariat  
Links with IFIP

# INTERNATIONAL MEDICAL INFORMATICS ASSOCIATION STATUTES

## 1. ARTICLE 1

### Name

#### 1.1 *The name of the Association*

The name of the Association shall be International Medical Informatics Association. (hereafter "IMIA")

#### 1.2 *Legal Form and Location*

IMIA shall be organized under Swiss law in the form of an association, as defined in the Swiss Civil Code, article 60.

The seat of the association shall be located in the Canton of Geneva, Switzerland. Its first address shall be in the premises of the International Federation for Information Processing (hereafter IFIP) at 16, Place Longemalle, 1204 Geneva.

#### 1.3 *Relation with IFIP*

IFIP is an association organized under Swiss law located in Geneva. Before its formal constitution IMIA was active as a Special Interest Group of IFIP.

In good agreement with IFIP, IMIA adopts the present Statutes and shall continue to cooperate with IFIP as an Affiliate Member of IFIP, as defined in section 2.3 of IFIP Statutes and Bylaws, edition of January 1987.

#### 1.4 *Objectives and Purposes*

Since 1978, a group of professionals has been active within the frame of IFIP and under the name of IMIA, with the objective to serve the specific needs of the application of information technology in the field of Health Care and Biomedical Research.

IMIA, under the form of a Swiss Association shall pursue this activity. In particular, the basic aims of IMIA shall be:

- a) to promote Informatics in Health Care and Biomedical Research;
- b) to advance international cooperation;
- c) to stimulate research, development and routine application;
- d) to further the dissemination and exchange of knowledge, information and technology
- e) to promote education and responsible behaviour;
- f) to seek and maintain a formal channel with the World Health Organization and any other relevant professional or governmental organization.

#### 1.5 *Language*

English shall be IMIA's working language.

## **2. ARTICLE 2**

### **Membership**

#### **2.1 *National IMIA Members***

In each country, one society or a group of societies or an appropriate body which is representative of the national activities within the field of Medical Informatics, may become a National Member.

When the organization which qualifies for membership is a subordinate of another organization, one or both may apply for membership.

When no appropriate body can be identified in a country, and that country is represented in IFIP by a Full Member, then the IFIP Full Member of that country upon request of IMIA may assume all responsibilities of an IMIA National Member, until such time that an appropriate body in that country is identified and is admitted as National Member.

The legal status of a National Member shall allow its representative to vote on all matters of concern to IMIA and the National Member; proxies shall not be restricted in the execution of decisions within IMIA.

#### **2.2 *Regional IMIA Members***

Where a functional Regional Group exists it may be accepted by IMIA as a Regional Member.

The legal status of a Regional Member shall allow its representative to vote on all matters of concern to IMIA and the Regional Member shall not be restricted in the execution of decisions within IMIA.

#### **2.3 *Associate Members***

The Chairpersons of Scientific or Technical Committees or Working Groups shall be Associate Members for the duration of their terms of office as chairpersons.

#### **2.4 *Affiliate IMIA Members***

Any international organization, professional or governmental, professionally engaged within the field covered by IMIA or closely related fields, may become an Affiliate Member.

#### **2.5 *Honorary fellows***

Honorary fellow are persons who have earned exceptional merit in furthering the aims and interests of the IMIA. Honorary fellowship is conferred for life.

#### **2.6 *Supporting Institutions***

Any institution, company, hospital or other organization working in the field covered by IMIA or closely related fields may become a Supporting Institution.

### **3. ARTICLE 3**

#### **Admission and Termination of Membership**

##### **3.1 Admission**

The Annual General Meeting shall decide on the admission of National Members, Affiliate Members and Supporting Institutions upon recommendation of the Admissions Committee. All admissions must be accepted by a two-thirds majority vote of the IMIA Annual General Meeting.

##### **3.2 Observers**

Representatives from countries who are not members of IMIA, and who are engaged or planning significant medical informatics activities, may, by a majority vote of the Annual General Meeting, be accepted as Observers at IMIA meetings for a maximum period of three years.

##### **3.3 Application for Membership from a Country already represented**

If an application is received from a country already represented by a Full Member, the Admissions Committee shall attempt to solve the difficulties by contacting the organizations involved. If the negotiations are not successful, the Committee shall prepare a report to the Annual General meeting recommending one of the following alternatives:

- a) to reject the new application,
- b) to propose to the Annual General Meeting that the applying organization is more representative than the existing Full Member,
- c) to suggest to the organization a mechanism for merging their interests and then to re-examine the matter one year later.

##### **3.4 Corresponding IMIA Members**

If a country has an appropriate body eligible for National IMIA Membership it may apply for Corresponding IMIA Membership for the time of the application process. It may retain this name until approval of the National Membership, or when this fails, up to a maximum period of three years.

##### **3.5 Correspondents**

Individuals acting in a country that has not an appropriate body eligible for National IMIA Membership may apply to become a Correspondent for a maximum period of three years.

##### **3.6 Termination**

A member may withdraw from IMIA at the end of any calendar year, provided he gives timely notice in writing to the President of the Board.

### **4. ARTICLE 4**

#### **4.1. Operation**

The governing and advisory bodies of the IMIA shall be:

- the Annual General Meeting
- the IMIA Board
- the Executive Committee
- Standing and Ad Hoc Advisory Committees.

The scientific activities of IMIA will be channelled through:

- Scientific and Technical Committees
- Working Groups.

IMIA does not take into any account the political, social or economic aspects of its member organizations, because IMIA is totally dedicated to the transfer of scientific and technical information and experience.

## **4.2 The Annual General Meeting**

### **4.2.1 Composition**

The Annual General Meeting shall be composed of one representative or an alternate from each National and Regional Member, the Affiliate and Associate Members, the Honorary Fellows and a representative of IFIP. Supporting Institutions are not represented at the Annual General Meeting of IMIA.

The President has the right to appoint a permanent alternate during his term of office.

Members of the IMIA Annual General Meeting should be encouraged to appoint a representative for a period of three years.

### **4.2.2. Voting Rights**

The Member countries of the Annual General Meeting have only one vote, independent of their number of representatives.

The Annual General Meeting shall be able to conduct business if at least half of the National Members are present or represented by proxy. For a particular Annual General Meeting, a National Member may waive his voting right. In this case, the vote of the National Member shall be counted for the quorum.

### **4.2.3. Quorum**

If the quorum is not achieved, another Annual General Meeting shall be convened within six months and only after such a time that all Members can be notified at least one month in advance. This Annual General Meeting shall operate without any quorum restriction. In the meantime, the Board shall conduct the business of the Association.

Decisions of the Annual General Meeting shall be taken by a simple majority of those Members present or represented by proxy who have the right to vote, unless provided otherwise in these Statutes.

In a case where a two-third majority of all National Members is required and there are less than two-thirds of those Members present or represented by proxy, an Annual General Meeting shall be convened within six months for the same purpose, and at this meeting a majority of two-thirds of the National Members present or represented by proxy shall be required. Such an Annual General Meeting shall be, held only after a time such that all members can be notified at least a month in advance. This notification shall state precisely the questions at issue to which the special vote conditions, specified above, shall be applicable.

It may also be convened at the request of the Board or the Executive Committee or by a written request by not less than one fifth (1/5) of all members who are eligible to vote.

### **4.2.4 Authority**

Within IMIA, the Annual General Meeting shall be the supreme authority. The Annual General Meeting shall determine fundamental policy, adopt the programme of activity, hear and approve the

reports of any subordinate bodies it may have established, decide on admission and exclusion of Members, elect Officers and Trustees, adopt the budget, review the expenditures, accept the audit reports and adopt official documents.

Of these responsibilities, the following cannot be delegated to the Board : changes of the IMIA statutes, the admission and exclusion of Members, the election of Officers, and the adoption of the budget.

The Annual General Meeting is responsible for the implementation of the programme of IMIA.

The Annual General Meeting may create Advisory Committees, Scientific and Technical Committees, Special Interest Groups and Working Groups.

#### **4.2.5 Meetings**

The Annual General Meeting shall meet at least once a year.

The Annual General Meeting shall decide on the dates and places of its meetings. Furthermore, the Annual General Meeting may be convened at any time if the President deems it necessary. It may also be convened at the request of the Board of the Executive Committee or of a majority of the National Members. In these cases, the meeting shall be convened within six months.

#### **4.2.6 Notice of the Meeting**

The secretary shall give not less than 3 months' notice of any general meeting, enclosing a statement of the purposes of the meeting. A member may have a matter included in the agenda for a general meeting provided his request is received in writing 5 months in advance of the meeting and has the support of at least one other member.

It may also be convened at the request of the Board or the Executive Committee or by a written request by not less than one fifth (1/5) of all the members who are eligible to vote.

#### **4.2.7 Waiver of Notice**

No business other than the included in the agenda for the meeting shall be transacted at any such meeting except if by a two third majority vote, the meeting waives this restriction.

#### **4.2.8 Minutes of the Annual General Meeting**

The minutes of the Annual General Meetings as submitted by the Secretary shall be approved by the next Annual General Meeting.

## **5. ARTICLE 5**

### **5.1. Board**

#### **5.1.2. Composition**

The Board shall be composed of the President, (who will act as chairman), the elected Vice-President, the Secretary, the Treasurer, the Trustees and the Past-President during the year following the end of this term. All shall be elected by the Annual General meeting from among its National Members. The term of a trustee is three years. There shall be at least one and not more than five Trustees.

In addition each Regional Member has the right to nominate a Vice-President to the Board.

One year before the end of term for the President the new President can be elected and during that year have the title President Elect. The outgoing President will be member of the Board for one year and the title will be Past-President.

#### *5.1.2 Term of the Members of the Board*

The term of office shall be three years. If a person who was elected to the Board resigns or dies while in office, the Annual General Meeting may elect a successor for the unexpired portion of the term.

Board Members can be discharged for a misdemeanor by a two-third majority vote of National and Regional Members of the Annual General Meeting present, or represented by proxy. A Board Member who has not attended two consecutive Board meetings may be deemed to have resigned and a successor may be elected.

#### *5.1.3 Authority*

The authority of the Board shall be to administer and to make decisions for IMIA, with the exception of those decisions specially reserved for the Annual General Meeting as defined in 5.1.2. The Board will review and revise programme and budget, if needed, between Annual General Meetings. The Annual General Meeting may delegate to the Board any decision which normally falls within the competence of the Annual General Meeting.

#### *5.1.4 Quorum and Majority*

The Board shall be able to conduct business if at least half of its Members are present. Decisions of the Board shall be taken by a simple majority of the Members present. The chairman has an additional vote which may be used to break a tie vote.

#### *5.1.5 Meetings*

The Board shall decide on the dates and places of its meetings. It may convene at any time the President deems necessary; it shall also convene within two months, following the request of a majority of its members.

#### *5.1.6 Minutes*

The minutes of the meetings of the Board will be approved by the next Board meeting.

### *5.2. Executive Committee*

#### *5.2.1 Composition and Election*

The President, the elected Vice-President, the Secretary, the Treasurer, and the outgoing President during the year following the end of his term shall form the Executive Committee of IMIA. These persons shall be the Officers of IMIA.

The term of an Officer is three years. An Officer may not be elected to the identical office for more than two consecutive terms. Incomplete terms shall not count.

If an Officer resigns or dies while in office, a successor shall be elected for the unexpired portion of the term. In case of emergency, the Board shall be entitled to elect a temporary successor for the period until the next Annual General Meeting.

A Member of the Executive Committee can be discharged for misdemeanor by a two-third majority vote of the Annual General Meeting present or represented by proxy.

### **5.2.2 Authority**

The Executive Committee conducts the day-to-day operations of IMIA.

The President shall convene and conduct the Annual General Meeting, the Board and the Executive Committee. During the absence or incapacity of the President, the elected vice President, shall act in his stead in all matters. In the case that he too is absent, the Officer longest in office shall act in his stead.

### **5.2.3 Meetings**

The Executive Committee shall decide on the dates and places of its meetings. The Minutes of the Executive Committee meetings shall be approved by the President.

### **5.3 Standing and Ad Hoc Advisory Committees**

These Committees advise the Annual General Meeting in policy matters that require detailed analysis. The term of office of Committee members is not more than three years. These Committees are composed of two or three members elected from the National Membership.

### **5.4 Special Interest Groups**

A Special Interest Group (SIG) is established by the Annual General Meeting upon the submission of a relevant proposal containing: scope, aims and composition.

A Special Interest Group differs from a Working Group in the sense that is not required to achieve a concrete goal within a restricted period of time. Rather, it is the expression of the continuous interest of IMIA for certain areas or activities falling within the scope of IMIA. In selecting members both expertise and international distribution shall be considered. The scope of a Special Interest Group shall be attached to these Statutes.

The Chairman of a Special Interest Group is elected by the Annual General Meeting upon recommendation of the Executive Committee. The members of a Special Interest Group are appointed by the IMIA President upon recommendation of the National Members or the Special Interest Group Chairman.

Membership is restricted to those persons who are from a member country of IMIA.

The Chairman of a Special Interest Group may designate a Vice-Chairman (SIG/VC) and a Secretary from the Committee membership. The term of office of all Committee Officers shall be three years and may be renewed only once.

The Special Interest Group can organize the work in "internal" Working Groups (SIG-IWG). The Chairman of a SIG Working Group is appointed by the SIG Chairman.

Termination of a Special Interest Group can be made only by the Annual General Meeting after notice from a national representative or the IMIA Board.

### **5.5 Working Groups**

A Working Group is established by the Annual General Meeting upon the submission of the proposed scope of the Working Group and shall deliver whatever result is decided at a specific time. A Working Group consists of experts selected and assigned, without consideration of nationality, to work in a specified area.

The Chairman of a Working Group is elected by the Annual General Meeting upon recommendation of the Executive Committee.



The term of office of the Chairman is three years.

The term of office for the Members are three years but can be renewed several times.

The members of a Working Group are appointed by the IMIA President upon recommendation of the national Members and the Working Group Chairman.

Membership is not restricted to IMIA Member countries.

The Chairman of the Working Group may designate a Vice-Chairman and a Secretary with the approval of the Working Group Membership. The term of a Working Group shall be three years but may be renewed a further year.

The Chairman of the Working Group shall report to the Annual General Meeting once a year and to the Board or the Executive Committee once a year between the Annual General Meetings. If no report has been delivered in one calendar year the Working Group shall automatically be dissolved.

Publication by a Working Group may be made only after authorization of the Publications Committee. After approval the publication becomes an official IMIA publication.

## **6. ARTICLE 6**

### **Finances**

The Association shall be financed by Dues from Full and Corresponding Members, by royalties from publications, interest on funds, contributions, and surpluses from events such as congresses, conferences and symposia, including funds arising from activities of subordinate bodies. The Annual General Meeting shall decide on the scale of annual dues for Full and Corresponding Members. It may accept donations and subsidies.

The IMIA Treasurer on behalf of the Executive Committee submits the annual budget to the IMIA Annual General Meeting, having collected and reviewed the budgets of all subordinate bodies. The Annual General Meeting adopts the budget for the next year with a simple majority vote of all National Members present or represented by proxy.

In case of rejection of an IMIA budget, the IMIA Annual General Meeting shall decide upon limits within which the Treasurer can draw up a revised budget which is to be adopted by the subsequent IMIA Board meeting. When IMIA has to be operated temporarily without an approved budget, the regular expenditures may be continued, but no new commitments shall be made unless explicit approval of the IMIA Annual General Meeting has been obtained.

The IMIA books shall be audited by an Audit Committee.

The Treasurer reviews for the IMIA Board the financial outcome of the preceding year as comprehensively as possible. His subsequent report to the Annual General Meeting is to be accompanied by a statement of an Audit Committee.

Each National Member pays annual dues in the currency in which the IMIA books are kept. The amount to be paid by each member and the procedure of payment is determined by the Annual General Meeting and may be revised annually.

If the increase of the annual dues is raised with more than 80 % every Member has the right to immediate withdraw its membership.

## **7. ARTICLE 7**

### **Commitments**

Any document committing IMIA, except in the case of special proxies, shall be signed by a member of the Executive Committee who does not have to justify his position of authority.

All legal actions, whether as plaintiff or as defendant, shall be the responsibility of the Executive Committee, represented by the President or one of its members, designated for this purpose.

## **8. ARTICLE 8**

### **Statutes and Amendments**

All proposals for modification of these Statutes or dissolution of the Association must be submitted by at least one National Member. Any such proposal shall be brought to the notice of all Members of the Association at least one month in advance of the Annual General Meeting at which it will be discussed. Approval of such proposals shall require a two-thirds majority of all National Members. In the case of dissolution, the Association shall decide by the same majority on the method of liquidation of the Association and the disposal of its assets.

These rules shall also apply to proposals for modification of Articles in the Statutes which provide that a decision of the Annual General Meeting requires a qualified majority vote.

INTERNATIONAL MEDICAL INFORMATICS ASSOCIATION

Special Interest Group of the International Federation for Information Processing

January 4, 1990

reply to Shigekoto Kaihara, M.D.  
Hospital Computer Center  
University of Tokyo  
7 Hongo, Bunkyo-ku, Tokyo 113 Japan  
Tel 81-3-815-5411 ext 8126  
Fax 81-3-813-7238

Dr. Bl. H. Sendov  
President of IFIP  
c/o IFIP Secretariat  
16 Place Longemalle  
CH-1204 Geneve, Switzerland

Dear Dr. Sendov,

At the Annual General Meeting held at Singapore in December 1989, IMIA AGM officially approved its transformation from IFIP's Special Interest Group into its Associate Member. This transformation had already been approved by IFIP GA in August, 1988 as well as IMIA's Annual General Meeting in September, 1988 in principle, but because of the detailed process of transformation required one year for its completion. At the AGM, 1989, IMIA changed its bylaws to reflect this transformation and also IMIA decided its official seat to be located in IFIP's secretariat office in Geneve.

Although IMIA's status was changed, we hope that IMIA will continue to cooperate with IFIP in various scientific activities. To facilitate this, as already discussed in IFIP's 1989 spring Council meeting in Geneve, IMIA would like to utilize IFIP's secretariat on fee for service base. With this arrangements, we hope that IFIP can obtain more information regarding IMIA to cooperate in scientific activities.

At this opportunity, I would like to express our sincere appreciation for the past tremendous support of IFIP to IMIA, without which IMIA could not have been the present shape. Although we became administratively independent, IMIA will never forget its history and will continue to be a member of IFIP family, of which we are proud. I can be sure that the tie between IFIP and IMIA will be closer in the future.

Sincerely yours,

  
Shigekoto Kaihara, M.D.  
IMIA past President

c.c. Dr. Melbye



IFIP

President: S. Kaihara (Japan)  
Past-President: H. Peterson (Sweden)

Vice-President: J. L. Willems (Belgium)  
Vice-President: B. Barber (EFMI)  
Vice-President: R. J. Rodrigues (IMIA-LAC)

Secretary: R. Salamon (France)  
Treasurer: J. Flint (Canada)  
Trustee: Z. Ouyang (PR China)  
J. Michel (GDR)  
A. S. Gose (USA)



IMIA



# IFIP

INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

Date: November 16, 1989

Address reply to:

Prof.Dr. R.A. Meersman  
INFOLAB  
Tilburg University  
P.O. Box 90153  
5000 LE Tilburg  
The Netherlands  
Tel.: +31 13 663020  
Telefax: +31 13 663069  
Email:meersman@kub5.bitnet

Dear Sir/Madam,

Enclosed is a copy of a letter with a request for response, which I have sent to all full members of IFIP. It concerns appointing representatives to the new TC-12 (Artificial Intelligence) by these IFIP member organisations.

Although I have used the same letter in addressing your organisation and the appointed representative (per IFIP Information Bulletin no. 21), I am of course aware that affiliate members do not actually propose TC-12 members. However, I assume that your organisation might conceivably be well placed to offer advice on the matter of choosing representatives for TC-12.

I am looking forward to your response eventually.

Yours sincerely,

Prof.Dr. R.A. Meersman  
TC-12 Chairman

*IFIP - A VISION FOR THE FUTURE*

10.89 President: Bl. Sendov (Bulgaria)  
Past.-Pres.: A.W. Goldsworthy (Australia)

Vice-President: G.J. Morris (U.K.)  
Vice-President: A. Melbye (Denmark)  
Vice-President: J.H. Finch (Canada)  
Vice-President: A. Rolstadås (Norway)

Secretary: J. Fourot (France)  
Treasurer: P. Kovacs (Hungary)



# IFIP

INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

Date: November 16, 1989

Address reply to:

Prof. Dr. R.A. Meersman  
INFOLAB  
Tilburg University  
P.O. Box 90153  
5000 LE Tilburg  
The Netherlands  
Tel.: +31 13 663020  
Telefax: +31 13 663069

IMIA, International Medical Informatics Association,  
Hospital Computer Center  
Prof. S. Kaihara  
University of Tokyo  
7 Hongo, Bunkyo-ku  
Tokyo 133, Japan

Dear Prof. Kaihara,

In its September 1989 meeting, the IFIP General Assembly has decided to install a new Technical Committee, TC12, on Artificial Intelligence and has appointed me as its first Chairman. I am therefore writing you in this capacity to invite you to propose a delegate for your country or organization to represent it in this new technical committee. Its current aims and scope as approved by the General Assembly are: The promotion of research and the coordination of the exchange of information within the field of Artificial Intelligence and with related fields of interest. The scope of this Technical Committee includes the study of knowledge representation, reasoning, problem solving, machine learning, the processing and understanding of natural language, robotics, computer vision, and other cognitive and intelligent functions of machines.

Perhaps it will be useful to remind you of some of the history of this initiative within IFIP. About two years ago the IFIP's Artificial Intelligence Group was formed (AISG), which has had as charter to assemble a representative group of experts in the AI field in order to evaluate and propose an initiative of this kind. A list of the AISG membership is attached. These people have shown sincere commitment to this task which resulted in a Workshop at the latest IJCAI conference in Detroit. At this workshop, also a meeting of the AISG was appended, that resulted in the recommendation to IFIP of which TC12 is now the result. It is not unthinkable that the people of the AISG now want to be active either within TC12 or within one of its future working groups. (see below). This of course applies only for those among the country organizations, that had a representative within the AISG.

#### IFIP - A VISION FOR THE FUTURE

President: Bl. Sendov (Bulgaria)  
Past.-Pres.: A.W. Goldsworthy (Australia)

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10.89


# IFIP

It is the active intention of IFIP and myself to shape TC12 as a continuously active representation of the AI professional community worldwide. Therefore it would be most desirable if the suggested delegate be experienced with the workings of IFIP as well as a knowledgeable person in the field of AI.

As a first development a number of people have stepped forward who would like to be acting chairman for a number of Working Groups within TC-12, namely WG 12.1, WG 12.2, WG 12.3 and WG 12.4. In order to properly channel these initiatives, it is important that we form the TC-12 Committee itself as early as possible, therefore looking forward to an early response from your part, if at all possible before March 17th.

Lastly, if in any way possible, I would like to plan and propose a first meeting of TC-12 in the first week of September somewhere in Europe. Candidate locations are at this moment Sofia in Bulgaria, Tilburg in The Netherlands, or Talinn, Estonia (USSR). A fourth possibility is Sydney, Australia, the third week of August, 1990. This meeting would last for two days. I welcome your suggestions on this matter as well.

Yours sincerely,



Prof. Dr. Robert Meersman,  
TC-12 Chairman

c.c.: IFIP President, Mr. Bl. Sendov;  
IFIP Vice-President;  
Mr. A. Rolstadas, Cognizant Officer (IFIP VP),  
via IFIP sec;  
Prof. Dr. A. Verrijn-Stuart, Trustee, via IFIP sec;  
IFIP Secretariat



## TC-12 Aims and Scope

**AIMS:** The promotion of research and the coordination of the exchange of information within the field of Artificial Intelligence and with related field of interest.

**SCOPE:** The scope of this Technical Committee includes the study of knowledge representation, reasoning, problem-solving, machine-learning, processing and understanding natural language, robotics, computer vision, and other cognitive and intelligent functions of machines.

TC-12 Working Group Chairmen, Vice Chairmen  
and Secretaries

WG 12.1 Knowledge Representation and Reasoning

Acting Chairman: W. Bibel FRG  
Technische Hochschule Darmstadt  
FB Informatik  
Alexanderstrasse 10  
Darmstadt D-6100  
FR Germany

WG 12.2 Machine Learning

Acting Chairman: Y. Kodratoff F  
Université Paris Sud  
Equipe Inference et Apprentissage  
Batiment 490 LRI  
Orsay F-91405  
France

Acting Secretary: P. Flach NL  
INFOLAB  
Tilburg University  
P.O. Box 90153  
5000 LE Tilburg  
The Netherlands

WG 12.3 Problem Solving

Acting Chairman: L. Siklóssy NL  
P.O. Box 71710  
1008 DE Amsterdam  
The Netherlands

WG 12.4 Natural Language Processing

Acting Chairman: J. Sowa USA  
IBM Research Institute  
500 Columbus Avenue  
Thornwood NY 10594  
U.S.A.

Acting Vice-Chairman: H. Bunt NL  
Institute for Language Technology  
and Artificial Intelligence  
P.O. Box 90163  
5000 LE Tilburg  
The Netherlands





### List of AISG members

Ranan Banerji	USA	
Wolfgang Bibel	CDN	
Ivan Bratko	YU	
Luigia Carlucci-Aiello	I	
William Clancey	USA	
Hervé Gallaire	D	
Joseph Katz	USA	
Elód Knuth	H	
Yves Kodratoff	F	
H. Mahabala	IND	
Ryszard Michalski	USA	
John Mylopoulos	CDN	
Jean-François Omnes	EEC	
Antonio Porto	P	
Dmitry Pospelov	USSR	
Ross Quinlan	AUS	
Raymond Reiter	CDN	
Zhongzhi Shi	PRC	
Laurent Siklóssy	NL	
John Sowa	USA	
Luc Steels	B	
Alexander Verrijn-Stuart	NL	
Robert Meersman	NL	chairman
Peter Flach	NL	secretary



# IFIP

INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

Date: 1 February 1990  
Address reply to: Dept. of Human Sciences,  
University of Technology,  
Loughborough,  
Leicestershire, LE11 3TU

The President,  
IFIP Full and Affiliate Member Societies.

Nomination of Member to new TC.13  
on Human-Computer Interaction

Dear Mr. President,

As you will probably know from the December IFIP Newsletter and from the General Assembly minutes which have just arrived, TC.13 was established at the September 1989 General Assembly.

I enclose herewith a copy of the statement of scope and aims of TC.13.

Therefore I have the pleasing duty and honour to request the formal nomination from your Society/Association of a Member to TC.13 if you wish to be represented on this new Technical Committee.

The first major event under the aegis of TC.13 will be the INTERACT '90 Conference, to be held in Cambridge, England, 27-31 August 1990. This Conference of course had already been planned under the aegis of the previous IFIP Task Group on Human-Computer Interaction. For your information and for the information of your nominee member of TC.13, I enclose a copy of the Call for Participation.

I envisage holding the first meeting of the Technical Committee in Cambridge on Sunday 26 August. I intend to make a formal proposal for this first meeting to members of the TC when they have been nominated by the National Societies, to ensure that this arrangement will be acceptable to them.

I look forward to hearing from you.

Yours sincerely,

Professor B. Shackel  
Chairman, IFIP TC.13

\* Not enclosed with copy to  
General Assembly Representatives.

IFIP - A VISION FOR THE FUTURE

# INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

## TECHNICAL COMMITTEE TC.13 - HUMAN-COMPUTER INTERACTION

### Terms of Reference

#### Scope

The Technical Committee aims toward the development of a science and a technology of the interaction between humans and computers (under 'computers' we include information technology in general). The main orientation is toward the users, especially the non-computer-professional users, and how to improve the human-computer relationship for them.

Areas for study include:-

- \* the problems people have with computers
- \* the impact of computers upon people in both individual and organisational contexts
- \* the determinants of utility, usability and acceptability
- \* the appropriate allocation of tasks between computers and people
- \* modelling the user as an aid to better system design
- \* harmonising the computer to the characteristics and needs of the user.

While the scope is thus set wide, with a tendency towards general principles rather than particular systems, it is recognised that progress will only be achieved through both general studies to advance theoretical understanding and specific studies on particular practical issues (e.g. interface design standards, software system consistency, documentation, appropriateness of alternative communication media, human factors guidelines for dialogue design, the problems of integrating multi-media systems to match user needs and organisational practices, etc.).

#### Aims

To encourage development towards a science and a technology of human-computer interaction, the Technical Committee will pursue the following aims:-

- \* to promote and provide facilities for the exchange of information
- \* to encourage empirical research (using valid and reliable methodology, with studies of the methods themselves where necessary)
- \* to promote the use of knowledge and methods from the human sciences in both design and evaluation of computer systems
- \* to promote better understanding of the relation between formal design methods and system usability and acceptability
- \* to develop guidelines, models and methods by which designers may be able to provide better human-oriented computer systems
- \* to co-operate with other groups, inside and outside IFIP, so as to promote user-orientation and 'humanization' in system design
- \* to organise specific programmes (e.g. by technical study groups, workshops, etc.) through which to pursue these aims.