HUMAN PERFORMANCE MODELING-TG BYLAWS

ARTICLE I - Name
The Human Performance Modeling Technical Group, hereinafter referred to as the HPM-TG.

ARTICLE II - Purpose
The HPM-TG focuses on the development and application of predictive, reliable, and executable quantitative models of human performance. It considers the human, engaged in some goal-directed behavior, in the context of a specific task environment.

Models of interest to the TG encompass the scope of systems of interest to the Human Factors and Ergonomics Society. Hence, we would equally promote models of physical activity, isolated aspects of human performance, models of integrated perceptual, cognitive, and motor systems, and integrative ergonomic modeling. The TG will promote and disseminate (a) the basic science foundation of such models, (b) engineering research needed to apply human performance models to human factors applications, (c) new formalisms for human performance modeling, and (d) techniques for evaluating the predictive success of such models.

The TG is a forum for testing modeling approaches that are emerging from the basic research community against the hard realities of human factors problems. Contrariwise, we see the identification of challenges faced by the human factors community in human performance modeling as providing significant feedback to more basic researchers on the problems to be overcome and the opportunities for improvement to the research base.

ARTICLE III - Affiliation
The HPM-TG is an integral part of the Human Factors and Ergonomics Society, herein referred to as HFES. Organizationally it is a member of the Council of Technical Groups, hereinafter referred to as the COTG. It conducts business as outlined in Chapter 16 of the HFES Operating Rules.

ARTICLE IV - Membership
Membership is open to all members of the HFES and non-members sharing the HPM-TG's purposes. Annual dues are determined by the Technical Chair of the HPM-TG. The HPM-TG year coincides with the HFES Annual Meeting. Dues are applicable to the calendar year.

ARTICLE V - Activities
The HPM-TG shall:
1. Publish at least two newsletters per year, one of which will contain one or more reports from the HPM-TG's annual business meeting.
2. All balloting correspondence shall be carried out via electronic mail (e-mail) as discussed below in Articles VII and VIII.
3. Referee papers in the area of human performance modeling;
4. Conduct a business meeting at the HFES Annual Meeting;
5. Conduct at least one technical session at the HFES Annual Meeting; and
6. Participate in the COTG meetings

ARTICLE VI - Officers, Organization and Duties
1. Officer Designation and Tenure
   a. The following elected officers of the HPM-TG shall serve a two-year term:
      i. Chair
      ii. Program Chair
      iii. Program Chair-Elect
      iv. Membership Chair
      v. Webmaster
      vi. Newsletter Editor
   b. If no candidates are nominated for the Webmaster & Newsletter Editor, this position may be filled through appointment by the Chair.
   c. Should an officer be unable to complete the elected term, a replacement shall be appointed by the remaining Executive Committee members to serve the remainder of the term.
   d. All terms of office begin and end at the close of the HPM-TG's annual business meeting in a given election year.
2. Organization
   a) The Executive Committee consists of the officers listed above.
   b) The Program Committee consists of the Program Chair, Program Chair-Elect, Membership Chair, and the appointed reviewers.

3. Duties of the Officers
   a) Chair. The Chair is responsible for conducting HPM-TG activities in accordance with Society Operating Rules and is responsible for HPM-TG finances. The Chair must ensure that the TG account at all times has sufficient funds to support the activities listed in Article V. The Chair shall determine the membership dues and notify the Society executive director prior to or during the HFES Annual Meeting. The Chair shall prepare the agenda for the annual business meeting, preside over the meeting, and ensure that the minutes of the meeting are distributed to the membership. The Chair shall oversee the nomination and election of officers. The Chair shall report the HPM-TG's activities, plans, and budget as requested by the HFES Executive Council and COTG Budget and Finance Committee.

   b) Program Chair. The Program Chair is responsible for the development of the HPM-TG's technical program through solicitation and review of technical paper submittals and symposia/panel discussion proposals.

   c) Program Chair-Elect. The Program Chair-Elect is the understudy to the Program Chair and becomes the Program Chair when the current Program Chair's term of office expires.

   d) Membership Chair. The Membership Chair will be responsible for generating innovative ideas for recruiting new members and for better meeting the needs of the current members.

   e) Webmaster. The Webmaster is responsible for (1) the ongoing collection of information relevant to the HPM-TG and (2) maintenance and updates to the HPM-TG website, performed at least quarterly.

   f) Newsletter Editor. The Newsletter Editor is responsible for (1) the ongoing collection of information relevant to the HPM-TG and (2) the preparation and distribution of at least two newsletters per year.

ARTICLE VII - Elections
The HPM-TG shall distribute a Call for Nominations and hold officer elections in even years between July and September. Webmaster and Newsletter Editor elections will be held during odd years. Per Article VIII, the HPM-TG shall distribute ballots listing nominees for each office. The results of the elections will be announced at the annual business meeting, via e-mail and in the HPM-TG newsletter.

ARTICLE VIII - Balloting
At times, the Executive Committee may consider items (e.g., elections, activities with other professional societies, award programs, etc.) that may have significant impact on how the HPM-TG fulfills its purpose or carries out activities as specified in these bylaws. If approved by the Executive Committee, such items shall then be put to the vote of the entire membership via a ballot. The Technical Chair shall solicit and include on the ballot, if available, arguments in favor of and in opposition to the item under consideration. The time limit for the return of ballots shall be no less than three weeks from the announced starting date of the balloting period. A simple majority of those technical group members casting ballots shall be required for approval and results will be announced via e-mail and in the HPM-TG newsletter.

ARTICLE IX - Amendments
Amendments to these Bylaws may be submitted to the Technical Chair, who will review consistency with HFES Operating Rules. The Technical Chair will submit amendments that are consistent with these rules to the newsletter editor for publication and balloting.