

## **4<sup>th</sup> MEETING OF STANDING COMMITTEE**

1. The second meeting of the International Standing Committee was held at The Institution of Mechanical Engineers at 2:30 p.m. on Friday, 13<sup>th</sup> September, 1963.

### **The following delegates were present:**

Dr. L. Mullins	<b>Great Britain, (Chairman)</b>
Dr. Ekkehart Krainer	<b>Austria</b>
Prof. G.A. Homes	<b>Belgium</b>
Mr. Wm. E. Havercroft	<b>Canada</b>
Mr. R.D. Barer	<b>Canada</b>
Mr. S.A. Lund	<b>Denmark</b>
Prof. P.G. Bastien	<b>France</b>
Dr. R. Seifert	<b>Germany</b>
Mr. C.C. Bates	<b>Great Britain</b>
Mr. R. Main	<b>Great Britain, (Secretary)</b>
Prof. G. Moravia	<b>Italy</b>
Prof. H. Kihara	<b>Japan</b>
Mr. A. de Sterke	<b>Netherlands</b>
Mr. A. Baggerud	<b>Norway</b>
Prof. I. Malecki	<b>Poland</b>
Dr. Z. Pawlowski	<b>Poland</b>
Mr. D.B. Marais	<b>S. Africa</b>
Prof. Manuel de Miro	<b>Spain</b>
Mr. K.C. Gredborn	<b>Sweden</b>
Mr. R. Hornung	<b>Switzerland</b>
Dr. G.E. Tenney	<b>U.S.A.</b>
Mr. R.G. Strother	<b>U.S.A.</b>
Prof. M. Micheev	<b>U.S.S.R.</b>
Mr. I. Victorov	

## **2. Apologies for Absence**

In addition to the apologies submitted at the first meeting on the 10<sup>th</sup> September, an apology was received from Dr. Baldi.

## **3. Minutes of the Previous Meeting**

After a small amendment to Item 4 of the minutes of the meeting held on the 10<sup>th</sup> September, Mr. Bates proposed that they be adopted as a correct record. This was seconded by Dr. Tenney and carried.

## **4. Matters Arising from the Minutes**

- (I) Some further corrections were made to the list of delegates' addresses and it was agreed that a final list should be sent by post to all delegates with a request that further corrections, if any, should be sent to Mr. Havercroft.
- (II) Dr. Pawlowski put forward three proposals:
  - a) To set a date by which all delegates should send comments on the scope and arrangements for the Fifth Conference, the object being to help the new Organizing Committee to draw on the previously accumulated experience.
  - b) To begin as soon as possible the exchange of information between Societies (see Item 4 c) of previous minutes). The Organizing committee should act as post office for dissemination of this material.
  - c) That information regarding conferences and meetings planned by National Societies (i.e. anything more than a one-day meeting) be circulated as early as possible.

The Standing Committee agreed that proposals a) and b) should be implemented by the 31<sup>st</sup> December, 1963. Dr. Seifert undertook to circulate the available German material within one month. Regarding proposal c), the Chairman asked Societies to ensure that the Canadian Secretary was on their mailing lists.

- (III) Dr. Tenney suggested that steps be taken to make the work of the Standing Committee more widely known both to the individual Member Societies to the world at large. He suggested that the new Terms of Reference should be published in the Proceedings, and it was agreed that this should be done. Dr. Tenney asked that adequate supplies of the Proceedings should be printed to cover all likely demands. The Secretary stated that it was intended that the order for the Fourth Conference Record would be adequately large; Dr. Mullins suggested that delegates should advise the British organizers of anyone needing copies.
- (IV) It was agreed that the United Kingdom would be responsible for winding national co-operation, including the Fifth Conference, to be in the hands of the Canadian Society.

## **5. Comments on the Fourth International Conference**

The Secretary invited frank comments on the organization of the Conference as a guide to future events, and the following points were accordingly put forward.

- (I) Prof. Homes hoped that it would be possible to provide more opportunities for delegates to meet outside of the main events of the program.
- (II) Mr. Bates asked whether improved arrangements could be made for

contacting delegates. The Secretary suggested that signing-in sheets should be provided on which each delegate on registering would insert his name, registration number and hotel. These sheets could be displayed in the registration hall.

(III)Mr. Hornung recommended the planning of small discussion groups on specific subjects as an ancillary to the main discussion.

(IV)Mr. De Sterke suggested that future organizers attempt to get discussion contributions in writing in advance. This would help Chairmen to plan effective discussions and would also enable them to eradicate unnecessary material.

(V)Mr. Strother mentioned the disappointment felt by many delegates from abroad on being unable to join visits, this being aggravated by the fact that many delegates with tickets did not turn up. Dr. Mullins suggested that a system similar to stand-by airline tickets might be adopted, although this would mean supervision of every visit departure and might also lead to difficulties where security clearance was required.

(VI)Prof. Malecki recommended the adoption of the rapporteur system at future conferences, although he accepted that the final choice of system lay in the hands of conference organizers.

(VII)Prof. Moravia queried the possibility of national reports on limited specified topics for future conferences. He was not, however, advocating a return to the general national reports which had been a feature of previous meetings. Mr. Bates suggested that such national reports might be made available in writing during the conferences, thus saving time in actual presentation.

(VIII)Dr. Tenney advised against the adoption of an approved pattern for future conferences- each had its own character and this was a desirable state of affairs.

(IX)Prof. Homes suggested that visits before the conference might be considered, thus giving greater flexibility in timing of the working sessions or informal discussions.

(X)Mr. Lund suggested that more details about the works visits should be given with the registration forms. This is necessary so that delegates may decide which ones are of interest when completing their forms.

(XI)The main criticisms of the Fourth Conference were the shortage of preprints and of the visits. The Chairman explained that both of these problems had been aggravated by the large number of delegates (about 120) who had not given any intimation whatever of the intention to take part until their arrival during the conference week.

## **6. Closure**

Dr. Mullins extended his grateful thanks to all delegates for their helpful spirit of co-operation both during the Standing Committee meetings and at other conference events during the week. The meeting then ended.