



2011 ICA Board Meeting Minutes

Date: Friday 1 July 2011

Time 0830 to 1700h

Place Congress Centre, Aalborg, Denmark

Attendance: Michael Vorlander, Charles Schmid, Samir Gerges (till 1300), Antonio Perez Lopez, Marion Burgess, Adriano Alippi, Philippe Blanc-Benon, Barry Gibbs, Jeong-Guon Ih (till 1300), Jean Kergomard, Eugeniusz Kozaczka, Claus Møller Petersen, Michael Stinson,

Apologies: Sonoko Kuwano, Jing Tian, Yui Lam (replaced by Gibbs)

1. Opening and Approval of the Agenda

Jan Abilgaard Pedersen from Audio Engineering Society was welcomed as an observer for the meeting.

2. Announcements

As some board members needed to leave early it was agreed that the agenda would be organized to cover any relevant items before their departures.

3. Minutes of the 2010- Board Meetings held in Sydney were approved and the draft version on the website to be replaced with confirmed version.

4. Report from President

MV

4.1 Confirmation of current Board membership

Jeong-Guon Ih, from the Korean Acoustical Society was endorsed as Board member. Michael Vorlander explained the executive actions to seek a representative for the remaining open seat. The board endorsed the recommendation of Claus Møller Petersen, President for the Danish Acoustical Society. Both these were warmly welcomed to the board.

4.2 Endorsement of Conflict of Interest (*Attach#4.2*)

The 'Conflict of Interest' proposal had been distributed to the board some months ago and no negative comments had been received. It was agreed that this should now be included on the website under 'Governance' and be applicable from this board meeting forward.

4.3 Endorsement of Voting Guidelines (*Attach #4.3*)

The 'Voting Guidelines' proposal had been distributed to the board some months ago and no negative comments had been received. It was agreed that a clause should be added to clarify that the nomination of a deputy to attend board meetings should be approved by the member organization. With this change the guidelines should be included on the website under the governance and be applicable from this board meeting forward.

MB and MS to action

5. Report from Vice President

CS

Charles Schmid advised that relevant points were covered elsewhere in the agenda

6. Report from General Secretary

MB

Marion Burgess advised that the secretarial duties continued. One change was that the dealings with the members regarding payment of fees was now being handled by the treasurer who was also receiving any updates on contact details. The refinement of the web presence had continued and the efforts of Mike Stinson were appreciated.

To increase the profile of the ICA it was agreed that all members be encouraged to identify their ICA member society status on their website with a logo and hyperlink. It was also agreed that the member societies be reminded to identify on their promotional material, including documentation for national meetings, their membership of ICA with the logo. It was however important that the inclusion of the logo/identification should not state that any meeting was endorsed/supported/cosponsored by ICA unless that was the case via the Symposium support scheme.

MV & MB to advise members

7. Report of Treasurer (*Attach# 7*)

7.1 Member Dues Status and Expenses

APL

7.2 Budget 2011/12, 2012/13, 2013/14

APL

Antonio Perez Lopez discussed the documents that has been distributed and explained that although the ICA did not have to work to a fixed financial year period the executive had decided that from now on the accounts/budget should be presented for the financial year from July to June irrespective of when the board meeting was held. It was also proposed that from now on to have a budget

covering a three year cycle in line with the major income contribution from the Congress and also related to the General Assembly.

Antonio Perez Lopez was thanked for his diligence in following up the member societies for their fees and from the update of the status as at 30 June, it was refreshing to see that only a small number of members had not paid. The continued problems in communication with the RAS and EEAA were discussed and further attempts will be made.

The accounts and budget were accepted.

8 Membership

8.1 New /Resignation/Change in shares MB

8.2 Strategy for recruiting new members MV

- The request for Observer Status from Morocco (Attach #8.1a) was accepted following confirmation of the formal registration of the Society and membership would commence to be endorsed at the GA 2013
- The Expression of interest from Equador (Attach #8.1b) to be followed up with an invitation to join subject to confirmation of the formal details of the Society
- The request for the increase in the number of shares from Spain (Attach #8.1c) was accepted effective from 2011 and to be endorsed at the GA 2013
- The requests for permanent Board seat Spain (Attach #8.1d) and Poland (Attach #8.1e) were discussed and it was agreed that, while the proposals for the changes in Governance would remove the concept of the Permanent seats, these could be presented at the GA 2013 as in indication of the extent of involvement of these countries in acoustic activities.
- Follow up with Malaysia, which had received symposium sponsorship, had no response thus far. It was agreed that the ICA should investigate support for Westpac which would then increase the presence in Asia
- Samir Gerges reported on group in Dubai that is considering forming a Middle East Acoustical Society. Michael Vorlander has contact with Israel Acoustical Society which may lead to membership

8.3 Role for ICA in formation of national societies CS

It was agreed that the proposal for start up funding (*Attach#8.3*) be accepted and placed on the website.

MB and MS to action

8.4 Governance and changes in Board structure (Attach#8.4) MV

a) Board Members

Michael Vorlander explained the background to the proposal which was an approach to implanting what had been agreed at the 2010 GA. Barry Gibbs expressed concern from IOA about the reduction in presence on the board from Europe by the proposal and similar concerns were raised by other board members. The proportion of European members that were being counted in the ASA statistics should also be considered. The options for the procedure for the selection of the 'dedicated' seats for the regions were discussed. Michael Vorlander responded that one goal of the changes was to encourage active members to be more involved in ICA. He also pointed out that and that, while the proposal would ensure a minimum representation from each region the remaining open seats would be most likely filled by European members and so the composition of the board would in effect be very similar to the current composition.

There was general agreement with the proposal but the procedure for the selection of the dedicated seats was critical and needed to be clearly presented to the board. It was agreed that there should be a subcommittee to work on this and the subcommittee would include:

Jean Kergomard, Yui Lam, Philippe Blanc Benon, a representative from Wespac, Charles Schmidt, Michael Vorlander, Marion Burgess.

The subcommittee terms of reference are:

to develop options for the implementation and in particular the procedure for the nomination/voting for the dedicated seat members

This document needs to be distributed to the board with time for board member consultation within their organisations prior to the 2012 board meeting. The decision on the location/time for the 2012 board would define the time frame available for the sub committee.

It was agreed that the outcome from the board meeting 2012 should be the agreed proposal including the procedure for nomination/voting for the dedicated seats. Then the document would be refined as necessary with the aim of approval at GA 2013 and immediate application in selection of the 2014-2017 board.

b) International Affiliates

Michael Vorlander invited Jan Pedersen (present as observer) to summarise the

scale of the Audio Engineering Society. It has 14,000 members internationally with annually 2 major events (one in Europe and US) plus 4 focused meetings plus regional conferences in S America, Japan, UK. As well there is a strong local chapter structure with further activities. Cooperation would be mutually advantage and increase the status for acoustics.

It was agreed to offer International Affiliate status to AES with the suggestion at class A rating.

Marion Burgess reported on interest from ICBEN to become Int Affiliate and that it would be discussed at their board meeting in July. It was agreed that following the outcome of that meeting ICBEN could be offered International Affiliate status with the suggestion at class B or C rating.

MV and MB to action

Marion Burgess introduced the current bylaw regarding to International Affiliates which specifically requires that if there are more than 6 then at the GA there is voting among them to select 6 for the board. It was agreed that this would be a clumsy process and would lock in only 6 international affiliate representatives for the following 3 years. It was agreed that the current balance on the board should be maintained so that there should not be more than 6 votes from Int Affiliates. It was therefore proposed to change the current by law

A Board of fifteen members, elected by the General Assembly..... In addition, also at the General Assembly, every International Affiliated Member appoints a member up to a limit of 6; if there are more than 6 International Affiliated Members, 6 members are elected at the General Assembly by the International Affiliated Members.

To *A Board of fifteen members, elected by the General Assembly. In addition, up to 6 International Affiliated Members (only 1 per International Affiliate). If more there are more than 6 representatives from the International Affiliates attending the board meeting then at the commencement of the board meeting the International Affiliate Members select 6 from those present to execute the voting rights.*

The board agreed to proposing this change also be considered by the governance subcommittee with the aim of finalizing and putting forward to 2013 GA.

9. ICA Sponsorship of meetings

9.1 Specialist Symposia Support 2011 (*Attach #9.1*) MB

9.2 Review application process - add second email contact MB

It was agreed for executive to follow up that the symposia use the logo and acknowledge the support from ICA

9.3 Other Meetings on Acoustics -

There was the potential to increase the profile of the ICA by encouraging member societies to use the logo on national and other meetings.

10 ICA Awards and Grants for 2013 (*Attach#10*)

10.1 ICA Early Career Award Sub Committee report SK

10.2 Young Scientists Conf Attendance Grants report SK

Committee has been formed and all the applications forms will be on the web page

11 20th ICA Progress Report, Sydney 2010 (*Attach # 11*) MB

The report was accepted and the contribution to the ICA funds higher than had been budgeted was appreciated. The efforts of Marion Burgess and the Australian Acoustical Society were acknowledged by the board.

12 21st ICA Progress Report, Montreal 2013 (*Attach # 12*) MS

The report was accepted with some discussion. In particular the committee were asked to reconsider the need for a social or a dinner on three nights .

13 22nd ICA Progress Report, Buenos Aires 2016 (*Attach # 13*) SG

The report was accepted with some discussion. In particular there was a need to clarify and seek Board approval for arrangements for any reduction in registration fee for FIA participants.

14 Procedure for selection for ICA 2019 MV, CS

14.1 Guidance from previous board (*Attach#14*)

It was agreed that the region to be invited to bid for ICA 2019 would be Europe and the processes in the guidelines would be followed leading to the voting at the time of the 2013 Board meeting

15 Coordination opportunities

- 15.1 Conference coordination report (*Attach#15*) MB

Some additional dates for the conference coordination calendar were advised and all board members are asked to provide any further information they obtain on future meetings

MB to add to calendar

- 15.2 Directory of student grants awards MV

Updating of links from ICA website continued.

16 Role of ICA within International Council for Science (ICSU)

- 16.1 Strategic plan for Promotion of International Union for Acoustics within ICSU MV, PBB

- 16.2 Plans for meeting with ICSU management 5 July MV, PBB

In preparation for the meeting in Paris on 5 July there was some discussion about the ICSU and what would be required for ICA to achieve Union status. There was a need to highlight the role of acoustics in many different areas and the opportunities for ICA to be involved with the activities of ICSU. There would be a need for ICA to have key persons in the relevant topic areas to be able to participate in specific aspects. There was also the possibility that ICA could offer the structure for organizing workshops specifically related to acoustics that are within ICSU focus areas. In regard to the application process it would be important to have a timeline so that ICA could plan to be able to provide the best case to ICSU.

17 Role of ICA within IUPAP

- 17.1 Report on IUPAP 2010/11 meetings SG

- 17.2 Issues for IUPAP 2012

Samir Gerges reported on IUPAP meeting and summarized the activities of IUPAP. There were no specific issues for IUPAP 2012

18 18.1 Role of ICA within IUTAM

Report was received from Andy Norris and appreciated by the Board (*Attach #18*)

- 18.2 Issues for IUTAM 2012

The IUPAP launch of the open access for Symposia proceedings was interesting but this is currently being done within ICA by placing the proceedings on the web for

free access.

It was agreed that the member societies should be advised of the opportunities for application for IUTAM symposium/meeting sponsorship

MV and MB to action

19 Proposal for Lifetime contribution to acoustics award for Walter Mayer who has contributed significantly to acoustics and in particular to the ICA over many decades with the maintenance of the calendar of meetings. It was agreed that he should be presented with a Lifetime achievement in Acoustics Award and that this would be presented at the 162nd meeting of ASA in November 2011 as he would be unlikely to attend the ICA 2013.

In the future such awards should preferably be presented at the ICA congress and required a one page proposal from any member society plus agreement by ICA board.

20 Other Business

The "Science communication in Context" from ISCU (available from <http://www.icsu.org/publications/cfrs-statements/science-communication/advisory-note-on-science-communication>) should be put on the web page and brought to the attention of member societies

MB to action

It was agreed that a proposal for "International Year of Acoustics" should be supported and Charles Schmid is to discuss with G Frisk and investigate what would be required to initiate such a year.

CS to action

It was agreed that ICA should establish a ISSN and a block of ISBN numbers for the conference Proceedings. Antonio Prerez-Lopez will follow up and once available the details to be inserted in the conference guidance details for future congress organizers.

APL and MB to action

It was discussed that there is a need for some authors to have peer review and the ICA 2013 organisers should consider options to provide this.

MS to action

21 Next Meeting Schedule

The Secretary General is to distribute request to members seeking preference for board meeting at the time of the conferences in Hong Kong or New York. If the outcome is for a board meeting in Hong Kong then it should be arranged within the week (maybe Thursday) or at the completion of the Wespac

22 Close of the Meeting

Meeting closed at 1500 and board members were thanked for their contributions to an effective meeting.