



2013 ICA Board Meeting 1 Minutes

Date: Sunday 2 June

Time: 0830 to 1500h

Place: Room 524a, Palais des Congrès de Montréal

1001 Place Jean-Paul-Riopelle, Montréal, Québec

Attendance: Michael Vorländer, Charles Schmid, Samir Gerges, Marion Burgess, Antonio Perez-Lopez, Roberto Pompoli, Bertrand Dubus, Jeong-Guon Ih, Sonoko Kuwano, Yiu Lam, Dorte Hammershøi, Michael Stinson, Jing Tian, Eugeniusz Kozaczka

Jean Kergomard (EAA), Jorge Patricio (FIA), Bogumil Linde (ICU), Christian Giguere (IIAV + ICBEN), Toru Otsuru (WESPAC), Rajendra Singh (I-INCE), Diemer de Vries (AES)

Apologies: Vyacheslav Maslov (RAS), Andrew Norris (IUTAM)

1. Opening and Approval of the Agenda - it was agreed that the items 12, 13 and 14 would be brought forward to 0900.

2. Announcements and statements of any conflict of interest (*attach #1*) - The board members were asked to advise of any conflict of interest. No conflicts were advised and it was taken that all present endorsed the statement.

3. Minutes of the 2012- Board Meeting held in Hong Kong, which are available from web, were approved.

4. Report from President MV
Michael Vorländer noted that matters to be discussed under agenda items

5. Report from Vice President CS
Charles Schmid reported on the ASA committee on education and the contribution from ASA to assist the ICA with the 33 student grants awarded for this meeting.

6. Report from General Secretary MB
Marion Burgess expressed thanks to Mike Stinson for the excellent service of

updating of the ICA website and advised that other matters to be discussed under agenda items

- 7. Report of Treasurer (*attach #7*) APL
 - 7.1 Member Dues Status and Expenses
 - 7.2 Budget 2013-2014
 - 7.3 Financial report over 3 years

Antonio Perez-Lopez reported on the status of the accounts and that the only outstanding fees were for one member society and one international affiliate. He also reported that the ICA had in total reserves and active account almost twice the annual operating costs and this was in accord with the guidelines for responsible management of organizations. It was explained that the accounts of the ICA did need to be considered over 3 years with the main income generated in the year of the congress and the bulk of the expenditure on student support grants in the year leading up to the congress. There was some discussion that the board should have a plan for spending more of the reserves in coming years. Michael Vorländer agreed and said that there were some proposed actions in other agenda items that would require use of the some of the accumulated funds.

- 8 Membership
 - 8.1 New /Resignation/Change in shares MB

There were no resignations or changes in shares since the last board meeting. There had been two applications for membership: Israel and Nigeria. It was agreed to accept these applications for endorsement and welcoming at the General Assembly.

It was suggested that there could be a relationship between the size and involvement of the society with the number of shares. Following discussion it was agreed that now was not the time to ask societies to change their share allocations. It was agreed that the incoming board to consider forming a task group or subcommittee to advise on means for improved communication of the benefits for member societies and to review the process for shares.

It was agreed that there would be a follow up with the following country societies:
Ecuador - Samir Gerges to follow up
Malaysia - To date no responses have been received since the support for the

meeting in 2010. Marion Burgess to seek advice on contacts via WESPAC

Middle East - Samir Gerges reported that the grouping comprised primarily consultancies so it was agreed that there would be no follow up

Iran - Michael Vorländer reported that an invitation letter had been sent and also a very positive report had been received by a person who had participated in a recent conference in Iran.

Thailand - Marion Burgess had been following up and at this stage the society has not yet been formed.

Review of Observer Members

MB

That some observer members had been at the same level for many years was discussed and it was agreed that Marion Burgess would continue to follow up with South Africa, Jean Kergomard would follow up with Latvia and Belarus and Antonio Perez-Lopez would follow up with Morocco.

8.2 Status on Governance and actions on changes in Board structure (attach #8.2.1, #8.2.2)

Michael Vorländer explained the background to the proposed changes in the governance and voting. As the changes were substantial in relation to the voting process he sought the support of the board members during the General Assembly and advised any board member who was not clear on the process to discuss with the executive before the General Assembly.

9 General Assembly

9.1 Report on nominations for executive (attach #9.1)

9.2 Report on nominations and voting (attach #9.2.1, #9.2.2) MV

Samir Gerges reported on the process of the nominating committee and the final proposals for the executive members. The board endorsed the recommendations of the nomination committee and thanks the committee for their work on behalf of the board.

9.3 Other matters for General Assembly

The President will announce that new board will work towards expanding the activities of the ICA on behalf of the members

10. ICA Sponsorship of meetings (attach #10)

10.1 Specialist Symposia -Applications approved for 2013

The symposia supported for 2013 were presented and endorsed.

10.2 Revision of application guidelines

It was agreed to increase the upper limit of the amount to Eu2,000

It was agreed that in the future the acceptance letter should include the requirement that there be a short presentation on the ICA during the opening of the meeting.

10.3 Symposium sponsorship and ASA CIRE

The chair of the Committee on International Research and Education (CIRE) had been advised of the proposal from the 2012 ICA Board meeting of the integration and management of the CIRE symposium sponsorship as part of the ICA scheme. This was to be discussed at ASA meeting but no further information had been received. It was agreed that attendance by the ICA Sec General at the appropriate ASA meeting during this ICA would be a way to further this proposal and make more effective use of this avenue for meeting support.

10.3 Other Meetings on Acoustics

It was suggested that there could be greater visibility for ICA at the meetings of the international affiliates by for example an ICA nominated plenary speaker. Also it was suggested that International affiliates could provide assistance to the ICA in regard to the support for the establishment of new societies.

11 ICA Awards and Grants for 2013 (attach #11)

11.1 ICA Early Career Award Sub Committee report SK

11.2 Young Scientists Conf Attendance Grants report SK

These reports were presented by Sonoko Kuwano who was thanked for her efforts and asked to provide a report on her experience to give guidance to the incoming board. The information on the web is to be reviewed in accord with the suggestions. Among the minor changes for the EC award are to remove the split between grant and travel assistance so that it is Eu2,000 total, to state that it is normally expected that the recipient will present a plenary or distinguished paper at the ICA, that the nomination must be by a member society and that the nomination form to include a proposed citation for the nominee. For the YS grants it was agreed that the number of applications being received required a change in the assessment process and that the method applied by I-INCE be

considered. It was also agreed that it was unfortunate that some applicants misunderstood the process and did not submit their abstract directly to the conference management system. To help to overcome this it was recommended that the acknowledgement of receipt of application should in future have a reminder that the applicant still had to submit their abstract in time directly to the congress.

12 21st ICA Progress Report, Montreal 2013 (attach #12)

Mike Stinson was thanked for his efforts in regard to the ICA 2013 and the success of the meeting which would be the 3rd largest acoustics event.

13 22nd ICA Progress Report, Buenos Aires 2016 (attach #13)

There was considerable discussion about the plans for ICA 2016 and some concern about the small size of many of the meeting rooms which would require very careful planning of the technical program. The method for integration of the FIA meeting needed to be carefully explained and planned to avoid persons using this route as a means to attend all the ICA sessions.

14 23rd ICA 2019 Aachen (attach #14)

As Hungary had advised they would not proceed with a full submission there was only one submission under consideration. The proposal for Aachen by Germany was well explained and the board endorsed this proposal for the ICA 2019.

15 Conference coordination report (attach #15) MB

The board members were asked to advise the Sec General of any dates and locations for future meetings and also to refer to this calendar when in discussion on meeting planning. The AES conventions will be added to the calendar.

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

Michael Vorländer reported that the meeting in Paris in 2011 with ICSU indicated that there was little opportunity for ICA to be considered as a Union and that since then there had been no noticeable change. Rather than apply more efforts to try to become a full Union Member, he proposed that we should apply our efforts to optimize the benefits of being an Associate Member. Thus far the ICA, through its President and General Secretary, has responded to all the requests for participation in the ICSU initiative such as the World data base and the surveys on

the status of science and also participated in the poster session at the ISCU congress in 2011. There was some discussion on the academic prestige that full Union status would give however it was agreed that we can indeed already claim some prestige in our position as Associate Member

17 Role of ICA within IUPAP

Marion Burgess reported on attendance at the IUPAP meetings in 2012 and advised that she would be attending the meeting later in 2013. She recommended the ICA 2016 consider applying as soon as possible for IUPAP support. She also advised that the request at the 2012 IUPAP meeting for support of International Year of Sound was warmly received.

18 Role of ICA within IUTAM

There were no issues in relation to IUTAM at this time

19 International Year of Sound 2019

Charles Schmid reported that we can follow the guidance from the process adopted for the International Year of Light (2015) but that there will be significant effort to achieve this. Also the aim was to have this year in 2019 and the ICA need to look a little deeper to provide a range of links for 2019. He also suggested that the Library of Congress has significant storage of historical sound data which would be of assistance in promotion. Marion Burgess reported that good advice had been received from the International Commission of Optics via the IUPAP meetings. It was suggested that the incoming board should form a small committee to drive this activity. It was agreed that there would need to be allocation of some ICA funds over the coming years to achieve this goal.

20 Other Business

It was agreed to pay the amount necessary (approx US1,000) for the Chinese Acoustical Society to arrange to scan and index all the past proceedings to have a freely available archive. Charles Schmid agreed to investigate if the data could be archived by ASA POMA. Jean Kergomard and Bertrand Dubus suggested that the SFA through CNRS may also have the data storage available.

The benefits and challenges from open access journals is an ongoing issue internationally and is something that needs to be monitored by ICA to be able to

advise members as appropriate.

Board meeting #2 was to be held on Thursday and the new board members, whose terms will commence on 1 October, will be welcomed at this meeting.

21 Next Meeting Schedule - to be deferred to the Board Meeting #2

22 Close of the Meeting #1 - the President thanked the Board Members for their work on behalf of the ICA and this meeting closed at 1500 hrs.

2013 ICA Board Meeting 2

Minutes

Date: Thursday June 6

Time: 12.00 to 13.00h

Place: Room 524 A

Attendance: Michael Vorländer, Charles Schmid, Samir Gerges, Marion Burgess, Antonio Perez-Lopez, Roberto Pompoli, Bertrand Dubus, Jeong-Guon Ih, Sonoko Kuwano, Yiu Lam, Dorte Hammershøi, Michael Stinson, Jing Tian, Eugeniusz Kozaczka, Jean Kergomard (EAA), Jorge Patricio (FIA), Bogumil Linde (ICU), Christian Giguere (IIAV + ICBEN), Toru Otsuru (WESPAC), Diemer de Vries (AES)

Invited members of the incoming board: Júlio Cordioli; Mark Hamilton; Kohei Yamamoto; Christopher Rooke

Apologies: Rajendra Singh (I-INCE)

1 Opening and Approval of the Agenda - The Agenda was approved

2 Announcements - there were no announcement

3 Introduction of new board effective 1 October 2013

Marion Burgess - President

Jing Tian - Vice President

Michael Vorländer - Past President

Mike Stinson - Secretary General

Antonio Perez-Lopez - Treasurer

Dorte Hammershøi

Bertrand Dubus

Roberto Pompoli

Grazyna Grelowska

Monika Rychtarikova

Yiu Lam

Mark Hamilton

Júlio A. Cordioli

Kohei Yamamoto

Jeong-Guon Ih

Christopher Rooke will be invited member of the new board (without vote)

considering his relationship with ICA 2016.

The retiring board members were warmly thanked for their support of the ICA over past terms:

Samir Gerges
Charles Schmid
Sonoko Kuwano
Adriano Alippi
Philippe Blanc-Benon
Eugeniucz Kozaczka

4 Report on the 21st ICA

The organising committee was sincerely thanked for such an excellent event. It was mentioned that the facilities including the audio visual were excellent and the web app was a great assistance to keep track over the 20 parallel sessions. The final statistics would take a few days to confirm and would be distributed to the board. This would include details on the male/female proportion as well as any available data on "no shows". All were encouraged to attend the closing ceremony when there would also be the invitation to participate in the ICA 2016 in Buenos Aires.

5 Matters arising from the General Assembly

It was agreed that the outcome of the voting had achieved the goal of the revised governance. Consideration needed to be given to methods to make the final round of voting more efficiently processed.

There was some discussion that there needed to be clearer boundaries between the three geographical regions. For example the new member country, Israel, may be better placed within the Asian geographical group. It was agreed that this would be one of the tasks for the new 'membership' subcommittee to be formed by the new board.

Although the President had summarised the key activities by the ICA over the last 3 years during the General Assembly, it was suggested that more time be allocated for the General Assembly to allow for more discussion on topics of relevance for the members. It was noted that the time limitation for the 2013 GA was a special

situation for ICA 2013 due to the large number of meetings in the schedule for the organisations involved.

6 Other Business

There is a comprehensive Wikipedia page on the ICA but the author was unknown. Mike Stinson agreed to follow up to discover the author.

Michael Vorländer provided the photo from 1992 board meeting which had been given to him by David Blackstock. The proposal for creation of an archive of the past board members to supplement the list of names that is currently on the web page. This was agreed and Michael Vorländer to follow up in conjunction with Mike Stinson to establish the best way to feature this on the webpage.

It was agreed that a small subcommittee to initiate the planning for the International Year of sound in 2019 would initially comprise Charles Schmid and Marion Burgess and that other members from within and outside the board would be coopted as necessary.

Marion Burgess reported the outcome from the ASA meeting Committee on International Research and Education (CIRE) was very positive with agreement that the ASA funding for symposium support would be combined with the ICA funding. The process would be established quickly would be effective for the 2014 symposium support. The chair of CIRE, Mark Hamilton, who is an incoming ICA board member, was thanked for his assistance in resolving this matter.

It was agreed that information on each of the member societies would be a valuable addition to the web page. It was suggested that this could be one of the tasks for the subcommittee to be formed to review membership. It was also agreed that a prescribed format for the information would first be required. Antonio Perez-Lopez reported that many societies still do not feature the ICA logo on their web pages and that this should also be part of the project. It was hoped that this action would make the member societies feel more involved with the ICA and maybe provided a further mechanism for initiating cooperation between our members

7 Next Meeting Schedule

It was agreed to wait till the term of the new board commenced and at that time seek advice on the intentions of members to attend international meetings in 2014 and 2015. It was also agreed that as the 2013 and 2016 board meetings were held in the "Americas" region that of the 2014 and 2015 meetings the aim should be to hold one in Asia one in Europe while keeping in mind that the juxtaposition should be with a conference that covers acoustics broadly to facilitate attendance by board members.

8 Close of the Meeting - Meeting closed at 1300