

**INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING
MINUTES OF THE 40th MEETING OF THE GENERAL ASSEMBLY
SUNDAY, 2014 NOVEMBER 16
MELBOURNE, AUSTRALIA**

1. Opening:

The 40th meeting of the General Assembly of the International Institute of Noise Control Engineering was convened at 13:10 on Sunday, 2014 November 16 by President J. Scheuren at the Convention Centre, Melbourne, Victoria, Australia.

2. Roll Call: The roll call of the Member's Societies was conducted by response sheets.

Representatives of the following Member Societies were present:

Australia: Australian Acoustical Society
Austria: Österreichische Arbeitsring für Lärmbekämpfung
Belgium: Association Belge des Acousticiens / Belgische Akoestische Vereniging
Brazil: Sociedade Brasileira de Acustica
Brazil: Pro Acustica
Canada: Canadian Acoustical Association.
China: Acoustical Society of China
Czech Republic: Czech Acoustical Society
Denmark: Danish Acoustical Society
France: Societe Francaise d'Acoustique
Germany: Deutsche Gesellschaft für Akustik
Germany: NALS im DIN und VDI
Hong Kong: Hong Kong Institute of Acoustics
Italy Associazione Italiana de Acustica
Japan: Acoustical Society of Japan
Japan: INCE/Japan
Korea: Acoustical Society of Korea
Korea: Korean Society for Noise and Vibration Engineering
Norway: Acoustical Society of Norway
Portugal: Sociedade Portuguesa de Acustica
Singapore: The Environmental Engineering. Society of Singapore
Slovakia: Slovak Acoustical Society
Spain: Sociedad Espanola de Acustica
United States: Acoustical Society of America
United States: Institute of Noise Control Engineering of the USA

Absent:

Chile: SOCHA
Europe: INCE/Europe
Finland: Acoustical Society of Finland
Hungary: OPAKFI
Lithuania: Lithuanian Acoustical Society
Mexico: Instituto Mexicana de Acustica
Netherlands: Nederlands Akoestisch Genootschap
New Zealand: New Zealand Acoustical Society
Poland: Committee on Acoustics - Polish Academy of Sciences
Romania: Academia Romana Comisia d'Acoustica
Russia Eastern European Acoustical Association

Slovenia: Slovenian Acoustical Society
Sweden: Swedish Acoustical Society
Switzerland: Schweizerische Gesellschaft Für Akustik (SGA-SSA)
Turkey: Turkish Acoustical Society
United Kingdom: Institute of Acoustics

3. Adoption of the Agenda:

The Secretary General gave a brief summary of the agenda of the meeting and asked if there were any additional items for the agenda. One point to be added to the agenda was a report on INTER-NOISE 2016. With agreement, the Agenda was finalized, approved and is appended as Attachment 1.

4. Approval of the minutes of the 39th Meeting held in Innsbruck, Austria, September 15 2013

President Scheuren asked for any comments or suggestions for the Minutes of the 2013 General Assembly meeting which had been circulated. Hearing none, the Minutes were approved as written.

5. Report of the President

President Scheuren reported that as we celebrate our 40th Anniversary, the I-INCE is in good shape, running successful conferences and supporting valuable symposia. A current initiative of the International Institute of Noise Control Engineering (I-INCE) is that a committee of the board will be working on reviewing and revising the I-INCE Vision, Mission, and Goals and also reviewing and updating the Bylaws and Rules.

The report on behalf of the nominating committee for the terms of directors whose terms had expired would be dealt with later in the meeting but he reminded the General Assembly that the directors-at-large are elected by the General Assembly based on nominations from the Member Societies.

President Scheuren reported on INTER-NOISE series planning:

- INTER-NOISE 2015 will be held in San Francisco, CA, USA during the period 2015 August 9-12.
- INTER-NOISE 2016 will be held in Hamburg, Germany during the period 2016 August 21-24.
- For INTER-NOISE 2017, three formal proposals were reviewed by the Congress Selection Committee from the Asia-Pacific Region. The successful application will be announced once the negotiation of the contract has been completed.
- INTER-NOISE 2018 will be held in the Pan American Region. Two informal proposals were received and both will be asked to prepare formal proposal for the 2015 Congress Selection Committee meeting in San Francisco, USA.
- INTERNOISE 2019 will be in the geographical region of Europe-Africa.

6. Report of the Secretary General:

The Secretary General reported that there have been the five new member applications as the result of the good work of the Vice President for Membership, S. Gerges. The Membership applications materials were distributed to the Members and the Board of Directors prior to the meeting. The recommendations from the board were presented for voting from the General Assembly by show of hands. The following outcomes were unanimous:

- Acoustical Society of Croatia – voting in favor of acceptance as a Small Member.

- Acoustical Society of Nigeria - voting in favor of provisional acceptance as Observer subject to the receipt of additional application information.
- Acoustical Society of Egypt – voting in favor of acceptance as a Small Member.
- Iranian Society of Acoustics - voting in favor of acceptance as an Observer.
- ASME Noise Control and Acoustics Division - voting in favor of acceptance as a Large Member subject to a rule change to be discussed later in the agenda.

In addition regarding membership

- Instituto Mexicana de Acustica - voting in favor of withdrawing membership due to lack of response to communications and continued non-payment of membership dues.

In closing, the Secretary General reported that the Secretariat still operates out of the office of R. Bernhard at the University of Notre Dame, which has been supportive of this activity.

7. Report of the Treasurer:

The Treasurer presented the report of the 2013 audited accounts. The information is appended as Attachment 2.

The Treasurer showed the budget for the current year, 2014, as shown in Attachment 3 and the 2015 Budget, appended as Attachment 4. The Treasurer reported that the review of accounts and proposed budgets had been approved by the Board of Directors.

The 2015 Budget included a budget increase. The recommendation from the Board of Directors for the increase in Member dues, the first for 8 years, was based on the ongoing annual deficit which results from a significant increase in the expense for technical activities including the I-INCE Symposia and the Young Professionals Program. The functional cost of operating the I-INCE had not increased. The proposed dues increase was 20%. The annual dues would be changed as follows:

- Small 250 to 300 €
- Medium 500 to 600 €
- Large 750 to 900 €
- Sustaining member fees 550 to 590 €
- Institution fees 75 to 90 €

There were no comments and the dues proposal was unanimously accepted.

8. Membership of the Congress Selection Committee (CSC)

The Chair of the Congress Selection Committee, M. Burgess, provided a history of the composition of the Congress Selection Committee. She noted that the term of a CSC member was for 3 years and that only one additional term was possible. She acknowledged the contribution of the retiring members of the committee, Jean Tourret and Michel Berengier.

Three positions were vacant. The regional Vice Presidents had participated in the nominations and the details of the nominees had been distributed as shown in Attachment 5.

- The nominee for the Europe/Africa region, D. Botteldooren, was unopposed and the nomination was approved unanimously by hand vote by the General Assembly.
- The nominee for the Asia Pacific region to serve a second term, K. Yamamoto, was unopposed and the nomination was approved unanimously by hand vote by the General Assembly.

- Nominees for the Americas were D. Akkerman from Pro Acustica, Brazil, and J. Thompson from INCE/USA. The vote was held by secret ballot of the voting members of the General Assembly. J. Thompson was elected to a three year term on the Congress Selection Committee.

9 Election of Directors-at-Large

The three positions for Director-at-Large were vacant and all Member Societies had been contacted and asked for nominations. The background of the nominees had been distributed as shown in Attachment 6. President Schuren noted that there are some inconsistencies in the rules and the By-Laws with respect to voting. These inconsistencies would be clarified in the future as an outcome of the current review of these documents. He proposed to follow the voting in accordance with past practice. The General Assembly agreed with this procedure. The results of the elections were:

- The nominee for the Europe-Africa region, D. Manvell, was unopposed and the nomination was approved unanimously by hand vote by the General Assembly.
- The nomination for Y-H. Kim had been withdrawn prior to the General Assembly leaving one nominee for the Asia Pacific region, K. Yamamoto. His appointment to the board was approved unanimously by hand vote by the General Assembly.
- Two nominees had been received for the Pan American region; D. Akkerman from Pro Acustica, Brazil, and J. Arenas from SOCHA, Chile. The vote was held by secret ballot of the voting members of the General Assembly. D. Akkerman was elected as the Director-at-Large representing the Pan American region.

The complete slate of Officers and Directors for the year 2015 are appended as Attachment 14.

10. Report on INTER-NOISE 2014, Melbourne, Australia

J. Davy gave a brief report on INTER-NOISE 2014 including the congress venue, exhibition layout and technical program. He noted that the attendance was over 1,000 and that there would be up to 15 parallel sessions in the technical program. Detailed information had been available at the congress website at www.internoise2014.com.

11. Report on INTER-NOISE 2015, San Francisco, USA and INTER-NOISE 2016, Hamburg, Germany

P. Donovan gave a brief report on preparations for INTER-NOISE 2015 including congress venue, hotel accommodations, exhibition layout, timeline and plans for publicity. The congress will be held 2015 August 9-12. Detailed information is available at the congress website at www.internoise2015.com

O. von Estorff gave a brief report on preparations for INTER-NOISE 2016 including congress venue, hotel accommodations, exhibition layout, timeline and plans for publicity. The congress will be held 2016 August 21-24. Detailed information will become available at the congress website at www.internoise2016.com

12. I-INCE Governance

President Scheuren reported that over the upcoming year there would be a full review of the By-Laws and Rules. The results will be reported to the General Assembly in 2015. However there were several matters that needed action at this meeting.

- While there was agreement to a change in the By-Laws at the General Assembly in 2012 it was necessary to clearly confirm the textual content of the revisions. The

specific proposed changes to Articles 8.1 “Composition” and 8.7 “Terms of Office” are specified in Attachment 7, which had been circulated to the Members prior to the General Assembly. There was unanimous support confirming this textural change to the By-Laws 8.1 and 8.7.

- The second matter requests an amendment to the first paragraph of the I-INCE Rules, Part 1, I-INCE General Assembly, Article 9 which currently restricts the number of member organisation from a country to a maximum of 2. President Scheuren explained the background of the request for the change in the Rules and that the change was the recommendation from the Board of Directors. Attachment 8 shows the clause with the deletion of this restriction. This change had been circulated to the Members prior to the General Assembly. There was unanimous support approving this amendment to the I-INCE Rules, Part 1, I-INCE General Assembly

A complete set of the By Laws incorporating these amendments to the By-Laws and I-INCE Rules, Part 1 approved on 2014 November 16 are appended as Attachment 9.

- A third proposal for updating the I-INCE Rules, Part 3, Congress Selection Committee (CSC) rules were presented as illustrated in Attachment 10. These changes to I-INCE Rules, Part 3 had been circulated to the Members prior to the General Assembly. The Chair of the CSC, M. Burgess explained that the updating had been jointly developed with the Secretary of the CSC, C. Burroughs. The updating was intended to better reflect the current processing of applications for hosting the INTER-NOISE congresses for which the documentation is now all undertaken using electronic communication. There was unanimous support approving these amendments to the I-INCE Rules, Part 3.

13. Report of the Vice President for Technical Activities

Vice President for Technical Activities, R. Singh, reported on the technical activities of the I-INCE. His presentation is appended as Attachment 11. His report included progress summaries of Technical Study Groups, the Young Professional’s Program, I-INCE Symposia, and the Future Congress Technical Planning (FCTP) meeting. In particular, R. Singh noted the support for I-INCE Symposium and the support for the Young Professionals program at the INTER-NOISE 2015 to be held in San Francisco. He reported that the support would be allocated to 15 awards at 600 Euros each to support the Young Professionals program and 1000 Euros for the Young Professionals Workshop.

He also explained the new voting procedure by the Members for Technical Study reports. This would be implemented via a secure area on the I-INCE website. Voting on the draft report on TSG 9 will be conducted immediately after the congress.

14. Report of the I-INCE Vice President for Communications

As George Maling had been unable the meeting, J. Thompson gave the annual report on Noise News International (NNI). The presentation materials are included as Attachment 12. In particular he noted that the transition of the publisher had led to a lag in the production schedule but that it should be back on schedule shortly.

Doug Manvell gave a status report on the Board activity to make all INTER-NOISE and similar INCE/USA conference papers dating back to 1972 available via an on-line data base. Attachment 13 summarises the status of this project. The free access will be available

starting 2015 January 1 for the members of those Member Societies who have agreed to make the annual payment (Small 75€, Medium 150€ and Large 225€). He encouraged those Member Societies who had not committed to provide access for their membership to do so promptly to ensure their members would have the access.

15 General Assembly President Scheuren called for any comments on the operation of the General Assembly. There were no comments from those attending.

16. Other Business

President Scheuren reported it would be a timely effort to document the history of I-INCE. This would involve building upon the available summaries as well as researching the records to provide a full record of the participation and activities over the 40 years. The Board of Directors is planning an effort over the next year to record the history of I-INCE.

President Scheuren also observed that this was one of the largest General Assemblies in recent years and thanked all those present for their participation.

17. Next Meeting

The 2015 meeting of the General Assembly of I-INCE is tentatively planned for a location to be determined on 2015 August 9 prior to the opening of INTER-NOISE 2015 in San Francisco, USA.

18. Close

The meeting was adjourned at 15.30 by President Scheuren.

Respectfully submitted,

Robert J. Bernhard
Secretary General
Approved: 2015 August 9



INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING

Agenda
2014 General Assembly Meeting

Place: Plenary Room, Melbourne Convention Centre
Melbourne, Australia

2014 November 16
Time: 13.00-15.30

1. Call to order by the President.
2. Roll call of delegates. (Bernhard)
3. Adoption of the Agenda. (Bernhard)
4. Approval of the minutes of the Thirty-ninth Meeting held in Innsbruck, Austria 2013 September 15 (The draft minutes are posted on the I-INCE web site at <http://www.i-ince.org/files/assembly/2013%20minutes%20draft.pdf>) (Bernhard)
5. Report of the President. (Scheuren)
 - current state and perspectives of the International Institute of Noise Control Engineering
 - report of the Nominating Committee and election of the 2015 Board of Directors
 - planning for INTER-NOISE 2015, INTER-NOISE 2016, INTER-NOISE 2017, INTER-NOISE 2018 and INTER-NOISE 2019
 - other news of I-INCE.
6. Report of the Secretary-General on the affairs of I-INCE. (Bernhard)
 - Report of the Secretariat
 - Matters relating to I-INCE membership
7. Report of the Treasurer of I-INCE (Clairbois)
 - Review of the audited account for fiscal year 2013.
 - Report on the budget for 2014.
 - Consideration of preliminary budget for 2015.
8. Membership of the Congress Selection Committee (CSC). (Scheuren)

According to the procedures of the CSC (I-INCE Rules, Part 3) as posted on the I-INCE web site on 2006.01.23, the General Assembly shall appoint members who shall serve for a three-year term. The membership of the current CSC is

President-Elect: M. Burgess	2013-2015
VP Europe/Africa: L. Maffei	2013-2015
VP Pan America: S. Hambric	2014-2015

Attachment 1 – 2014 Meeting Agenda

VP Asia/Pacific: J. Tian 2012-2014

Europe/Africa

M. Berengier 2012-2014

J. Tourret 2012-2014

T. Gjestland 2013-2015

J. Patricio 2014-2016

Pan America

C. Burroughs 2013-2015

J. Cuschieri 2014-2016

Asia-Pacific

K. Yamamoto 2012-2014

T. Ho 2013-2015

J. Yung 2014-2016

The CSC Nominating Committee will present a slate of candidates for the terms expiring in 2014. Additional nominations shall be called for under this item of the agenda. Each nominated candidate or the nominator should be prepared to summarize their experience in international congress selection and organization.


9. Election of Directors-at-Large
10. Report on INTER-NOISE 2014 (Melbourne) by a member of the Congress Organizing Committee.
11. Report on planning for INTER-NOISE 2015 (San Francisco, USA) and INTER-NOISE 2016 (Hamburg, Germany) by a member of the Congress Organizing Committee.
12. Changes in I-INCE Governance (Lang)
-
13. Report on status of current I-INCE technical activities by the Vice President for Technical Activities. (Singh)
 - Report on the status of the work of the Technical Study Groups
 - Meeting of the Future Congress Technical Planners
 - Other technical activities of the Institute
14. Report of the I-INCE Vice President for Communications (Maling)
15. Discussion of the responsibilities and deliberations of the General Assembly
16. Other business.
17. Time and place of the next meeting.
18. Closing of the meeting.

Robert J. Bernhard
Secretary General

Attachment 2 – 2013 Financial Report and Audit

received / paid 2014

received 2013 affected previous years


Final I-INCE FINANCIAL REPORT 2013			
Revenues 2013		Credit balance 2013	
Transfer of credit balance 2012-12-31	137.557,32 €	Revenues-Expenses	
2013 Dues societies, institutional and sustaining members received 2013	17.520,00 €		
received 2014	1.575,00 €		
Interests on deposits	1.008,57 €		
Income Inter.Noise 2013 (939 X 20=18 780 €) received 2014	18.780,00 €		
total	38.883,57 €		
Total revenues	176.440,89 €		
Expenses 2013		State of accounts on 2013-12-31	
I-INCE contribution to NNI (publ & distrib + honor editor) paid 2014	10.000,00 €	Current 431 0072711 28	1.381,72 €
Support of I-INCE to NNI from Inter.Noise 2013 paid 2014	18.780,00 €	Deposit 431 0072719 36	137.367,74 €
ICA 2014 subscription	500,00 €	Deposit 431 0072710 51	- €
different costs TSG's	430,05 €	Credit balance on 2013-12-31	138.749,46 €
support to young participants	10.000,00 €	expenses 2013 paid 2014 - 28.780,00 € incomes 2013 received 2014 20.355,00 € incomes 2013 affected previous years - 500,00 €	
I-INCE symposium 2013	5.000,00 €		
	44.710,05 €		
cost treasurership (secretariat, mailing)	1.000,00 €		
special costs President + travel support	800,00 €		
website renewal (done in 2012) + running costs	- €	TOTAL	
transfer & bank costs	106,38 €		
	1.906,38 €		
Total expenses	46.616,43 €		
(signed)		(signed)	
drafted by J-P. Clairbois, treasurer, on 2014-05-08		audited by Douglas Manvell, auditor, on 2014-10-22	

International INCE Financial Report for 2013.

The 2013 financial report for International INCE has been released with the following statement by the auditor.

We have examined the consolidated balance of the International Institute of Noise Control Engineering for the period of 2013 and the related statements of operation and retained earnings and changes in financial position for the year then ended. Our examination was made in accordance with the generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. In our opinion, the aforementioned statements present fairly the financial position of the International Institute of Noise Control Engineering, and the results of its operations and changes in its financial position for the year then ended, in conformity with the general accepted accounting principles applied on a consistent basis.

Nærum, 2014-10-22



(signed)

Douglas Manvell, Auditor

intermediate financial report 2014 at 2014-09-15					
Revenues	€	#	€ 2014 budget	€ 2014-09 REAL	€ 2014-09 ACCOUNT
Expected membership dues					
small	250.00	15	3 750.00	7 1 750.00	1 750.00
medium	500.00	15	7 500.00	8 4 000.00	4 000.00
large	750.00	9	6 750.00	9 6 750.00	6 750.00
Sustaining membership	520.00	8	4 160.00	4 2 080.00	2 080.00
Institutional membership	75.00	2	150.00	2 150.00	150.00
Total membership dues			22 310.00	14 730.00	14 730.00
Estimated bank account interest			1 000.00	136.14	136.14
Estimated income Inter.Noise 2013 (1000 X 20)			20 000.00	0.00	20 000.00
amount paid for previous years (dues 250+500+750+(3*75) + IN2013 18 870)				20 505.00	
amount paid for following years					
Total			43 310.00	35 371.14	34 866.14
Expenses					
2013 !!! L-INCE contribution to NNI publ & distrib NNI + honor editor (done 2014)				10 000.00	
Support of L-INCE to NNI from Inter.Noise 2013 (done 2014)				18 780.00	
2014 L-INCE NNI publ & distrib NNI + honor editor (8 000 + 2 000)			10 000.00	0.00	10 000.00
Support of L-INCE to NNI from Inter.Noise 2014 estimation (1000 X 20)			20 000.00	0.00	20 000.00
ICA 2014 subscription			500.00	500.00	500.00
different costs TSG's			2 000.00	0.00	2 000.00
support to young participants			10 000.00	0.00	10 000.00
L-INCE symposium 2013			5 000.00	0.00	5 000.00
Total scientific support			47 500.00	29 280.00	47 500.00
					scientific support 29 280.00
cost treasuryship (secretariat, mailing)			1 000.00	0.00	1 000.00
special costs President (2 000)+ travel support (1 500)			3 500.00	0.00	3 500.00
website renewal (done in 2012) + running costs			200.00	0.00	200.00
transfer & bank costs			300.00	64.48	300.00
Total functional costs			500.00	64.48	500.00
					functional costs 64.48
Total			52 500.00	29 344.48	52 500.00
results at 2014-09-15			-9 190.00	6 026.66	-17 633.86

to be improved !!!!
by getting back pending dues
and control functional costs as
in 2013

proposed budget for 2015					
	€	2014	€	#	2015 budget
Revenues					
Expected membership dues					
small	250.00	300.00	15	3 750.00	15 4 500.00
medium	500.00	600.00	15	7 500.00	15 9 000.00
large	750.00	900.00	9	8 750.00	9 8 100.00
Sustaining membership	520.00	550.00	8	4 160.00	8 4 400.00
Institutional membership	75.00	90.00	2	150.00	2 180.00
Total membership dues				22 310.00	26 180.00
conference database (specific member societies)					
Estimated bank account interest					1 000.00
Estimated income Inter.Noise 2015 (1000 X 25)	20.00	20.00	1000	20 000.00	1000 20 000.00
Total Revenues				43 310.00	49 580.00
Expenses					
2014 LINCENI publ & distrib NNI + honor editor (8 000 + 2 000)					10 000.00
Support of LINCENI to NNI from Inter.Noise 2014 estimation (1000 X 20)					20 000.00
ICA 2014 subscription					500.00
different costs TSG's					2 000.00
support to young participants					10 000.00
LINCENI symposium 2013					5 000.00
conference database (specific member societies)					2 400.00
Total scientific support				47 500.00	49 900.00
cost treasuryship (secretariat, mailing)					1 000.00
special costs President (2 000)+ travel support (1 500)					3 500.00
website renewal (done in 2012) + running costs					200.00
transfer & bank costs					300.00
review and retrieval of LINCENI history					3000.00
Total functional costs				5000.00	8000.00
Total Expenses				52 500.00	57 900.00
expected result				-9 190.00	-8 320.00

first increase since 2007

new revenues

scientific support

49 900.00

new expenses (recurrent)

functional costs

8 000.00

new expenses (once)

Conference Selection Committee Nominations for 2015-2017

Pan America Nominations – one vacancy to be filled

Davi Akkerman is a civil engineer graduated in 1978 from Mackenzie University in São Paulo, Brazil, with a MSc.Degree in 1980 from the Institute of Sound and Vibration Research in Southampton, Great Britain. He has expertise in Industrial Noise Control by IPT (Brazilian Institute of Research). He was elected member of the Institute of Acoustics (Great Britain), and is a partner of Harmonia - Davi Akkerman + Holtz - Acoustical consultancy & design Office - since 1994. Davi is the current president of ProAcústica - Brazilian Association for the Acoustical Quality.

Dr. James Thompson has over 40 years of experience working in noise control engineering. He has regularly participated in the INTER-NOISE conferences and other international meeting related to noise control engineering in Brazil, Europe, China, Korea, and Japan. He also served on several ISO working groups developing international standards. He currently serves as the Managing Editor of Noise/News International serve a worldwide audience. In his career he has managed offices and worked closely with colleagues in Denmark, Germany, France, Italy, Great Britain, Luxembourg, Belgium, Korea, Japan, China, India, Australia, Brazil, Mexico, Canada, Columbia, Thailand, Switzerland, Sweden, Finland, Egypt, and Russia. He has chaired international meetings and most recently chaired the SAE Noise & Vibration Conference in the US with over 1000 attendees from around the world.

Europe Nomination – one nomination to fill one vacancy

Dr. Dick Botteldooren – full time research professor with Department of Information Technology (former: Electromagnetism and Acoustics), Ghent University and head of the research group. Currently Dick is President of Belgium Acoustical Society, has been involved with the organization of meetings and conferences and is the co chair of Euronoise 15. He regularly participates in international conferences including Internoise. In the last 5 years he has been a co author for 36 papers in the Proceedings of Inter-noise.

Asia Pacific Nomination – one nomination to fill one vacancy

Dr. Kohei Yamamoto – Professor at Kobayasi Institute of Physical Research. Kohei has been President of the Institute of Noise Control Engineering (2004-06), President of the Acoustical Society of Japan (2009-11), General Secretary of Inter-noise 2011. He has been a member of the I-INCE congress selection committee from 2012 to 2014 and has been nominated to serve a second term on this committee.

Director-at-Large Nominations for 2015-2017

Pan America Nominations – one position to be filled

Davi Akkerman – Civil engineer. He graduated in 1978 from Mackenzie University in São Paulo, Brazil, and obtained an MSc.Degree in 1980 from the Institute of Sound and Vibration Research in Southampton, Great Britain. He has expertise in Industrial Noise Control by IPT (Brazilian Institute of Research). He was elected member of the Institute of Acoustics (Great Britain), and is a partner of Harmonia - Davi Akkerman + Holtz - Acoustical consultancy & design Office - since 1994. Davi is the current president of ProAcústica - Brazilian Association for the Acoustical Quality.

Jorge P. Arenas – Jorge Arenas received a degree in Acoustical Engineering in 1988 and his MSc in Physics in 1996 both from Univ.Austral, Chile. In 2001, he obtained a PhD in Mechanical Engineering from Auburn University in the USA. He also gained professional experience at the Institute of Acoustics in Madrid, Spain and at the University of Southampton in the UK. Currently, he is the Director of the Institute of Acoustics and Chair of the Graduate program in Acoustics at Universidad Austral.

Dr. Arenas is a member of the International Institute of Acoustics and Vibration (IIAV) since 1995, member of the Acoustical Society of America (ASA) since 1993 and member of INCE. He is a member of the Editorial Board of three journals, including the International Journal of Acoustics and Vibration. He has been a member of the scientific, organizing and international advisory committee of several international congresses including ICSV, Internoise, ICA, and FIA (Iberoamerican Federation of Acoustics). He also served as treasurer of the Chilean Acoustical Society, member of the Board of Directors of IIAV (2008-2012) and currently is serving as the Vicepresident for Communications of IIAV (2011-2015). Dr. Arenas was elected President of IIAV and he will be acting as the President from 2016 until 2018.

Europe Nomination – one position to be filled

Douglas Manvell - Environmental Noise Management Solutions Product Manager at Brüel & Kjær, Denmark. He has 25 years of experience with environmental noise solutions and 15 years of experience in standardization and legislation. He is a member of the ISO TC43 (Acoustics) Advisory Panel and member of the following ISO working groups:

- ISO TC43/SC1/WG45 on environmental noise assessment (ISO 1996)
- ISO TC43/SC1/WG52 on ISO 20906 airport noise monitoring
- ISO TC43/SC1/WG56 on outdoor noise calculation software quality

He is the author of many papers at international conferences and has acted as session organizer and chairman on several occasions. He has been on the International Advisory Boards of Euronoise 2009, Forum Acousticum 2011, Inter-Noise 2011, Euronoise 2012, BNAM 2012, Inter-Noise 2014 and Inter-Noise 2015. He is a contributing author to “Noise Mapping in the EU” (ed. Licitra), Taylor & Francis, ISBN: 978-0-415-5809-5.

He is on the Board of Directors of the International Institute of Noise Control Engineers (I-INCE) as Director at Large and of the Danish Acoustical Society.

Asia Pacific Nomination – one position to be filled

Dr. Kohei Yamamoto – Professor at Kobayasi Institute of Physical Research. Dr. Yamamoto has been President of the Institute of Noise Control Engineering/Japan (2004-06), President of the Acoustical Society of Japan (2009-11), General Secretary of Inter-noise 2011. He has

Attachment 6 – Bios of the Director-at-large Nominees

been a member of the I-INCE congress selection committee from 2012 to 2014 and has been nominated to serve a second term on this committee.

Dr. Yang-Hann Kim – Professor of Mechanical Engineering and Director of the Noise and Vibration Control Laboratory at the Korean Advanced Institute of Science and Technology. His work is primarily in the areas of acoustics, noise / vibration, experimental approaches and associated digital signal processing. Research projects include the sound field visualization, noise source identification using array microphones, detection and estimation of moving noise source, structural acoustics, duct acoustics, silencer design, diagnostics of machines and active noise / vibration control.

He has been on the editorial board of Mechanical Systems and Signal Processing (MSSP), served Journal of Sound and Vibration (JSV) as an editorial advisor, and Noise Control Engineering Journal as an advisor. He is also editor of MSSP since 2000 and Noise Control Engineering Journal starting from Sept. of 2014. He was also selected as a director of I-INCE, starting from 2012. Dr. Kim also served I-INCE as a member of congress selection committee for 3 years, starting in 2007.

Article 8. BOARD OF DIRECTORS

{Proposed Changes November 2014}

8.1 Composition

The Board of Directors of the Institute shall be composed of: three Directors representing the three most recent past INTER-NOISE Congresses, three Directors elected by the General Assembly, Distinguished Board Members, and the Officers of the Institute (the President, one or more Vice Presidents, the Secretary-General, and the Treasurer). The number of Vice Presidents in office at any one time is not fixed. All Vice Presidents shall be members of the Board. The minimum number of Directors shall be ten (10): three Directors representing the three most recent past INTER-NOISE Congresses, three Directors elected by the General Assembly, the Immediate Past President, and three Officers (President, Secretary-General, and Treasurer).

8.7 Terms of office

The term of office of a Director representing an INTER-NOISE Congress begins on January 01 of the year following the year in which the Congress was held and extends for three (3) years thereafter. The term of office of the three Directors elected by the General Assembly shall be for three years beginning on January 01 of the year following election.

The term of office of a Distinguished Board Member shall be one year. The individual is eligible for re-election.

The longest period of continuous service as a regular member of the Board, other than as an officer or Distinguished Board Member, shall be six years.

OR

Article 8. BOARD OF DIRECTORS

{Proposed Changes November 2014}

8.1 Composition

The Board of Directors of the Institute shall be composed of: ~~threesix~~ Directors representing ~~the three most recent past~~the three most recent ~~previously held~~ INTER-NOISE Congresses, ~~and~~ three Directors elected by the General Assembly, Distinguished Board Members, and the Officers of the Institute (the President, one or more Vice Presidents, the Secretary-General, and the Treasurer). The number of Vice Presidents in office at any one time is not fixed. All Vice Presidents shall be members of the Board.

The minimum number of Directors shall be ten (10): ~~threesix~~ Directors representing ~~the three most recent past~~the three most recent ~~previously held~~ INTER-NOISE Congresses, three Directors elected by the General Assembly, the Immediate Past President, and three Officers (President, Secretary-General, and Treasurer).

8.7 Terms of office

The term of office of a Director representing an INTER-NOISE Congress begins on January 01 of the year following the year in which the Congress was held and extends for ~~three (3)~~six (6) years thereafter. The term of office of the three Directors elected by the General Assembly shall be for three years beginning on January 01 of the year following election.

The term of office of a Distinguished Board Member shall be one year. The individual is eligible for re-election.

The longest period of continuous service as a regular member of the Board, other than as an officer or Distinguished Board Member, shall be six years.

Part 1 of I-INCE Rules of Operation

I-INCE General Assembly

{Proposed changes November 2014 to the first paragraph of Article 9}

Article 9: VOTING

Member Societies have an obligation to vote on issues that are brought to the General Assembly. The corresponding member of a Member Society shall have the opportunity to participate in the oral discussion of issues considered at a meeting of the General Assembly. The number of votes that a corresponding member may cast on any issue being considered by the General Assembly shall be equal to, or less than, the index number of the Member Society's category.

A voting paper may be prepared.....

{Subsequent paragraphs of Rule 1, Article 9 are unchanged from the current version}

INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING

Bylaws

Article 1. NAME

The International Institute of Noise Control Engineering (the "Institute") is an international, non-profit, non-governmental, scientific and engineering organization established on the basis of Swiss Civil Law (Schweizerisches Zivilgesetzbuch, Art. 60 ff.). The date of establishment was 1974 October 01. The abbreviation of the name of the Institute shall be "I-INCE".

Article 2. FIELD OF INTEREST

The field of interest of the Institute shall be noise (unwanted sounds), and vibrations that produce such sounds.

Engineering aspects of the field of interest involve the application of physical means to analyze and optimize the levels of noise and vibration produced by structures, machines, products, systems, and processes. The means of achieving the optimum levels include control of the generation, transmission, and radiation of fluid-borne sound and solid-borne vibration. Optimization includes consideration of scientific and engineering principles as well as socio-economic aspects.

Scientific and socio-economic aspects of the field of interest relate the effects of noise and vibration on individuals and communities to the acoustical environment for human activities. These aspects involve psychological and physiological acoustics, social and economic studies of the response of people to sound and vibration, and cost-benefit analyses of technical options to control noise. Included within the Institute's field of interest are international and national standards, health and safety regulations, ordinances, and governmental strategies and policies, such as land-use planning.

Article 3. KEY GOALS

Key Goals of the Institute are to:

1. serve as a federation of professional societies of the world that is dedicated to advancing technical developments in the engineering control of noise and vibration; and to
2. provide a leadership role in promoting the applications of noise and vibration control technology for the benefit of mankind.

To achieve the Key Goals, the Institute recognizes the needs and responsibilities of noise control engineers in all countries. The Institute seeks to unite these engineers in common purpose through close cooperation with their national professional societies with interests in the engineering aspects of noise and vibration control.

Article 4. PRINCIPAL OBJECTIVES

The Principal Objectives of the Institute are international in scope and aim to:

1. ensure the successful continuation of the annual international congresses on noise control engineering (the INTER-NOISE series) by selecting the venues and the Member Societies that act as hosts, and by overseeing the organization of each congress;
2. sponsor or organize international conferences and seminars on particular subjects within the Institute's field of interest;
3. promote the international exchange of information related to the engineering control of noise and vibration through the publication of a news magazine, *Noise/News International*, and the maintenance of an I-INCE web site on the Internet;
4. define long-range noise-control policy goals; develop initiatives that provide an international consensus toward eventual achievement of these goals; and publish documents reporting on technical work related to these issues;
5. promote international cooperation in research, and in the application of engineering techniques for the control of noise and vibration;
6. form a link between persons and organizations working on engineering aspects of noise and vibration control and related disciplines, including mechanics, and the psychological and physiological effects of noise and vibration;
7. establish liaison with other international and regional organizations, as well as governmental bodies, to promote programs and activities that will reduce the harmful or annoying effects of noise and vibration;
8. promote the recognition of noise control engineering as a technical profession requiring formal training and practical experience;
9. encourage the development of curricula in noise control engineering at educational institutions;
10. attract qualified persons to the profession by publicizing the achievements of noise control engineers and their contributions to the public welfare; and
11. undertake appropriate programs and activities that advance professionalism in noise control engineering and protect the public health and welfare.

Article 5. MEMBERSHIP

5.1 Members

Members of I-INCE include: Member Societies, Institutional Members, and Sustaining Members. Member Societies are categorized according to the number of their individual members with interest in noise and vibration control. Criteria for categorization of the Member Societies shall be established by the I-INCE Board of Directors, and, after review and approval by the I-INCE General Assembly, shall be incorporated in the Rules of the Institute. Individuals may also affiliate with the Institute if the Board of Directors authorizes such affiliation in the future.

5.2 Eligibility

Eligibility requirements for membership in I-INCE are:

1. **Member Societies:** Not-for-profit professional societies having goals and objectives that are consistent with those of the Institute, provided the societies in turn are open to membership by individual persons.
2. **Institutional Members:** Not-for-profit educational institutions and research organizations whose goals and objectives are consistent with those of the Institute.
3. **Sustaining Members:** Any organization, corporation, company, or person interested in the work of the Institute.

All applications for membership by professional societies and for changes in membership status by Member Societies shall be reviewed by the Institute's Board of Directors and approved by the General Assembly. Eligibility requirements for individual affiliates may be given in an applicable Rule of the Institute.

5.3 Termination

Membership in the Institute may be terminated at any time by submittal of a written resignation to the Secretary-General or upon the recommendation of the Board of Directors and approval by the General Assembly.

5.4 Affiliated Organizations

International and regional organizations involved in acoustics and vibration, and in other fields of interest closely related to that of the Institute, may be admitted by the I-INCE Board of Directors as Affiliated Organizations of the Institute.

Each Affiliated Organization may appoint an observer, who may participate in the meetings of the General Assembly without voting privileges. The Board of Directors shall have the reciprocal right to appoint a nonvoting observer to the corresponding council or executive body of the Affiliated Organization.

An Affiliated Organization and the Institute are mutually obliged to keep each other informed when organizing international and regional meetings in order to coordinate such activities to the maximum extent possible.

Affiliated organizations are not required to make annual payments to the Institute.

Article 6. MANAGEMENT OF THE INSTITUTE

The Officers, the Board of Directors, and the General Assembly share responsibilities in the management of the affairs of the Institute.

Article 7. SECRETARIAT

The Institute shall establish and operate a Secretariat under the overall direction and supervision of a Secretary-General whose duties are described in Article 9.

The Secretariat shall maintain copies of the records of the meetings of the Board of Directors and the General Assembly. Within six (6) months following a meeting, the Secretariat shall arrange for electronic distribution of the records of a Board meeting to the Officers and

Directors and of a meeting of the General Assembly to the designated representatives of the Member Societies of the Institute.

The Secretariat is the headquarters of the Institute with responsibility for relations with the membership and with affiliated and other organizations.

Article 8. BOARD OF DIRECTORS

8.1 Composition

The Board of Directors of the Institute shall be composed of: three Directors representing the three most recent past INTER-NOISE Congresses and three Directors elected by the General Assembly, Distinguished Board Members, and the Officers of the Institute (the President, one or more Vice Presidents, the Secretary-General, and the Treasurer). The number of Vice Presidents in office at any one time is not fixed. All Vice Presidents shall be members of the Board.

The minimum number of Directors shall be ten (10): three Directors representing the three most recent past INTER-NOISE Congresses, three Directors elected by the General Assembly, the Immediate Past President, and three Officers (President, Secretary-General, and Treasurer).

8.2 Vacancy

With the concurrence of the Board, the President may fill a vacancy on the Board, arising at any time and from any cause, with the appointment of a noise control engineer for the unexpired term of the individual vacating the Board.

8.3 Distinguished Board Members

The Board may elect an individual as a Distinguished Member of the Board of Directors. The individual shall have made significant contributions to the Institute. Distinguished Board Members serve with vote. The Board shall specify their privileges, duties, and tenure.

8.4 Responsibilities of the Board

The Board of Directors shall be responsible for managing and controlling the affairs and property of the Institute, and for specifying the policies of the Institute. The Board shall have the full power to interpret the meaning of any provision of these Bylaws and to adopt rules, not inconsistent with these Bylaws, governing actions that may be taken by the Board or the General Assembly. Rules relating to the responsibilities, operations and actions of the General Assembly shall be approved by the General Assembly.

8.5 Election

A Director representing a previously held INTER-NOISE Congress shall be elected by the Institute's Board of Directors. Election of a Director representing an INTER-NOISE Congress shall be held during the Congress or within six (6) months after the Congress. Every third year at this election three Directors shall be elected from candidates nominated by the General Assembly.

8.6 Candidates

Acting upon the recommendation of the Nominating Committee (see Article 10), a candidate for election as a Director representing the most recent INTER-NOISE Congress shall be invited to serve by the I-INCE President and shall be selected from the members of the Organizing Committee that had primary responsibility for the INTER-NOISE Congress. If no suitable candidate is available from the Organizing Committee, the Board shall elect an

alternative candidate. Every third year three candidates nominated by the General Assembly shall be elected.

The President shall request, and the candidates shall provide, written assurance that all candidates will make good-faith efforts to attend all meetings of the Board of Directors and to participate in the work of the Board during their term of office.

8.7 Terms of office

The term of office of a Director representing an INTER-NOISE Congress begins on January 01 of the year following the year in which the Congress was held and extends for three (3) years thereafter. The term of office of the three Directors elected by the General Assembly shall be for three years beginning on January 01 of the year following election.

The term of office of a Distinguished Board Member shall be one year. The individual is eligible for re-election.

The longest period of continuous service as a regular member of the Board, other than as an officer or Distinguished Board Member, shall be six years.

8.8 Meetings

The President shall call at least one meeting of the Board of Directors in every calendar year. This annual meeting shall be held on a date and at a time and place fixed by the President, preferably in conjunction with, and preceding, an INTER-NOISE Congress.

Other meetings of the Board, in person or by telephone or other means, may be held upon the request of either the President or a majority of the Board at such times and places as the President or the Board may determine.

8.9 Quorum

A quorum for transaction of business at a meeting of the Board shall be a simple majority of the Directors then in office.

Article 9. OFFICERS OF THE INSTITUTE

9.1 Officers

The officers of the Institute are the President, the Vice Presidents, the Secretary-General and the Treasurer. One of the Vice Presidents may be elected to serve as President-Elect. Officers serve as Directors during their terms of office.

9.2 Election of Officers

The officers are elected, or re-elected, by a simple majority of the Directors present and voting at an annual meeting of the Board of Directors. Those voting in such elections shall not include any officer or Director who is a candidate.

A person currently serving as a Director (or Designated Alternate) may be elected a Vice President, while continuing to serve out a term as Director.

9.3 Terms of office

The term of office of the President, the Secretary-General, and the Treasurer shall be four (4) years. The term of office of a Vice President shall be three (3) years. Newly elected and reelected officers take office on January 01 of the year following the Board meeting at which they were elected or reelected.

A Vice President, the Secretary-General, and the Treasurer are eligible for re-election by the Board for one additional term.

The President shall not be eligible for reelection to the office of President, but shall serve on the Board as the Immediate Past President for one term of four years. Subsequently, the Past President may be elected to serve as a Distinguished Board Member, or as a Vice President.

The Board may arrange the terms of the Vice Presidents on a staggered basis, in which case the duration of a Vice President's term may be less than three years. The President, Secretary-General, and Treasurer may be elected for shorter terms than four (4) years.

An officer's term as Director of the Institute coincides with the term as an officer. The only exception is when a Director is elected a Vice President; then the term of office as Director of the Institute is that of the Director or the Vice President, whichever is longer.

9.4 Removal

Any officer or Director of the Institute may be removed, with or without stated cause, by majority vote of the Directors then in office at any meeting of the Board of Directors at which a quorum exists. The officer or Director shall not vote on the question of removal.

9.5 Duties of the President

The President shall be the Chief Executive Officer of the Institute and shall be so identified as the "CEO". The President presides at all meetings of the Board of Directors and the General Assembly. The President works actively with the Member Societies to carry out the policies and objectives of the Institute through the programs for which the General Assembly is responsible. The President exercises general charge and supervision of the affairs of the Institute, subject to the policies established by the Board of Directors and the Rules of the Institute.

The President shall appoint the chair and members of the Nominating Committee (see Article 10), subject to the approval of the Board. All agreements, contracts, and financial obligations shall be reviewed and approved by the President before they are signed by the Secretary-General or Treasurer acting for the Institute. The President shall perform such other duties as may be assigned by the Board of Directors, and shall be an ex officio member of all committees.

The President, Secretary-General, and Treasurer shall conduct the day-to-day business of the Institute with the assistance of the Operating Committee, if such a committee is established (see Article 11).

9.6 Duties of Vice Presidents

Vice Presidents shall have such powers and perform such duties as may be assigned by the Board of Directors. The Vice President's subtitle indicates the area in which duties have been assigned (e.g., Vice President – Communications).

As the Board has authorized the geographical grouping of Member Societies in regions or councils, Vice Presidents may be elected to represent such regions or councils.

One of the Vice Presidents may be elected President-Elect, to take office at the conclusion of the incumbent President's term. Should the President be incapacitated and be unable to competently discharge the duties of the office of President as determined by the Board, the President-Elect shall fulfill these duties for the remainder of the President's term.

9.7 Duties of the Secretary-General

The Secretary-General, as the chief administrative officer of the Institute, acting under the direction of the President, is responsible for the general management and administration of the Institute. The Operating Committee, if established (see Article 11), shall assist the President, Secretary-General, and Treasurer in the execution of their duties.

The Secretary-General shall be responsible for the operation of the Institute's Secretariat (see Article 7) and shall implement the policies and rules of the Institute as established by the Board of Directors and reviewed by the General Assembly.

9.8 Duties of the Treasurer

The Treasurer, as the chief financial officer of the Institute, acting under the direction of the President, is responsible for the finances of the Institute.

The Treasurer maintains all financial records of the Institute, maintains the Institute's bank and investment accounts, prepares a budget for the Institute (see Article 17), and submits annual financial reports to the Board of Directors and the General Assembly. An annual financial report shall contain a balance sheet, a statement of the Institute's income and expenses, a summary of cash receipts and disbursements, and other financial information that may be requested by the Board of Directors or General Assembly. Prior to submittal, annual financial reports shall be audited by an independent outside agency.

Article 10. NOMINATING COMMITTEE

The Nominating Committee shall consist of one representative from each of the three geographic areas of the Institute (Asia-Pacific, Europe-Africa and Pan America). The Nominating Committee shall recommend one or more candidates for each of the offices that the Board wishes to fill, and shall ascertain before nomination that a prospective candidate is willing to serve if elected. The members of the Nominating Committee shall be appointed by the President and approved by the Board.

Article 11. OPERATING COMMITTEE

The President may establish an Operating Committee by appointing its members. The Operating Committee shall consist of Officers of the Institute, and not more than two other persons. The committee shall assist in the handling of administrative and financial matters between meetings of the Board and the General Assembly. Actions of the Operating Committee shall be reported in summary form at each meeting of the Board and the General Assembly.

Article 12. GENERAL ASSEMBLY

12.1 Composition

The General Assembly of the Institute shall be composed of the Directors in office at the time of the meeting and the Corresponding Members representing the Member Societies. Both

Directors and Corresponding Members have voting rights. Each Member Society shall appoint one of its members to serve as the Corresponding Member to the General Assembly.

Institutional Members, Sustaining Members, and Affiliated Organizations may be represented at meetings of the General Assembly as observers without voting rights.

Any member of a Member Society may attend a meeting of the General Assembly without vote.

12.2 Meetings

The General Assembly shall meet at least once a year, preferably in conjunction with and preceding an INTER-NOISE Congress.

The Secretary-General shall prepare an agenda and issue the call for a meeting of the General Assembly. The agenda and call for meeting shall be distributed by the Secretariat. The President shall chair the meeting.

12.3 Responsibilities

The responsibilities of the General Assembly are to:

1. receive and approve reports from the President and Secretary-General on the activities of the Institute,
2. receive and approve audited reports from the Treasurer on the financial status of the Institute for the preceding year,
3. receive a report from the editor of *Noise/News International*,
4. every third year elect to the Board one member from each of three Member Societies from different geographical regions (Europe-Africa, Pan-America, and Asia-Pacific),
5. monitor and approve the technical work of the Institute,
6. develop recommendations for accomplishing the Key Goals and Principal Objectives of the Institute,
7. approve any changes proposed by the Board of Directors in the amounts of the annual payments to the Institute by the Member Societies,
8. approve all applications for membership by professional societies and for changes in membership status by Member Societies after the applications have been reviewed by the Board of Directors,
9. approve all terminations of membership upon the recommendation of the Board of Directors, and
10. review the Institute's Bylaws and approve amendments to the Rules of the Institute.

12.4 Technical work of the Institute

The technical work for which the General Assembly shall be primarily responsible relates to the development and implementation of technical initiatives and to the publication program of the Institute.

Recommendations and reports of the technical work of the Institute shall be submitted to the Board of Directors for implementation and publication. Procedures for publication of the Institute's documents shall be established by the Board and incorporated in the Rules of the Institute.

12.5 Voting rights

The number of votes that may be cast by the Corresponding Member of a Member Society at a meeting of the General Assembly depends upon the membership category of the Member Society. Membership categories shall be those as described in the Rules of the Institute.

On any specific question, the number of votes to be cast by a representative of a Member Society shall not be split or divided.

A Director of the Institute shall have one vote at a meeting of the General Assembly.

Article 13. INTERNATIONAL CONGRESSES ON NOISE CONTROL ENGINEERING

13.1 Continuation of the INTER-NOISE series

The Institute shall act to assure the continuation of the INTER-NOISE series of annual international congresses on noise control engineering in the countries of the Member Societies.

13.2 Organization

After due consideration, the Board of Directors shall invite a Member Society (or a group of Member Societies) to host an INTER-NOISE Congress by undertaking the organization of such a Congress. The organization of the Congress shall conform to those Instructions of the Institute that prescribe the procedures to be followed. Such Instructions shall be revised frequently to reflect improvements that have been made, or should be made, to the organization of an INTER-NOISE Congress.

To assist the Board in making its decisions, a Congress Selection Committee has been established. The procedures of the Congress Selection Committee shall be specified in the Rules of the Institute.

All legal and financial obligations related to, and in connection with, an INTER-NOISE Congress rest with the Member Society (or Member Societies) that accepts the invitation to organize an INTER-NOISE Congress. A letter of agreement shall be co-signed by the I-INCE President and an authorized representative of the host Member Society. The letter shall detail all financial arrangements for the Congress, including payments to the Institute from the registration fees that are collected (see Section 15.3).

Article 14. NOISE/NEWS INTERNATIONAL

Noise/News International, the news magazine of the Institute, may be published in cooperation with a Member Society.

Each Member Society shall provide for the publication in *Noise/News International* of national news related to the engineering control of noise and vibration, as well as news of activities of the Member Society and individuals in the Institute's field of interest.

Each Member Society shall arrange to circulate copies of the magazine to those of its individual members who have expressed an interest in the engineering control of noise and vibration.

The number of copies required by a Member Society for circulation to its individual members shall be specified to the editor in advance of publication, by a date to be specified by the editor.

Article 15. INCOME

15.1 Sources of income

Sources of income to the Institute are:

1. annual payments by the Member Societies, Institutional Members, and Sustaining Members;
2. fees paid to the I-INCE Treasurer by the person responsible for the finances of an INTER-NOISE Congress. The fee shall be based on the total number of paid registrants at the Congress. Such fees are used to defray the cost of the services provided by the Institute, including the preparation and distribution of *Noise/News International*;
3. special gifts and grants;
4. individual subscriptions to *Noise/News International*; and
5. interest on the reserve funds of the Institute.

15.2 Annual payments

The annual payments for each Member Society, Institutional Member, and Sustaining Member shall be established by the Board of Directors and approved by the General Assembly. The amounts of the payments shall be as given in the Rules of the Institute.

In each calendar year, payments shall be invoiced to the membership of the Institute by the I-INCE Treasurer no later than January 15. All payments shall be in a currency specified on the invoice and shall be payable to the International Institute of Noise Control Engineering. The payments shall be transmitted to the Treasurer for deposit in the Institute's bank account, or accounts, as ordered by the Board of Directors.

If the Treasurer does not receive payment for any year by May 15, the Treasurer shall issue a past-due reminder invoice. If payment for a given calendar year is not received by September 15 in that year, the membership may be terminated upon the recommendation of the Board of Directors and the approval of the General Assembly.

15.3 Fees from INTER-NOISE Congresses

The amount to be paid to the Treasurer from the registration fees collected at an INTER-NOISE Congress shall be established by the Board of Directors and reviewed by the General Assembly.

These fees shall be paid to the I-INCE Treasurer in the currency specified on the invoice within three (3) months after the close of an INTER-NOISE Congress.

Article 16. OPERATING EXPENSES

Operating expenses for the Institute shall be those incurred to operate the Secretariat and the Treasurer's office, and a portion of the cost of publishing *Noise/News International*.

The President and the Secretary-General may receive discretionary funds from the Institute to cover out-of-pocket expenses incurred on behalf of the Board or the General Assembly. The Institute shall not reimburse any other expenses unless specifically authorized in advance by the Board of Directors.

For this edition of the I-INCE Bylaws, the policy of the Institute is to not pay any salaries or honoraria.

Article 17. ANNUAL BUDGET

The Treasurer shall prepare a draft budget showing estimated income and planned operating expenses (and any known exceptional expenses) for the fiscal year following an annual meeting of the Board of Directors.

The draft budget shall be submitted to the President not later than two months before the annual meeting of the Board of Directors.

The Board shall approve a fiscal year's budget not later than December 31 of the prior year.

Article 18. FISCAL YEAR

The fiscal year of the Institute shall be the calendar year.

Article 19. INDEPENDENT AUDITOR

An independent auditor of the Institute's financial records shall be selected by the President and approved by the Board of Directors for a specified term of engagement.

Article 20. LIABILITIES

The liability of a Member Society for the debts or other obligations of the Institute shall not exceed an additional one-year's annual payment by the Member Society to the Institute. A Director or officer acting in the affairs of the Institute in good faith, and with ordinary diligence and reasonable discretion, has no personal liability for the debts, liabilities, or other obligations of the Institute.

Article 21. AMENDMENTS

The Board of Directors may amend these Bylaws, with revisions to be reviewed by the General Assembly. Action by the General Assembly to change a Bylaw requires a two-thirds majority of the votes by the designated Member Society representatives present and voting on a proposed amendment.

Article 22. DISSOLUTION

At a meeting of the Board where a quorum has been established, the Board of Directors has the right to dissolve the Institute by an affirmative vote of at least two-thirds of the Directors then in office. In the event of dissolution, any remaining assets shall be divided among the Member Societies to the extent permitted by Swiss Civil Law.

Article 23. LEGAL STATUS

The Institute was established at the following address: International INCE, 8332 Zurich-Russikon, Switzerland. All legal actions are restricted to Zurich 1 (Gerichtsstand).

Article 24. RULES OF THE INSTITUTE

The Board of Directors shall establish and publish appropriate Rules for operating and governing the Institute. The Rules shall be separate from, but consistent with, these Bylaws. New and revised rules shall be reviewed and approved by the General Assembly. Action by the General Assembly to change a Rule requires a two-thirds majority of the votes by the designated Member Society representatives present and voting on a proposed amendment.

The Rules of the Institute shall be maintained by the Secretariat. A copy of the latest issues of the Rules, Instructions, and Bylaws shall be available at meetings of the Board of Directors and the General Assembly.

Article 25. EFFECTIVE DATE

These Bylaws were approved by the Institute's Board of Directors on 2014 November 15 and reviewed by the General Assembly on 2014 November 16. They shall be effective immediately. These Bylaws supersede previous editions dated 1974 September 20, 1978 June 23, 1989 February 01, 1997 August 24, 1998 November 14, 2003 August 24, 2005 August 7 and 2012 August 18.

Part 1 of the I-INCE Rules for Operation I-INCE GENERAL ASSEMBLY

Article 1: COMPOSITION

The I-INCE General Assembly shall be composed of:

- Corresponding members (representatives) of the Member Societies,
- Members of the Board of Directors, and
- Representatives of Sustaining Members, Institutional Members, Affiliated Organizations, and other organizations in liaison with I-INCE.

Article 2: MEETINGS

Meetings of the General Assembly shall be held in conjunction with the INTER-NOISE Congresses at the call of the I-INCE President. The President shall chair the meetings of the General Assembly.

Article 3: MEMBER SOCIETY REPRESENTATIVES

In accordance with Article 12.1 of the Bylaws, a Member Society shall appoint one of its individual members to serve as its corresponding member and representative at meetings of the General Assembly. This individual shall be involved with the control of noise and shall represent the Member Society within I-INCE. The corresponding member shall be the primary contact of the Member Society with the I-INCE Secretariat and shall be responsible for submitting nominations for I-INCE positions and for responses on voting issues and other matters on which the position of the Member Society is requested. This individual shall participate in correspondence on elections and other matters before and after the annual meeting of the General Assembly. The representative assumes the responsibility for informing the Member Society's officers of actions taken at all meetings of the General Assembly. A Member Society shall notify the I-INCE Secretariat of such appointment by e-mail, fax, or letter.

Article 4: ELECTION OF BOARD MEMBERS

Every third year beginning in 2011 the General Assembly will elect three individuals who are members of I-INCE Member Societies to the I-INCE Board of Directors for three-year terms. The election of the three Board members will be conducted as follows:

- At least six months in advance of a meeting of the General Assembly, the Member Societies will be given the opportunity to nominate candidates who are involved with the control of noise.
- The corresponding member for each I-INCE Member Society will submit the names of candidates with a brief paragraph describing the background of each.
- Each candidate should preferably be selected from the roster of younger individual members of the Member Society.
- The compiled listing of candidates and background paragraphs will be circulated to the Member Societies at least two weeks in advance of the General Assembly meeting at which the election will take place.
- One member from each of three Member Societies from different geographical regions (Europe-Africa, Pan-America, and Asia-Pacific) will be elected to the Board.

Article 5: MEMBER SOCIETY ANNUAL PAYMENTS

Each Member Society shall make an annual payment in response to an invoice received from the I-INCE Secretariat. The invoice shall state a deadline for payment which shall not

be more than six months after the date of the invoice. The amount of the annual payment shall equal the product of the index number of the Member Society's category and the unit annual payment.

Article 6: MEMBER SOCIETY CATEGORIES AND INDEX NUMBERS

A Member Society's category shall be based on the number of individual members of the Member Society professionally involved in the engineering control of noise and vibration. Categories correspond to a small, medium, or large number of individual members who are professionally involved in activities related to the Institute's field of interest (See Article 2 of the I-INCE Bylaws). The index numbers for the three categories are 1, 2, and 3 corresponding to small, medium, and large. The I-INCE Secretariat shall maintain a list of the index numbers assigned to the Member Societies.

A society applying to become an I-INCE Member Society may select its category, subject to the approval of the General Assembly. A Member Society may submit a petition to the I-INCE Secretariat to change its category if justified by relevant data. The petition shall be acted on at the next following meeting of the General Assembly.

Article 7: UNIT ANNUAL PAYMENT

The amount of the unit annual payment shall be fixed by formal vote of the General Assembly at its meeting in the year before the year in which payments are to be made. As appropriate, the amount of the unit annual payment shall take into account the average rate of inflation in the countries of the Member Societies.

Article 8: DELINQUENCY IN ANNUAL PAYMENTS

A Member Society shall be considered delinquent if the annual payment is not received by the I-INCE Secretariat within 30 days of the deadline date specified on the I-INCE invoice. The Secretary General shall inform the General Assembly of any such delinquencies at its annual meeting.

The General Assembly shall take appropriate action to remove such delinquencies, including suspension or termination of the delinquent society's membership in the Institute.

Suspension entails a removal of the privileges of voting in the General Assembly and participating in the technical work of the Institute. A Member Society whose annual payment for the previous year has not been received shall be temporarily suspended from voting in the General Assembly until the General Assembly takes appropriate action.

A delinquent Member Society that has been suspended may be reinstated to membership with the approval of the General Assembly for the calendar year following resumption of annual payments.

Article 9: VOTING

Member Societies have an obligation to vote on issues that are brought to the General Assembly. The corresponding member of a Member Society shall have the opportunity to participate in the oral discussion of issues considered at a meeting of the General Assembly. The number of votes that a corresponding member may cast on any issue being considered by the General Assembly shall be equal to, or less than, the index number of the Member Society's category.

A voting paper may be prepared for an issue to be considered at a meeting of the General Assembly. On substantive issues, the I-INCE Secretariat shall send voting papers to the Member Societies at least three months in advance of a meeting of the General Assembly. If a voting paper is returned by mail, fax, or electronically, it should be signed either by an officer of the Member Society or by the Member Society's corresponding member. If a voting

Attachment 9 – 2014 Approved Versions of By-Laws and I-INCE Rules, Part 1

paper is not returned in advance of a meeting of the General Assembly, the Member Society's representative may cast the Member Society's vote(s) during the meeting of the General Assembly. Reasons for a negative vote shall be indicated on the voting paper or stated by the corresponding member at the meeting of the General Assembly.

Approval of an issue by the General Assembly shall be by a simple majority or by a two-thirds majority of the votes cast, depending upon the matter at hand.

Approval of a change in the unit annual payment and amendments to the Bylaws and Rules of the Institute requires an affirmative vote of at least two-thirds of all votes cast, with abstentions not counted.

Voting procedures for the I-INCE technical work are given in Part 2 of these Rules. All other actions by the General Assembly require a simple majority of the votes cast for approval, with abstentions not counted.

NOTE: Part 1 of the I-INCE Rules was originally approved by the General Assembly at its meeting in Christchurch, New Zealand, on 1998 November 15 and revised on 2010 June 13 and 2014 November 16.

Part 3 of the I-INCE Rules for Operation

I-INCE CONGRESS SELECTION COMMITTEE

Article 1. ESTABLISHMENT

A Congress Selection Committee (CSC) was established as a standing committee of the I-INCE General Assembly at a meeting of the General Assembly held in Fort Lauderdale, USA, on 1999 December 05. The purpose of the committee is to provide guidance in the selection of venues for future INTER-NOISE Congresses. These rules include subsequent amendments (See note below)

Article 2: MEMBERS

The CSC shall have thirteen (13) members. The members shall be the following: nine (9) individual members of I-INCE Member Societies from the three I-INCE geographical regions appointed by the General Assembly, the I-INCE President-elect, and the three I-INCE Regional Vice Presidents. In addition, the I-INCE Secretary General shall serve ex officio without vote as a member of the committee.

The I-INCE geographical regions of the world are Europe-Africa, Pan-America, and Asia-Pacific. Each region shall be represented on the CSC by preferably three but at least one of the nine members appointed by the General Assembly. Each member of the CSC shall be able to send and receive electronic mail (e-mail), and be able to download attachments to e-mail messages.

A nominating committee consisting of the I-INCE President-elect and the I-INCE Vice Presidents of the three regions shall present a slate of nominees to the General Assembly for positions to be filled on the CSC. Each Vice President shall consult with Member Societies in the region when selecting nominees for CSC membership. The slate of nominees shall be approved by the General Assembly. Service as an appointed member of the CSC is contingent on the I-INCE dues of the Member Society (to which the member belongs) being current.

Article 3: TERMS OF SERVICE

Those members of the CSC who are appointed by the General Assembly shall serve for a period of three (3) years. Each three-year term shall terminate on a rotation schedule such that three (3) new members are appointed every year by the General Assembly.

The terms of service for the members appointed by the General Assembly run from the meeting of the General Assembly in which appointment occurred until the subsequent meeting of the General Assembly three years later.

The terms of service for the other members of the CSC shall coincide with their terms as officers of I-INCE. Member may serve no more than two consecutive three-year terms

Article 4: OFFICERS

The officers of the CSC shall consist of a chair and a secretary. The I-INCE president-elect shall serve as the chair. If the office of I-INCE president-elect is vacant, the I-INCE president shall serve as the chair. The Secretary shall be selected by the CSC from among the members of the committee.

The Secretary of the CSC shall prepare the minutes of meetings of the CSC. With the assistance of the I-INCE Secretariat, the secretary shall maintain a roster of the members of the CSC with e-mail addresses.

Article 5: PRINCIPAL TASKS

The principal tasks of the CSC are to receive and evaluate proposals for future INTER-NOISE Congresses and to submit the committee's recommendation, in the form of a rank-ordered listing of the proposals, to the I-INCE Board of Directors, which has the responsibility for inviting a Member Society (or group of Member Societies) to host and organize an INTER-NOISE Congress.

Article 6: MEETINGS

The Congress Selection Committee shall meet at least once during, or immediately before, each INTER-NOISE Congress. The Chair of the CSC shall call each meeting and prepare the agenda. The agenda shall be circulated to the CSC members at least 20 days before the intended meeting date. The Chair presides at meetings of the committee.

If the President-elect is unable to participate at a meeting, an I-INCE vice president shall preside. If a member is unable to participate at a meeting, they should consult with the I-INCE Vice President for their region to propose a deputy to participate on their behalf, for that meeting only. The name and contact email for the deputy is to be forwarded to Chair and Secretary of the CSC at least 50 days before the time of the CSC meeting. That deputy assumes all the rights and obligations for the member in relation to that meeting. A quorum for the conduct of business is 7 members personally present. No proxy voting is allowed at a meeting.

Article 7: PLANNING CYCLE

I-INCE operates on a three-year planning cycle for the organization of an INTER-NOISE Congress. The invitation of the Board for a Member Society (or group of Member Societies) to host an INTER-NOISE Congress is extended three years in advance, i.e., at the third annual meeting of the Board preceding the future INTER-NOISE Congress. If Y is the year of the future Congress, the invitation is extended in year Y-3. Preliminary planning starts two years earlier in year Y-5 with the Board decision on the geographical region for the Congress. Hence, a Member Society that is interested in hosting an INTER-NOISE Congress should be considering possible dates that are more than three years in the future, and preferably four to eight years ahead.

Article 8: REGIONAL DECISION

By no later than its annual meeting in the year Y-5, the I-INCE Board shall decide on the geographical region where the INTER-NOISE Congress will be held in year Y. The Congress shall be held at least once in each of the three I-INCE geographical regions over a four-year period. Within two months of the regional decision, the I-INCE Secretariat shall announce the selection of the geographical region to the I-INCE Member Societies. A Member Society in that geographical region may express a desire to host an INTER-NOISE Congress in the year Y by submitting an informal proposal to the Secretary of the CSC by e-mail.

Article 9: INFORMAL PROPOSALS

A Member Society (or a group of Member Societies) may express its desire to host a future INTER-NOISE Congress by submitting an informal proposal in writing to the CSC Secretary by pdf attachment to e-mail at least -40 days prior to a meeting of the CSC.

During Y-4, the fourth year before an INTER-NOISE Congress is to be held in a geographical region determined by the I-INCE Board, the CSC Secretary shall inform all Member Societies in that I-INCE geographical region of the desired content of an informal proposal. This proposal should normally be 1-2 pages only and including the following

- The recommended city within the proposed host country with brief description of venue
- Proposed dates for the congress
- Names of persons who have agreed to head the organization of the congress
- Names of available host hotel or conference center
- Travel accessibility to host city

The presentation to the CSC will be allocated a maximum of 5 minutes .

Article 10: DETAILED PROPOSALS

After consideration of informal proposals, the CSC shall recommend to the Board those Member Societies to be invited to submit detailed proposals for presentation to the CSC. This shall be done at least six months in advance of the annual CSC meeting by I-INCE Secretary who will, with Board approval, extend a written invitation to a representative of each of the Member Societies selected.

The Secretary of the CSC shall then inform the selected Member Societies of the minimum content of a detailed proposal and provide:

- a copy of the agreement with I-INCE that the Member Society is expected to sign if the detailed proposal is accepted by the I-INCE Board
- the I-INCE guidance for hosting a Congress
- the two most recent Congress Evaluation Committee reports
- a budget guidance format

Attachment 10 – 2014 Approved Version of I-INCE Rules, Part 3

- the evaluation form that will be provided to the CSC committee members to assist with their evaluation of the proposals.

A detailed proposal to host a future INTER-NOISE Congress shall include at least the following items:

- a proposed budget detailing projected income and expenses;
- the anticipated number of participants;
- any potential sources of external financial support;
- a comparison of congress center, hotel, and university locations for the plenary and technical sessions and for the exhibition;
- the availability and experience of noise and vibration control engineers who could serve as members of the Organizing Committee;
- the names of the proposed Congress President and members of the Organizing Committee;
- if the services of a Professional Congress Organizer (PCO) are to be used, the detailed proposal shall state and justify the estimated cost of these services.

The proposal shall be sent as an email attachment to the CSC secretary at least 40 days before the CSC meeting. The attachment should be in the form of a pdf with file size not exceeding 5 MB. Five (5) copies of the written version of the proposal shall be delivered to the meeting for tabling at the meetings of the CSC and the Board of Directors.

Article 11: ORDER OF BUSINESS DURING ANNUAL CSC MEETING

The first item of business at a CSC meeting is to evaluate the informal proposals which have been received in the year Y-4 from the geographical region where the Congress will be held in the year Y. In advance of the meeting, the Chair of the CSC shall offer a representative of each Member Society submitting an informal proposal the opportunity to make a five-minute presentation to the CSC. -

The CSC shall decide which Member Societies are to be invited by the Chair of the CSC to submit detailed proposals at the CSC during year Y-3. to host an INTER-NOISE Congress in the year Y. No more than three (3) Member Societies, but at least one (1) Member Society, shall be invited to submit detailed proposals.

The second item of business at a CSC meeting is to evaluate the detailed proposals received in the year Y-3 from the Member Societies invited by the CSC Chair to submit these proposals. The presentation shall be limited to fifteen (15) minutes which will be followed by typically 5 minutes for questions from the CSC committee members.

Article 12: VOTING

Voting on all informal and detailed proposals shall be by written ballot. Only those CSC members (or their approved deputy) who are present during the presentations as well as question and answer periods may vote. Each CSC member shall have one

vote, except the Secretary General who serves ex officio, without vote. Proxy votes shall not be accepted. Approximately 40 days prior to the CSC meeting, the President-elect shall contact each member of the CSC to determine if he or she will be present at the forthcoming meeting.

The detailed proposals received by the CSC to host an INTER-NOISE Congress to be held in the year Y shall be rank-ordered by vote. The rank-ordered voting shall be carried out during the CSC meeting, so that the results are available to the I-INCE Board immediately after the CSC meeting.

Article 13: REPORT TO THE I-INCE BOARD

After each annual meeting of the CSC, the Board shall receive the report of the CSC Secretary, or designated alternate, with the rank-ordering of the detailed proposals. The Board shall select the Member Society to be invited to host the INTER-NOISE Congress to be held in year Y. Only when the Member Society receiving the top ranking is not acceptable for reasons outside the knowledge or responsibility of the CSC shall the Board select the Member Society with the next highest ranking.

Article 14: INVITATION AND ANNOUNCEMENT

The I-INCE President shall announce the decision concerning the Member Society to host the INTER-NOISE Congress in the year Y no later than 90 days following the closing plenary session of the INTER-NOISE Congress in the year Y-3.

On behalf of the Board of Directors, the I-INCE President shall issue a written invitation which accepts the detailed proposal that was submitted by the selected Member Society to host the INTER-NOISE Congress in the year Y. This letter of acceptance shall be sent within 90 days of the announcement.

NOTE: Part 3 of the I-INCE Rules was drafted by the Board of Directors at its meeting in Berlin, Germany, on 1999 March 13, and subsequently posted on the web for review by the I-INCE Member Societies on 1999 April 27. The draft of the rules was further reviewed at the meeting of the General Assembly in Fort Lauderdale, USA, on 1999 December 05, and approved by the General Assembly for adoption on that date (with minor editing). The rules were amended and approved by the General Assembly on 2005 August 7, on 2010 June 13 and on 2012 August 17, and on 2014 November 16.

SUMMARY: (The year in which a future congress will be held is Y)

- Y-5
 - Board determines geographical region where congress will be held in year Y.
- Y-4

Attachment 10 – 2014 Approved Version of I-INCE Rules, Part 3

- Six months before INTER-NOISE congress, I-INCE Secretary General invites Member Societies in that region to submit informal proposals for year Y.
 - 40 days before INTER-NOISE congress, last date to submit letter of intent to submit informal proposals for year Y.
 - At CSC meeting, CSC reviews informal proposals and selects one to three Member Societies to be invited to submit detailed proposals for year Y.
- Y-3
 - Six months before INTER-NOISE congress, detailed proposals invited by I-INCE Secretary General. Immediately after the CSC Secretary General sends documentation relating to the proposal. All correspondence from then till the time of the meeting is with the CSC Secretary.
 - 40 days before INTER-NOISE congress, last date to submit formal proposal to host the congress in year Y.
 - At CSC meeting, detailed presentations given to CSC, rankings established by CSC and reported to Board;
 - Board invites host for INTER-NOISE congress to be held in year Y.

I-INCE Technical Activities

Report to the I-INCE Board of Directors and General Assembly (INTER-NOISE 2014, November 16-17 Meeting)

- **Overview of activities**
- **Technical Study Groups**
 - TSG 9 Draft Report – Ready for Comments and Voting
- **I-INCE Symposium Series**
- **Future Congress Technical Planners (FCTP) Meeting**
- **Grants and Workshops for Young Professionals**
 - 2014 Young Professionals/MCB Grant Winners
 - Grant Data since 2010
 - Workshop for Young Professionals
- **I-INCE Website**
- **Action Items**

Submitted by

Raj Singh

I-INCE Vice President - Technical Activities

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Overview of Technical Activities of the I-INCE

Technical Activity	Summary
Overview of Technical Study Groups (TSG)	Each group studies one important aspect of noise and its effect on society, and then issues a formal I-INCE report
Future Congress Technical Planners Meeting (FCTP)	Plan the technical programs of next congresses Offer advice on other aspects via an open meeting held at congresses
I-INCE Sponsored Symposia	Symposia on Noise sponsored by I-INCE (in 2012, 2013, 2014, 2015)
Young Professionals (YP) Grant Program	Offers 15 travel grants (600 Euro from 2014) to young professionals to attend the next INTER-NOISE Congress
Young Professionals Workshop	A mentorship session for young professionals and students held at INTER-NOISE congress
Miscellaneous	Example: I-INCE Report on Noise Control Engineering Education

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Overview of the Technical Studies Groups

Technical Studies Groups				
TSG	Title	Convener(s)	Status	Comments
9	Metrics for Environmental Noise Assessment and Control	Andre Fiebig Paul Schomer	• Active	• Voting draft uploaded to I-INCE website for distribution. Votes due 2014 January 15.
10	"Buy Quiet" Programs	Marco Beltman Robert Hellweg	• Active	• Refined scope approved in 2012 August. • Will hold 1-day symposium on "Buy Quiet" at IN15
NCTC	I-INCE Noise Control Technology Committee	Tor Kihlman William Lang	• Active	• Held I-INCE symposium after IN13 • Report posted

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New Voting Rules for Technical Study Group Reports

<http://i-ince.org/rules2.php>

ARTICLE 8: VOTING PROCEDURES FOR I-INCE REPORTS

A voting draft of an I-INCE report shall be submitted by the convener to the Vice President of Technical Activities in electronic form. The Vice President may seek reviews by anonymous experts on the suitability of its contents before forwarding it to the Secretariat. (Secretariat: Note that technical articles or informal reports are not subject to any formal voting procedures.)

Two alternate methods for seeking votes are possible.

- First, a formal voting draft may be posted on the I-INCE site, and voting shall then be via a secure link. A message shall be sent by the Secretariat to the Member Societies accordingly. The time limit for voting shall be about six weeks from the circulation date.
- Second, the ballot and draft may be circulated about six weeks before a meeting of the General Assembly at which the votes may be cast.

A vote to proceed with publication may be positive, negative with accompanying technical reasons for the negative vote, or abstention. Positive votes conditioned on the acceptance of substantive modifications to the text of the voting draft, as well as negative votes submitted without substantiating technical reasons, will not be accepted. A voting draft is approved for publication if a majority of the votes cast by the Member Societies is positive.

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Technical Study Group 9 Voting Draft

- The report is entitled “Supplemental Metrics for Day/Night Average Sound Level and Day/Evening/Night Average Sound Level”. The Voting Draft has I-INCE Reference Number N14-1 (file 'I-INCE TSG 9 Voting Draft N14-1.pdf').
- Go to the General Assembly Link on I-INCE site and register first.
- Link to the voting draft and voting form can be found at: <http://i-ince.org/GA/index.php>. Under Part 2 (article 8) of the Rules of I-INCE (<http://www.i-ince.org/rules2.htm>), this posting (or e-mail) transmits the Draft.
- ☒ Secretariats of the I-INCE Member Societies are asked to respond to the I-INCE Secretary General (e-mail address 'rbernhar@nd.edu') as soon as possible but by **NO LATER THAN 2015 JANUARY 15** with their vote on the question noted below. Member Societies have an obligation to vote on the question.
- ☒ Does the Member Society consider the Voting Draft in document N14-1 (TSG 9 Report) sufficient for publication?

☐ Yes

☐ No

☐ Abstain

Provide comment with your vote (if No or Abstain).

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Future Congress Technical Planners Committee Advisors

- The I-INCE board authorized I-INCE Vice President of Technical Activities (in 2012) to appoint 6 advisors to the Future Congress Technical Planners committee in order to ensure consistency among the technical programs of INTER-NOISE congresses.
- These appointments formally recognize the important contributions made by the technical program chairs to the noise control engineering community and to the body of knowledge via congress proceedings.
- Following advisors have been appointed, with terms indicated.

Name	Country	Tech. Program Chair of	Term from Jan. 2013 (ending)
Sónia Antunes	Portugal	INTER-NOISE 2010	2 years (Dec. 2014)
Masaharu Nishimura	Japan	INTER-NOISE 2011	2 years (Dec. 2014)
Steve Conlon	USA	INTER-NOISE 2012	3 years (Dec. 2015)
Christian Kirišits	Austria	INTER-NOISE 2013	4 years (Dec. 2016)
Charles Don	Australia	INTER-NOISE 2014	5 years (Dec. 2017)
Courtney Burroughs	USA	INTER-NOISE 2015	6 years (Dec. 2018)

- ☒ Minutes of the FCTP meetings are distributed to advisors, Congress program planners, and attendees.

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Pre-Future Congress Technical Planners (FCTP) Meeting

Day/Date:	Sunday, 2014 November 16
Time:	07.30am - 10.00am
Location:	Flinders Meeting Room, Holiday Inn

Pre-FCTP Meeting Agenda

Raj Singh and Courtney Burroughs, Co-Chairs

- Introduction
- Minutes of Prior FCTP Meetings and Advice Received
- INTER-NOISE 2015 Technical Program Details (Questions and Suggestions)
- INTER-NOISE 2014 Technical Program (and Lessons Learned)
- Preliminary Technical Program Plans for INTER-NOISE 2016
- Suggestions for FCTP meeting of November 19

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Future Congress Technical Planners (FCTP) Meeting

Link to FCTP: <http://www.i-ince.org/rules4.htm>

Day/Date:	Wednesday, 2014 November 19
Time:	11.00-13.00
Location:	MCEC Room 214
<u>Theme:</u>	Technical Programs for: <ul style="list-style-type: none">• INTER-NOISE 2015 San Francisco, USA (2015 August 9-12) [website: incedusa.org, internoise2015.com]• INTER-NOISE 2016 Hamburg, Germany (2016 August 21-24) [website: internoise2016.org]

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I-INCE Symposium Series (2011-2013)

- ☑ **First I-INCE Symposium (2011): “Buy-Quiet”**
 - Held in Paris, 2011 July 5-6. Jean Tourret (President, INCE/Europe) was the symposium chair. Proceedings posted on: <http://www.bruit.fr/buyquiet>
- ☑ **Second I-INCE Symposium (2012): “Noisy Motorcycles - An Environmental Quality-of-Life Issue”**
 - The Symposium was hosted by the National Academy of Engineering on Wednesday 2012 October 24 at National Academies’ Keck Center in Washington, DC. Final report is available on INCE/USA site: <http://www.inceusa.org/node/310>
- ☑ **Third I-INCE Symposium (2013): “Lessening the Severe Health Effects of EU Traffic Noise by Emission Reductions”**
 - The 2013 Innsbruck Symposium emphasized the demands on test methods and limit value formulations for vehicles, tyres, and road surfaces. Link goes to “Quieter Cities of the Future”:
<http://www.ta.chalmers.se/downloads/open/intro/QuieterCities.pdf>

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I-INCE Symposium Series (2014-2015)

- ☑ **Fourth I-INCE Symposium (2014): The symposium “Cost-Benefit Analysis—Noise Barriers and Quieter Pavements” was held 2014 January 16 at National Academies’ Keck Center in Washington, DC.**
 - It reviewed current technology and methods of cost-benefit analysis of two common highway traffic noise reducing measures .
 - Link: http://ntl.bts.gov/lib/52000/52400/52442/Cost_benefit_analysis_noise_barriers.pdf
- ☑ **Fifth I-INCE Symposium (2015): *Board authorized 5000 EUR for 2015 Symposium on “Buy-Quiet” (BQS15) to be held with INTER-NOISE 2015.***
 - *1-day workshop hosted by TSG 10 Tuesday 11 August 2015, in San Francisco.*
 - *Plan: 20-minute presentations; formal papers not required.*
 - *A paper could be part of the IN proceedings if IN2015 registration paid.*
 - *IN2015 registration not required to attend only BQS15.*
 - *Only one-room needed (50-75 occupancy).*
 - *Kevin Herreman to co-chair BQS15, with co-chair from Asia (TBD).*

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I-INCE Grants for Young Professionals

- ✓ Overall, 87 YP grants awarded (including MCB) from 2010 to 2014.
- ✓ 76 I-INCE grants (61 of 500 EUR each and 15 of 600 EUR each) awarded in 5 years since 2010 - out of 195 applications (often these candidates are very good). The Board approved an increase in the grant from 500 EUR to 600 EUR (from 2014) and a reduction to 15 grants).
- ✓ Number of countries represented thus far: *Countries of Origin = 33 (Countries of Work = 31)*
- ✓ 10000 EUR (9000 EUR for 15 Grants + 1000 EUR for the YP Workshop) allocated for INTER-NOISE 2015
- ✓ Local congress organizers are expected to enhance these. For example, Melbourne Convention and Visitors Bureau (MCB) provided funding for 11 grants for young professionals from developing countries.
- ✓ Money requested for INTER-NOISE 2016 is 10000 EUR (9000 EUR for 15 Grants + 1000 EUR for YP Workshop)

Total Allocation by I-INCE for 7 years (2010-2016) = 62,500 EUR

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2014 Young Professionals Grant (I-INCE) Winners (15)

First	Last	Country of Origin	Country of Work/Study
Marieke	Bezemer-Krijnen	Netherlands	Netherlands
Martin	Fischer	Germany	Germany
Silke	Hohls	Germany	Germany
Sebastian	John	Germany	Germany
Dong-Soo	Kang	South Korea	South Korea
Christine	Klei	Germany	Germany
Adam	Koutny	Czech Republic	Czech Republic
Joonhee	Lee	South Korea	United States
Zhao	Peng	China	United States
Calum	Sharp	United Kingdom	United Kingdom
Andre	Verstappen	New Zealand	New Zealand
Jung-Han	Woo	South Korea	South Korea
Liang	Yao	China	Japan
Yong-Bin	Zhang	China	China
Jianwen	Zheng	China	China

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2014 Young Professionals Grant (MCB*) Winners (11)

First	Last	Country of Origin	Country of Work/Study
Apoorv	Agha	India	Singapore
David	Bello Bondarenco	Brazil	Brazil
Abhijit	Dhamanekar	India	India
Nicholas	Durup	United Kingdom	United Kingdom
Rafael	Gerges	Brazil	Brazil
Maya	Mochizuki	Japan	Japan
Yasir	Naveed	Pakistan	Hong Kong
Ni Puto Amanda	Nitidara	Indonesia	Indonesia
Andreas	Stephanus	Indonesia	Indonesia
Hongyun	Tang	China	China
Sahan Hasaranga	Wasala	Sri Lanka	New Zealand

*Melbourne Convention and Visitors Bureau

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Distribution of YP Grant Winners Since 2010

Country	Country of Origin	Country of Work/Study
Albania	1	0
Argentina	1	1
Australia	0	1
Austria	2	3
Belgium	4	4
Brazil	2	2
Chile	1	0
China	13	5
Czech Republic	1	1
Denmark	0	1
France	2	1
Germany	11	8
Hong Kong	0	1
Hungary	2	2
India	4	1
Indonesia	2	2
Iran	1	0
Italy	5	6
Japan	3	6

Country	Country of Origin	Country of Work/Study
Korea	7	4
Malaysia	0	1
Netherlands	4	2
New Zealand	1	2
Pakistan	1	0
Poland	1	1
Russia	1	1
Serbia	1	1
Singapore	0	1
Spain	3	3
Sri Lanka	1	0
Sweden	1	4
Switzerland	1	1
Turkey	4	4
United Kingdom	2	9
USA	2	10
Vietnam	2	0
Zimbabwe	1	0

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I-INCE Workshop for Young Professionals

Goals

- Engage young professionals
- Case studies and professional issues presented by world renowned experts
- Informal discussions between young professionals and I-INCE leaders and senior noise control engineers

Audience

- Young Professionals (by invitation only)
- All I-INCE 'young professional' applicants invited plus other students attending INTER-NOISE congress

History

- First workshop at INTER-NOISE 2010 in Lisbon, Portugal was quite successful, with 29 attendees and noise control case history presentations by six experts.
- Second workshop at INTER-NOISE 2011 in Osaka, Japan with 27 attendees.
- Third workshop at INTER-NOISE 2012 in New York, USA with 50+ attendees
- Fourth workshop at INTER-NOISE 2013 in Innsbruck, Austria with 50 attendees
- Fifth workshop at INTER-NOISE 2014 (in Melbourne, Australia)
- Sixth workshop at INTER-NOISE 2015 (in San Francisco, USA)
- Visit http://i-ince.org/travel_grants.php for detailed information

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Workshop on 2014 November 17 for Young Professionals

Day/Date:	Monday, 2014 November 17
Time:	1500-1730
Location:	Plenary Room, MCEC

Program:

- Overview – by R. Singh, VP, Technical Activities, I-INCE
- I-INCE Mission and Presentation of the I-INCE Young Professionals Grant Certificates – by J. Scheuren, President I-INCE
- How to Present a Paper at I-INCE Congresses? - by P. Donovan, Illingworth & Rodkin
- How to Network? – by S. Hambric, Pennsylvania State University
- How to Involve Young Professionals in Organizing Technical Sessions? – by R. Singh, VP, Technical Activities, I-INCE
- Inter-Noise 2015 in California, USA – YP grants (I-INCE and Inter-Noise 2015 Team)
- How to Publish a Paper on Noise? - by C. Burroughs, Editor – NCEJ

Organizer:

R. Singh, VP, I-INCE Technical Activities

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I-INCE Website and Information Dissemination

I-INCE Site

- Updates on I-INCE Technical Activities, TSG and I-INCE symposium reports are (and will be) posted (<http://i-ince.org/initiatives.htm>) and updated annually.
- A new link on “Young Professionals” developed on the I-INCE site (http://i-ince.org/travel_grants.htm); updated annually.
- All applications for INTER-NOISE 2012, 2013, and 2014 submitted via the I-INCE site; this procedure to be continued.
- Add 2015 Young Professionals Grant announcement and application link.

Editorial on the Technical Activities in the NNI (2012 June issue)

- Description of Technical Study Group Activities
- Purpose of Future Congress Technical Planning Sessions
- Young Professionals Grant and Workshop Program
- I-INCE Symposia

Feature article on the Young Professionals programs in the NNI (2012 September issue)

- Goals of the YP Program
- Workshops
- Summary of Mentoring Presentations

i-ince

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Action Items for the Board

- Allocate 10,000 EUR for INTER-NOISE 2016 competition (15 awards, 600 EUR per person plus 1000 EUR for the Young Professionals Workshop).
- Seek proposals for I-INCE Symposia in 2016 and 2017 (5000 EUR Allocation) and approve one for each year.

i-ince

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Noise/News International Summary

November 2014

I-INCE Board Meeting
Jim Thompson, Ph D, PE, INCE Bd Cert

7/19/2013 • 1

Agenda

- Proposed 2014 Budget
- Editorial Calendar
- Website Activity
- New editorial and layout support
- Questions

7/19/2013 • 2

Proposed 2014 Budget

DESCRIPTION	BUDGETED AMOUNT (USD)	BUDGETED AMOUNT (Euros)	NOTES
Income			
Contribution from INTER-NOISE 2013	\$13,000.00	10,000.00 €	
Contribution from INCE/USA	\$11,000.00	8,461.54 €	
Advertising Income (net)	\$4,000.00	3,076.82 €	
Contribution from International INCE	\$14,300.00	11,000.00 €	8000 Euros & 3000 Euros @ 1.3 USC
Editor's Honorarium			
Total	\$42,300.00	32,538.46 €	
Expense			
Composition, Layout, & Editorial			
Assistant	\$20,000.00	15,384.62 €	All functions from Frontline
Web site maintenance & enhancement	\$7,500.00	5,769.23 €	
Host Access Charges	\$1,000.00	769.23 €	
Rate Card and editorial calendar	\$1,250.00	961.54 €	
Office Expenses	\$2,500.00	1,923.08 €	
Travel	\$9,500.00	7,307.89 €	
Total	\$41,750.00	32,115.38 €	
Balance	\$550.00	423.08 €	

7/19/2013 • 3

Editorial Calendar

December 2014

- Occupational Noise
- NOISE-CON 2014 Report
- INTER-NOISE 2015 First Announcement

March 2015

- INTER-NOISE 2015 Call for Papers and Travel Planning
- Marine Noise
- Architectural Noise
- INTER-NOISE 2014 Report
-

June 2015

- Transportation Noise

September 2015

- Workplace Noise

December 2015

- INTER-NOISE 2016 First Announcement
- INTER-NOISE 2015 Report
- NOISE-CON 2016 Call for Papers and Travel Planning
- Product Noise

7/19/2013 • 4

Website Activity

	Country	User Percentage
1.	United States	42.11%
2.	Brazil	10.53%
3.	Australia	5.26%
4.	China	5.26%
5.	Canada	4.21%
6.	United Kingdom	4.21%
7.	India	4.21%
8.	Germany	3.16%
9.	Italy	3.16%
10.	Mexico	3.16%



7/19/2013 • 5

New Editorial/Page Layout Support

- Amnet Systems has assumed responsibilities for editorial and layout work
- Due to the resignation of INCE Business Office which was handling these duties
 - Better to handle this with a separate contractor
 - Amnet provided an excellent proposal with good value
- Initial lag with transition – we are quickly catching up

7/19/2013 • 6

Questions

I-INCE INCE/USA Conference Paper Database

Status Report of Working Group

Doug Manvell (I-INCE Board), Courtney Bouroughs (Publications), Joe Cuscieri (Web), Luigi Maffei (EAA), Jean-Pierre Clairbois (Treasurer)



November 2014
www.bksv.com
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What Is It?

- Access to I-INCE members to an Online Database
 - >20,000 INCE conference papers (Internoise, NoiseCon, SQS, Active)
 - Searchable by author, title, INCE Subject Classification, Lead Author Affiliation
- Providing:
 - Easy access to leading papers in the field of noise control, continually updated, powerful search tools to optimise time used
 - The following main benefits:
 - Helps I-INCE members find suitable articles and leading researchers (in particular practitioners and new researchers) for research, contacts, documentation (case studies, research, etc)
 - Assists authors (researchers) in building up their network
 - Supplements Internoise as a major deliverable of I-INCE
- Starts January 2015 (access information will be sent)

www.bksv.com, 2



How Is This Financed?

- I-INCE shares funding with INCE/USA of this database, making it available to all members of Member Societies that will financially support the program
- The financing model is the best, easiest and most attractive solution for starting this initiative
- Annual subscription fee per Member Society:
 - Small: 75 €
 - Medium: 150 €
 - Large: 225 €
- Financing model to be reviewed within 3 years

www.bkna.com, 3



Why Support this?

- Benefits individual members of Member Societies
- Provides added value for I-INCE to Member Societies
- Disseminates I-INCE conferences and articles

www.bkna.com, 4



Who has Signed up Already?

Australian Acoustical Society
Österreichische Arbeitsring für Lärmbekämpfung
Association Belge des Acousticiens / Belgische
Akoestische Vereniging
Acoustical Society of China
Danish Acoustical Society
Acoustical Society of Finland
Societe Francaise d' Acoustique
Deutsche Gesellschaft für Akustik

Associazione Italiana de Acustica
Acoustical Society of Japan
INCE/Japan
Korean Society for Noise and Vibration
Engineering
Nederlands Akoestisch Genootschap
Sociedade Portuguesa de Acustica
Turkish Acoustical Society

Thank you

www.bkna.com, 5



You Can Still Join

1. Contact the Treasurer to get an invoice
2. Pay
3. Receive access instructions

We go live January 2015

www.bkna.com, 6



INCE/I-INCE Conference Database Ad-hoc Committee Report

November 2014

At the 2013 Board of Directors meeting and General Assembly, the ad hoc committee looking to make the database of I-INCE and INCE/USA conference papers accessible to individual members of the Member Societies was asked to develop a plan that would address the remaining issues. This would then be used to ballot the Board of Directors and Member Societies to approve the plan and then announce the plan to Member Societies interested in joining the effort.

This was done and the Board of Directors of I-INCE subsequently approved the proposal initiative of a joint I-INCE INCE/USA Conference Paper Digital Library to give Member Societies' individual members access to the digital library of conference papers published at past INTER-NOISE and NOISE-CON conferences. This is based on the widespread support from many Member Societies who indicated willingness to financially support this initiative.

It was agreed that the initiative will be financed as follows. I-INCE shares funding with INCE/USA of this database, making it available to all members of Member Societies that will financially support the program. The financing model is the best, easiest and most attractive solution for starting this initiative.

The annual subscription fee per Member Society is as follows:

- a. Small: 75 €
- b. Medium: 150 €
- c. Large: 225 €

This financing model will be reviewed after 3 years (i.e. during 2017).

14 Member Societies have already agreed to financially support this initiative with in total 2250 € and have received an invoice to cover the first year's subscription (2015). Instructions on how to access to the database will be given to the relevant Member Societies so that their members can gain benefit from it starting 1st January 2015.

Country	Member Body	Notes	Answer Received?	Positive?	Funding
Australia	Australian Acoustical Society		Y	Y	150
Austria	Österreichische Arbeitsring für Lärmbekämpfung		Y	Y	75
Belgium	Association Belge des Acousticiens / Belgische Akoestische Vereniging		Y	Y	150
Brazil	Sociedade Brasileira de Acustica				
Canada	Canadian Acoustical Association.				

Attachment 13 – Report of the On-Line Paper Database Project

Chile	SOCHA				
China	Acoustical Society of China				
Czech Republic	Czech Acoustical Society				
Denmark	Danish Acoustical Society		Y	Y	150
Europe	INCE/Europe				
Finland	Acoustical Society of Finland		Y	Y	150
France	Societe Francaise d' Acoustique		Y	Y	225
Germany	Deutsche Gesellschaft für Akustik		Y	Y	225
Germany	NALS im DIN und VDI				
Greece	Hellenic Acoustical Society				
Hong Kong	Hong Kong Institute of Acoustics				
Hungary	OPAKFI				
India	Acoustical Society of India				
International	Iberoamerica Federation of Acoustics (FIA)				
Italy	Associazione Italiana de Acustica		Y	Y	150
Japan	Acoustical Society of Japan		Y	Y	225
Japan	INCE/Japan		Y	Y	225
Korea	Korean Society for Noise and Vibration Engineering		Y	Y	225
Korea	Acoustical Society of Korea				
Lithuania	Lithuanian Acoustical Society				
Mexico	Instituto Mexicana de Acustica				
Netherlands	Nederlands Akoestisch Genootschap		Y	Y	150
New Zealand	New Zealand Acoustical Society				
Norway	Acoustical Society of Norway				
Poland	Committee on Acoustics - Polish Academy of Sciences				
Portugal	Sociedade Portuguesa de Acustica		Y	Y	75 €
Romania	Academia Romana Comisia d'Acoustica				
Russia	Eastern European Acoustical Association				
Singapore	The Environmental Engineering. Society of Singapore				
Slovakia	Slovak Acoustical Society				
Slovenia	Slovenian Acoustical Society	Cannot increase fees	Y	N	0
Spain	Sociedad Espanola de Acustica				
Sweden	Swedish Acoustical Society				
Switzerland	Schweizerische Gesellschaft Fur Akustic (SGA-SSA)				
Turkey	Turkish Acoustical Society		Y	Y	75
United Kingdom	Institute of Acoustics				
United States	Acoustical Society of America	No reason given	Y	N	0
United States	Institute of Noise Control Engineering of the USA				

Attachment 13 – Report of the On-Line Paper Database Project

Argentina	AdAA				
Nigeria	?				
TOTAL					2250

Next Steps

- Further action will be taken by the Ad-hoc Committee to get increased participation for more funding and usage.
- The access will be rolled out to participating Member Societies as of 1st January 2015

Why Support this?

- Benefits I-INCE Member Societies and their members
- Provides significant added value from I-INCE to I-INCE Member Societies
- Disseminates I-INCE conference papers
- Provides added value for Member Societies to enable increased membership
- Value for money:
 - Major improvement in I-INCE deliverables to Member Societies and their members
 - Small cost per individual person benefiting from the initiative

Doug Manvell

Ad-hoc Committee Leader

10th November 2014

Attachment 14 – 2015 Officers and Directors of I-INCE

2015 I-INCE Officers and Directors

President	Joachim Scheuren (2013 - 2016)
President-elect	Marion Burgess (2013 - 2016)
Immediate Past President	Gilles Daigle (2013 - 2016)
Secretary General	Robert Bernhard (2013 - 2015)
Treasurer	Jean-Pierre Clairbois (2013 - 2015)
Vice President, Europe-Africa	Luigi Maffei (2013 - 2015)
Vice President, Asia Pacific	Ichiro Yamada (2015 - 2017)
Vice President, Pan America	Steve Hambric (2014- 2015)
Vice President, Global Noise Policy	Tor Kihlman (2013 - 2015)
Vice President, Development	David Holger (2013 - 2015)
Vice President, Technical Activities	Raj Singh (2015 - 2017)
Vice President, Rules & Governance	Bill Lang (2013 - 2015)
VP for Internal Communications and Webmaster	Joe Cuschieri (2015 – 2017)
Vice President, Membership	Samir Gerges (2013 – 2015)
Director, INTER-NOISE 2010	Jorge Patricio (2011 - 2016)
Director, INTER-NOISE 2011	Ichiro Yamada (2012 - 2017)
Director, INTER-NOISE 2012	Steve Hambric (2013 – 2015)
Director, INTER-NOISE 2013	Werner Talasch (2014 - 2016)
Director, INTER-NOISE 2014	Norm Broner (2015 – 2017)
Director-at-large	Kohei Yamamoto (2015 - 2017)
Director-at-large	Douglas Manvell (2015 – 2017)
Director-at-large	Davi Akkerman (2015 - 2017)
Distinguished Board Member	Hideki Tachibana (2015)