

TECHNICAL COMMITTEE ON ARCHITECTURAL ACOUSTICS (TCAA)

Spring meeting of TCAA MINUTES

Tuesday, May 9, 2023 7:30 PM (CDT)

Summit/ Zoom

Chair: **David Woolworth**

Chair-Elect: **Matt Golden**

In Attendance: 100 people were present. (Full attendance list included at the end)

Section One: Welcome and Acknowledgments

I. Welcome and Introductions

- Attendance form
- https://docs.google.com/forms/d/1NU5Ti2GRgs2YEc_vLYOb3W5qCs016-LS5kHVb4vcyk4/viewform?edit_requested=true
- Attendees are encouraged to become TCAA members if they are not already.
- Introduction to TCAA (students)

II. Previous Minutes

- Approval of previous minutes unanimous
 - Previous minutes – unanimously approved.
 - Reminder: TCAA Meeting Agenda and Minutes are published on the TCAA website <http://tcaaasa.org>

III. Acknowledgements

- **Shane Jerome Kanter** (General Chair)
- **Brandon Cudequest** (Technical Program Chair)
- **David Manley** (rolling off after Sydney) **Brandon Cudequest & Winter Saeedi** (TCAA TPOs)
- Session Chairs: **Ben Schafer, Samantha Rawlings, Jonah Sacks, Robin Glosmeyer Petrone, David Woolworth, David Manley, Lily Wang, Evelyn Way, Mivhael Raley, Brandon Cudequest, Semiha Yilmazer, Dick Bottledooren, Andrew Mitchell, Derrick Knight, Shane Kanter**
- Presenters: 72 papers in 9 sessions
- **Sean Browne** (Webmaster)

IV. Congratulations!

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- New Fellows (none)
- **Beranek Scholarship**
 - **Zane Rusk** 2023, Penn State
- **Winker Scholarship**
 - **Greg Hernandez**, University of Rochester
- **Student paper award winners**
 - 1st place - 1aAA2 - **Sunit Girdhar** - Using a simulation model to guide a new measurement method for floor ceiling assembly impact performance
 - 2nd Place - 5aAA6 - **Jonathan Broyles** - Acoustic design trade-offs when reducing the carbon footprint of buildings

V. Chair's Report

1. Editor in Chief (**Jim Lynch**)
 - JASA IF 2.48. Special issues have contributed to this success. See JASA dashboard - impact factor is 2.83 for TCAA (2.48 ASA), new IF update in June.
 - [Across Acoustics](#) is the official podcast of the Acoustical Society of America's Publications' Office
 - JASA Reflections – will be republishing old articles
 - ASA Propagations: the blog of the ASA
 - i. <https://acoustics.org/introducing-propagations>
2. **POMA (Megan Ballard-** Editor of the Proceedings of Meetings)
 - Publishing a proceedings article in POMA based on a presentation or poster from an ASA meeting is included as a benefit of the ASA registration fee.
 - However, POMA remains underutilized by ASA members, with only about 10% of authors submitting POMA articles.
 - There is a Student POMA competition.
 - Up to 5 papers will be awarded \$300. See the [ASA Chicago Meeting page](#) for more information
3. **ASA President (Peggy Nelson)**
 - ASA is reviewing administrative committees. It will take a couple of years to go through all.

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4. **Committee to Improve Racial Diversity and Inclusivity – CIRDI (Peggy Nelson)**

SURIEA (Summer Undergraduate Research or Internship Experience in Acoustics) has 7 new folks for the summer and suggesting outreach to HBCU's (Historically Black Colleges and Universities) by TC members to spread the word. Also reaching out to those with no direct route of access to acoustics, Chicano, Native Americans, women in engineering, STEM job boards, and minority institutions.

5. **Meetings (and pilot virtual meeting) DISCUSSION**

- networking/time zones/students-senior members/doesn't have to look like a normal meeting- need to set expectations and intent (access, environmental concerns, positive)/technical things that are difficult to do in person-lightning sessions-panels-alternative to hybrid registration fees-group registration-lab rate-company rate- high quality – recorded content-incentivize participation./things we can't do well/experiment
- Length of meeting-3 days? November? What are good days?
- EC TC councils are outside the online meeting
- What preparation is needed for successful sessions or other events. Pre-recorded? Chair prep? Organization?
- Keep in mind that whatever we want to do needs to be determined by Sydney.

- **Comments on Virtual Conference**
 - Computer based/software-based things, audio simulations will drive some preparation on the attendee end.
 - Audio quality must be good.
 - few slides (shorter presentation) and a discussion
 - Requested limited to 3 days.
 - Extended mid-day break
 - Suggest pre-recorded, access to sessions after, record the live sessions.
 - Accommodate international contributors.
 - Encourage communication between presenter and audience.
 - Suggesting Mon, Wed, Fri
 - Make sure it is done right

- **General Meetings Comments**
 - suggested vetting to help shorten the meetings
 - consolidation of sessions.

- **Comments on this meeting?**
 - Food at the Tuesday social was less than ideal.
 - Add escalators between floors – Michael V.

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Solution Showcase was poorly located and poorly timed.

6. Other

- In Memoriam:
Jim Borzym - passed away peacefully at his home in Boulder, Colorado on December 14, 2022, at the age of 67 years. [Link to Full Obituary](#)

Section Two: Committee and Subcommittee Reports

I. ASA Committee Reports

1. Membership (Damian Doria) reappointed

For Membership, I'm happy to report that we're reviewing a candidate from TCAA for Fellow and would be happier to review more. Let's get nominations going where appropriate. Folks can reach out to me if they don't know the procedures for nomination. **Tony Hoover** is the previous rep and can speak about it if necessary in the TCAA session. On the general membership, the committee has reviewed and approved more than 50 new applications for full membership this Spring and 9 of those listed TCAA as primary or secondary field of interest. I think the breakdown was 7 primary 2 secondary. Remind everyone that the dues are the same for Associates after 5 years as for Full Members, but Associates pay \$35 extra for the Journal. Anyone can be a full member if they're a "...person active in acoustics, who has an academic degree in acoustics or in a closely related field or who has had the equivalent of an academic degree in scientific or professional experience in acoustics."

- If you have not read the Fellows process email that was created, please read it and save it for future reference, **Damian Doria** is a good contact if you believe you have a good candidate.
- We have also recently approved a good number of full members who were formerly student or associate members. Several were in TCAA and TC Noise, so great to have them aboard and tell their friends to sign up too.
- Moving from associate member to full member (typical grad students) is a concern after 5 years as associate member- these people cannot vote or be in office, so converting is good. If you are an associate please see your TC chair. Note that you can become a full member from associate in less than 5 years.

2. Meetings (Damian Doria)- nothing to report outside of known schedule

- Fee categories are changing for Chicago, fees for members not much.

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- Moving ASA social to Wednesday eve 2023, no Tuesday-Thursday starts in Sydney
- Fall 2024 virtual meeting is happening
- SYDNEY student funding applications due May 31, results July 15. July 24 abstract deadlines
- Ottawa May 13-17 2024

3. JASA

- JASA Associate Editor (**Brian Katz, Francesco Martellotta, Ning Xiang, Lauri Savioja, Frank Sgard**)
- JASA Coordinating Editor (**Ning Xiang**)
- JASA impact factor is up from 2017 1.6 now is 2.48 AA was 1.23 now 2.83

4. JASA-EL Associate Editor (**Ning Xiang**)

5. Publications Policy (**Eddie Lau**)

- The Publication Policy Committee was held on 5 May 2023.
 - Data Availability Policy: ASA Publication is now aligned with AIPP policy with a complete Author Declaration section for the data availability.
 - Authors are also requested to answer questions for collecting self-reported demographic information in the manuscript submission system.
 - AIPP has done "Publishing Services Gap Analysis", which includes strengths, opportunities, aspirations, and results. During the meeting, there was a discussion about the change of the role of associate editors from gatekeeper to shepherd.

6. POMA - Proceedings of Meetings on Acoustics (**Lauren Ronsse**)

Proceedings of Meetings on Acoustics (POMA) is an editor-reviewed, open-access, online journal published by the Acoustical Society of America (ASA). Articles originate as papers presented at semiannual ASA meetings or at other cosponsored meetings. Both researchers and practitioners are encouraged to submit manuscripts to POMA.

7. Women in Acoustics (**Kaitlyn Hunt/Ana Jaramillo**)

Round table discussion: Wednesday, May 10th from 2:30-3:30pm at KANE

- **Brigitte** is being honored at the luncheon on Wednesday, May 10 11:45-1:30pm (pre-registration required).
 - The WIA committee is also sponsoring a Lactation Room/Mother's Room during this meeting and plans to continue this at future meetings.
 - WIA sponsored funding opportunities:
 - The Young Investigator Travel Grant is intended to help with travel costs associated with presenting a paper at the meetings. Young professionals who have completed their doctorate in the past five

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years are eligible to apply if they plan to present a paper at an ASA meeting, are not currently students, and have not previously received the award.

- The Dependent Care Subsidy is intended to help with dependent care costs associated with attending an ASA meeting. Meeting attendees are eligible to apply if they plan to present a paper at an ASA meeting or hold a leadership position in ASA.
- Please see the call for papers for more details on these opportunities for future meetings.

8. College of Fellows (Tony Hoover)

- The Society Lecture and Luncheon Hosted by the College of Fellows (i.e., “Fellows Luncheon”) will be Thursday (11 May 2023), Noon to 2pm, in Salon III. The presenter will be Sean Connors (Ensemble Member and Technical Director) from Third Coast Percussion. The Luncheon is again sold out.
- A large number of tickets (two per TC, plus a few others) has been donated by Executive Council again for this meeting, to be raffled to students as part of an ongoing program. Thank you to the TC members who have volunteered to accompany students at the Luncheon (please meet outside Salon III 20 to 30 minutes before the luncheon in order to meet and pair with your students). Student raffle winners get their tickets for free; volunteers must pay for their ticket.
- At the Nashville meeting, there was discussion regarding the process of nominating and confirming ASA Fellows. A summary with more information was generated by members of the College of Fellows, Membership Committee, and others. A draft summary was distributed on 26 April; a more complete version is attached to this agenda.

9. Regional & Student Chapters (Ken Good)

- The CRSC team met virtually on May 3rd and will also be meeting in person May 10th.
- Dan will be reorganizing the CRSC webpage to make things easier to find and to provide support for chapter websites.
- This works will also allow for automating the contact list, annual reports, and general chapters information on the websites.
- Chapters should still plan to send updates to Keeta for social media throughout the year.

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- Chapters have been utilizing combinations of in-person and on-line meetings.
- New Chapter Petition:
Committee approved petition to be forwarded for official approval from EC. Will invite votes from other chapters next week in person at the working meeting who were not represented in the online meeting.
- **Ana Jaramillo** is the new co-Chair of the Committee.

10. ASA Jam (Tony Hoover)

- Wednesday! Student travel awards moved to the Jam
- The Jam will be held Wednesday evening (10 May 2023), starting at 8pm, in this Hotel in Salon II. Many thanks to all, including **Matt Hildebrand** and **Dave Woolworth**, and local committee **Molly Smallcomb**, **Shane Kanter**, and **Brandon Cudequest**.

11. Medals and Awards (Tony Hoover)

- TCAA is eligible in 2023 for a Silver Medal award. For TCAA, this is called the Wallace Clement Sabine Medal. Eligibility is determined by a formula that includes various factors such as the number of members in the TC. MAC selected a nominee (i.e., we have a winner!), and submitted to Executive Council for their review and confirmation. The winner will be announced in due course, soon.
- There also various other awards. All of the salient information is on the ASA website, in case you may be pondering a nomination dossier. Feel free to contact me with questions.

12. Standards (Derrick Knight)

- Ongoing collaborating with INCE to offer ASA standards as part of INCE measurement certification program.
- We are encouraging development of practical guides in the use of sound standards. The most recent example was developed by **Davyd Betchkal** of NPS and is titled “Establishing the Residual Sound Level on Protected Natural Areas: A Modern Approach for Practitioners and Planners.” This is a guide for the application of ASA/ANSI S12.100. We hope to see more guides developed, please contact Seve Lind, ASA Standards Director, if interested.

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We also encourage video guides, though we have no examples as-yet (this would be breaking new ground).

- Ongoing need for working group members to write and maintain standards, email ASA Standards Director if interested: Stephen Lind stephen.j.lind.ut88@gmail.com

13. Practitioners and Industry (Derrick Knight)

- TC Liaisons – we are establishing CoPI liaisons to each TC. Tony Hoover is AA liaison. Each TC is in a different place with regard to P&I. TCAA is obviously at the high end of engagement, which is why we are able to support new initiatives like the Solutions Showcase. I would like to see TCAA make an effort to find collaborators within other TCs who have lower P&I engagement to plan special sessions. Please collaborate with Tony if you have ideas.
- S12.100 pamphlet mentioned above came out of CoPI, please coordinate with ASA Standards for future efforts.
- Day of ASHRAE – Collaborative Special session for New Orleans meeting, TCNS, TCAA, CoPI plus ASHRAE TC2.6. We hope this is model for TC to collaborate with outside organizations when a true Joint Meeting isn't practical.
- Student Career Mixer - we intend to launch this here in Chicago, but the details were coordinated too late. We will aim for Ottawa or possibly New Orleans to launch this initiative.

Abstract for Student Career Mixer: Students will mingle with representatives from potential employers in industry, government institutions, and consulting firms during an informal lunch. The purpose of this event is to expose students to career opportunities with an emphasis on cross-technical committee awareness. Employers will be representing their firm, lab or institution but will also be prepared to discuss careers more broadly. Whether you are a student who is confident in seeking a career within the technical area you are studying, or you are student who has begun thinking about broadening your career aspirations in a new direction within acoustics, this event will have relevant opportunities for you to explore. Registration is required and only available to students.

14. Student Council (Olivia Heui Young Park)

- Record registration for Student Outreach for Networking and Integrating Colleagues (SONIC) peer-mentoring program. 30 students registered with only 10 peer-mentors. Experienced students and professionals who have graduated within 2 years are welcome to register for the next ASA meeting.
- Professionals, please consider signing up for Students Meet Members for Lunch (SMMFL). We always need more professionals for student matching.

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- **Dr. Mark Hamilton** is the recipient of the David T. Blackstock Mentorship Award.
- Student Council is hosting a special session on Thursday, May 11: Guidance from the Experts: Applying for Grants and Fellowships.
- **Olivia Heui Young Park**, the new Student Council representative for TCAA

15. Panel on Public Policy (Eric Reuter)

- The Panel on Public Policy met remotely last week. **Ed Walsh** will be stepping down as Chair after this meeting and **Eric Reuter** will take over for a three-year term.
- Active projects at PoPP:
 - **IEQ-GA:** ASA is a member of the Indoor Environmental Quality Global Alliance with **Eric Reuter** as our representative. ASA has now been a member for long enough to qualify for a position on the Board of Directors and Eric has agreed to serve for a 3-year term. An IEQ summit is planned for 2025, likely in Montreal. Eric has been invited to join the steering committee to ensure that acoustics is considered for a keynote speech and/or paper track.
 - **Restaurant Acoustics:** **Brigitte Shulte-Fortkamp** and **Wade Bray** are heading up this effort to determine whether ASA should offer a position statement or other public guidance on acoustics in restaurants and similar public accommodations. Discussions centered around possible strategies to encourage owners to consider acoustics and the separate but related issues of worker noise exposure and patron comfort.
 - **Acoustics and Climate Change:** A special session was held Monday (yesterday) in support of the effort to draft a position on the effects of climate change on acoustics.

16. Education (Jim Degrandis)

- The possibility of splitting EdCom into two groups got favorable feedback in the Nashville session but there are still some logistical hurdles and is being evaluated by EC. These two parts would essentially be:
 - **Outreach and Education Committee:** a smaller committee (perhaps 6-10 members) that would fall under Administrative Council on Outreach, and which would focus on the administrative issues, the outreach activities that ASA is involved with (Booths at STEM fairs and professional conferences attended by under-represented minorities undergraduates and faculty), the

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development and distribution of the ASA Teaching Activity Kit, outreach events during ASA meetings, etc.

- **Education in Acoustics Technical Committee:** elevating ED to a TC would allow for greater focus on acoustics education research, sessions on teaching pedagogy, mentoring of students, and the development of educational resources. An ED TC would also showcase the important role Acoustics Education plays in forwarding the ASA mission and purpose statement.
- Also, (and as always) there were only two new nominations for the Rossing Prize this time around. Nominees do not need to be working at an educational institution to be considered. Reach out to the members of the nominating committee for more information.
- The 2023 Rossing Prize Selection Subcommittee:
 - Dan Russell (ED Com chair 2018-2024)
 - Dan Ludwigsen (appointed by ED Com chair – 2022-2025)
 - Barbara Shinn-Cunningham (selected by ASA president – 2021-2024)
 - Karen Helfer (selected by Chair of Prizes & Special Fellowships Chair – 2022-2025)
 - Brad Story (selected by Chair of Prizes & Special Fellowships Chair – 2022-2026)

17. Tutorials, Short Courses, Hot Topics (Eddie Lau)

- Committee to be replaced by ASA academy, hot topics to continue in some form, looking for ideas and volunteers.
 - From the last meeting in May 2022, We had the consensus to dissolve the committee with the following courses of action:
 - We ask EdCom if they will take over Hot Topics. If they agree, we can suggest a sub-committee of 2-3 people to help coordinate that.
 - We ask Webinars if they will take on Tutorials, again we can propose for our members or others to take that on. A tutorial would be a more education-focused (as opposed to information-focused) webinar.

18 . ASA Books Committee (Robin Glosemeyer Petrone)

- No report

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19. Member Engagement (Ana Jaramillo)

- The ME committee sponsors initiatives such as:
 - Pronoun stickers
 - EAR - Early Career Acousticians retreat (every couple of years)
 - Early career funding (at every meeting)
 - Exit survey for people not renovating ASA membership
 - First time attendee email and orientation
- Two events happened at the Chicago meeting:
 - Publishing panel
 - Affinity listening space
- Additional changes:
 - Ana's Term has ended
 - **Laura Brill** and **Sunit Girdhar** expressed interest.

20. Archives and History

- No Report or representative.

II. TCAA Subcommittee Reports

1. Speech Privacy (Ken Good)

- The Speech Privacy Subcommittee will be meeting on May 24th.
- Members should have received a notice through basecamp. If you did not receive notice or would like to be a member please contact me.
- kwgoodjr@armstrongceilings.com

2. AIA/CEU Course (Ken Good)

- The architectural community has requirements for continuing educational units. This program provided the opportunity for each of you as TCAA members to provide a credit to architects. More importantly the opportunity to educate the specifying community on the fundamentals of Architectural Acoustics.
- The course must be re-submitted with AIA each year. Our course is in good standing and we are good to go.
- To qualify as a presenter, you must be a member of ASA. A member of TCAA, and have completed the TCAA CEU Training Course. The last course was

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offered at the 181st meeting (Seattle). The next course is TBD (Maybe Ottawa)

- A frequently asked question continues to be about remote or virtual presentations. This is an IN-Person course and may NOT be presented virtually for several reasons. Among them are, this is copy written material, course integrity, course intent.

3. Sustainable Acoustics (Lucky Tsaih)

- New Chair **Lucky Tsaih** thanks for taking the reigns
- Sustainable Acoustics
The current TCAA Subcommittee website for Sustainable Acoustics needs to be activated first ([Subcommittees | Technical Committee on Architectural Acoustics \(tcaaasa.org\)](#)) and be updated for the green and well building ratings info, projects, products, and research paper.
- Will propose a hybrid special paper session in the 186th Meeting, Ottawa, Canada 13-17 May 2024.
- Please participate this subcommittee by signing-up the link, so we will be able to hold a virtual meeting in the coming months to discuss further for what and how to update the current website and promote this important topic, etc... (<https://forms.gle/QXZ3NBZhHoesayQ67>)



4. Concert Hall Research Group (Robin Glosemeyer)

- No report
- Previous report
 - Looking for new blood to help get CHRГ moving again, and looking to verify approved funds for taking annual measurements (equipment).

5. Healthcare Acoustics Subcommittee (Jo Solet)

- The COVID pandemic has placed enormous stress on our healthcare system, shining light on critical components requiring acoustic analyses and upgrades.
- Burnout reports from healthcare workers again raise the importance of establishing respite rooms for staff, supporting “quiet breaks” for restoration.

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- In some hospital systems, overcrowding has been so severe that patients have been placed on gurneys in halls where none of the protections mandated for patient rooms are in place.
- This unprecedented crisis is expected to drive expansion in healthcare construction with further attention to acoustics to ensure accurate communication and to support patient sleep.
- Efforts are also underway to evaluate and enhance acoustic standards for specific patient populations, including pediatric cancer patients.

6. Classroom Acoustics (Dave Woolworth)

- Central comprehensive dispensary for classroom acoustics information on the web is being worked on.
- Small meeting held in April, next meeting in June.
- We are looking for people who want to work on this project.
- Success in the hybrid session today 20 papers, worldwide presentations, bonus focus on autism.

7. Newman Student Fund (Lily Wang)

- Kick-starting-reboot
- Looking for new volunteers!
- Planning quarterly(?) Zoom meetings
- Student Design Competition Fall 2023 Sydney
 - Any volunteers to coordinate?
 - If not, then cancel and re-use statement for Spring 2024 in Ottawa?
- Please consider donating to support Newman Medals!
- Please consider nominating graduating students for Newman Medals!

Section Three: New Business and Meeting Planning

I. New Business

- Knudsen lecture (new process, **David Lubman** rolling off)- we are soliciting suggestions.

II. Planning of Future Meetings

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- 185th Meeting, Sydney, Australia: Fall 2023 Joint with AAS, WESPAC, PRUAC
We will need to build a full meeting, possibly with the ability to change or drop sessions.
 1. Impact and airborne noise in buildings (**Matt Golden, Ben Schafer John Davy**)
 2. Anomalous, Scattered and Steered Reflections (**Michael Vorlaender, Densil Cabrera**)
 3. Audio for Architectural Acoustics, Indoors and/or Outdoors (**Tony Hoover, Alex Case**)
 4. Industry-academia cooperation in AA (**Lucky Tsiah, Wei-Hwa Chiang**)
 5. Soundwalking in Sydney (**David Woolworth, Jin Yong Jeon**)
 6. Three-dimensional sound (**Lamberto Tronchin, Angelo Farina, Ning Xiang**)
- 186th Meeting, Ottawa, Canada, – 13-17 May 2024
 - Tentative Special Sessions
 1. Building envelop sound insulation **Lucky Tsiah, Joe Keefe**
 2. Memoriam session for Jerry Kristoff (**Samantha Rawlings**) **Needs approval**
 3. Show your data (**Bruce Olson Ana Jaramillo**)
 4. Mass timber (**David Manley, Evelyn Way**)
 5. Classroom Acoustics (**Pasquale Bottalico, Dave Woolworth, Benjamin Tucker**)
 6. Meta surfaces for Absorption and diffusion. (**Ning Xiang and Peter D'Antonio**)
 7. AI and machine learning (Joint with Noise) **Semiha Yilmazer**. – repeat title. – **Maybe Computational Primary Sponsor**
 8. Presentation of historic papers. (**Michael Vorlaender** and James Phillips)
 9. Soundscape - **Noise Primary Sponsor**
 10. Airborne and Impact Noise Transmission in Buildings. (**Matt Golden, Ben Shafer, Sunit. Garhard**)
 11. Training for AIA (**Tony Hoover and Bennet Brooks**)

Proposed Tours

- Tech tour for NRCC
- National Arts Center tour
- Temporary relocation of the House of Commons of the Canadian Parliament in Ottawa. It was a very interesting acoustic project. Lots of modeling, interesting acoustic design solutions, testing, collaboration with sound system designer, peer review, etc. (submitted Ron Elligator)
- 187th Meeting – Virtual, fall 2024

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- Modeling Techniques and computer tools – (**Laura Brill & Ana Jaramillo**)
- Case Studies for HVAC – heat pumps
- Reproducibility in Architecture (**Ben, Mike, Evelyn**)

- 188th Meeting New Orleans 19-23 May 2025 ICA-ASA joint conference
 - At the intersection of Speech and Architecture (**Ken Good , Pasquale Bottalico, Evelyn Hoglund**)
 - ISRA International Symposium on Room Acoustics follows ICA-ASA in New Orleans, tentatively May 26, 27. We are looking for volunteers to help with the coordination of the meeting logistics and the technical program.
 1. The first day is tentatively joint with music (ISMA) and will focus on the interaction of musicians and rooms.

III. Technical Initiatives – Reports and Renewals

- Note: Technical Initiatives are meant to inspire and support innovative ideas. Suggestions for appropriate investments in outreach, education, and other ASA activities are encouraged. TIs do not automatically roll over.

- Discretionary Funds:
 - \$5000 annually, can be used to assist Invited Speakers, Student Paper Awards
 - AIA CEU ongoing
41% CIRDI (Section 1.V.7 above)

Meeting Adjournment