

BYLAWS for the
Transportation Science & Logistics Society
A Society of the
Institute for Operations Research and the Management Sciences

Article I – Name

The name of this organization shall be Transportation Science & Logistics Society of the Institute for Operations Research and the Management Sciences (INFORMS). Herein it will be referred to as “The Society.”

Article II – Purpose

The major purposes of The Society are:

- a. To provide a continuing, specialized focus on the topics of transportation science and logistics, with the aim of identifying current and potential problems and contributions to their solutions.
- b. To lead in the development, dissemination and implementation of knowledge, basic and applied research and technologies on transportation science and logistics.
- c. To support efforts to extend, unify and integrate related branches of knowledge and practice.
- d. To support the free interchange of information, encourage discussion and interaction among individuals having interest in transportation science and logistics by providing the opportunity for these individuals to meet and to exchange information, ideas, experiences and techniques.
- e. To stimulate the type of cross-fertilization which can best be accomplished within the framework of a professional organization.
- f. To identify, codify, synthesize and interpret knowledge, tools and techniques useful to transportation science and logistics, and to promote high professional standards and integrity in all work done in these areas.
- g. To encourage the education of students and the continuing education of practitioners in transportation science and logistics.

The Society is organized and will be operated exclusively for scientific and educational purposes within the meaning of Section 501(c) (3) of the US Internal Revenue Code of 1986, as amended.

Article III – Membership

1. Any persons interested in transportation science and logistics may become a member of The Society by completing a membership application and submitting it with the proper dues.
2. All members shall have equal rights, duties, and privileges.
3. Membership and participation shall be free from discrimination based on race, religion, ethnic group, national origin, handicap, sex, or sexual orientation.

Article IV – Meetings

The Society will hold at least one membership meeting per year during the national INFORMS meetings, and at least one international meeting every three years, chosen by The Society Board to coincide with meetings outside of the U.S. and Canada which The Society Board feels will serve the interests of The Society. The time, place and agenda of each meeting shall be set by the Society officers and announced at least two months in advance by the Secretary/Treasurer.

Article V – Society Board and Society Officers

1. Board: The Society Board will consist of the Society President, Society Vice President, Society Secretary/Treasurer, the Society Communications Chair, the Immediate Past President of The Society, the Chairs of each of the Special Interest Groups (described in Article VI), and the International Liaisons (described in Article VII).
2. The Society President, Society Vice President, Society Secretary/Treasurer, the Society Communications Chair, and the Immediate Past President of The Society, shall be known as the Society Officers and their duties shall be as described in the following.
3. Nominations, elections, and terms of office of the Society Officers shall be as described in Article VIII.
4. Society President: Shall be the chief administrative officer of The Society, and shall be responsible for the general supervision, direction and control of the business and affairs of The Society. The Society President shall preside at membership meetings and represent The Society in external affairs. The Society President shall appoint ad hoc committees as required, as well as chairs and members of standing committees. In addition, the Society President shall be responsible for maintaining communication with The Society's representative on the INFORMS Subdivisions Council, and for participating in the nomination process for the representative to the INFORMS Subdivisions Council.
5. Society Vice President: Shall, in the absence or disability of the Society President, perform the duties and exercise the powers of the Society President, and shall perform such other duties as The Society requires. In addition, the Society Vice President shall appoint a Cluster Chair responsible for organizing sessions sponsored by The Society at national and international meetings. The Society Vice President will also take responsibility for monitoring and improving the membership in the Society. The Society Vice President shall succeed the Society President at the completion of the term of the Society President.
6. Society Secretary/Treasurer: Shall take the minutes of the Society meetings and shall be responsible for such matters as correspondence and notification of meetings. The Society Secretary/Treasurer shall maintain contact with the INFORMS staff liaison and shall file an annual report describing The Society's activities and financial state. In addition, the Society Secretary/Treasurer shall be responsible for all financial matters, including the financial records of the Society and all its Special Interest Groups. The Society Secretary/Treasurer shall report on the finances of the Society and all its Special Interest Groups at the Society meetings, and shall include financial statements of the Society and all its Special Interest Groups with the annual report. The Society Secretary/Treasurer shall control expenditures in a fiscally sound manner, including the expenditures of the Special Interest Groups.
7. Society Communications Chair: Shall be responsible for communicating the activities of the Society to both Society members as well as the world at large through the website and other forms of communication as may be appropriate. Shall be responsible for producing the Newsletter of The Society at least twice each year. The Society Communications Chair is also responsible for moderating the electronic mailing list of The Society. The Society Communications Chair is responsible for working with the Chairs of the Special Interest Groups and the International Liaisons to ensure the broadest possible participation in the communication of their activities.

Article VI – Special Interest Groups (SIGs)

1. The Society shall operate Special Interest Groups (SIGs), representing to the extent practicable the varied interests of The Society members.

2. A SIG may be created either by unanimous action of The Society Board or by a petition to The Society President signed by at least 25 members of The Society.
3. Each SIG may have a membership list that must be maintained by the INFORMS head office. In the absence of such a SIG membership list, all members of the Society shall be considered members of the SIG.
4. Each SIG shall have a SIG Chair and a SIG Vice Chair, who shall be known as the SIG Officers.
5. Nominations, elections, and terms of office of the SIG Officers shall be as described in Article VIII.
6. Each SIG Chair represents its SIG on The Society Board and is responsible for the general supervision, direction and control of the activities of its SIG. Each SIG Chair shall appoint a SIG Cluster Chair, who works in coordination with The Society's Cluster Chair and is responsible for organizing a track of sessions on SIG related topics at the INFORMS and international meetings. Each SIG Chair shall also appoint a SIG Secretary, who works in coordination with the Society Secretary/Treasurer and the Society Communications Chair to promote SIG activities with substantive contributions to the newsletter and to the website of The Society.
7. Each SIG Vice Chair shall, in the absence or disability of the SIG Chair, perform the duties and exercise the powers of the SIG Chair. The SIG Vice Chair shall succeed the SIG Chair at the completion of the term of the SIG Chair.
8. SIGs are expected to maintain a set of activities that may include sessions at the INFORMS and international meetings, participation in other conferences, and substantive contributions to the newsletter and to the website of The Society. The Society Board by a majority vote may eliminate a SIG that is deemed to have too little activity. Any SIG that is to be eliminated must receive a one-year advance warning of the action, and The Society Board must review the activities of the SIG during that year. A second vote confirming the decision to eliminate a SIG must then be taken. The decision to eliminate a SIG can be cancelled if a petition signed by 25 members of The Society is presented to The Society Chair, in which case The Society Board may not initiate another action to eliminate the SIG for at least three years.
9. The spending limits for each SIG's expenditures funded from the general Society funds are determined by The Society Board and communicated to each SIG Chair at the beginning of each year. Each SIG Chair must then submit a budget to The Society Board for activities funded from the general Society funds that promote the interests of the SIG. Such activities include, among others: inviting speakers at the national and international meetings; offering prizes and awards; organizing an annual SIG Business Meeting. Each SIG's budget for expenditures funded from the general Society funds may not exceed the SIG's spending limit. The Society Board must approve the proposed SIG budget before the expenses may be incurred. The Society Secretary/Treasurer shall be responsible for the control and reporting of the expenditures of each SIG, including the adherence of SIG expenditures to the approved budgets of the SIGs.
10. Any funds raised by a SIG shall be used exclusively for expenses approved by The Society Board and incurred by the activities organized by that SIG. The Society Secretary/Treasurer is responsible for keeping track of each SIG's funds and making sure that it is used for the activities of the SIG that raised it. Any such additional funding is over and above the annual SIG spending limit for expenditures funded from the general Society funds. Any funding raised by the SIG that is not used in a particular year remains for the exclusive use of the SIG in future years. The Society Secretary/Treasurer shall maintain a record of such funds. If a SIG is eliminated, any remaining funds allocated to the SIG will become available for use by The Society.

Article VII – International Presence and International Liaisons

1. Recognizing the importance of transportation and logistics around the world, it will be the policy of The Society to serve the international community. The Society Board will include liaisons for three regions: Europe-Africa, Asia-Pacific and the Americas. These regions may be redefined by unanimous action of The Society Board.
2. Each international liaison represents the interest of a particular region to The Society Board. The liaison is also expected to promote The Society within universities and professional communities that serve the region. Each liaison shall submit a report summarizing their activities for the year to the Society President prior to the business meeting at the annual INFORMS meeting.
3. Nominations, elections, and terms of office of the international liaisons shall be as described in Article VIII.

Article VIII – Elections

1. Nominations: Society members may nominate candidates for the Society Officers and the International Liaisons. Members of a SIG may nominate candidates for the Officers of that SIG.
2. Eligibility: To be eligible to be elected as a Society Officer, SIG Officer, or International Liaison, a nominee must be a member of both INFORMS and The Society at the time of his/her nomination, and the nominee must agree to serve if elected. The Society President shall not be eligible for immediate election to the position of Society Vice President.
3. It shall be the responsibility of the Society President to ensure that at least two candidates are nominated for the position of Society Vice President, and at least one candidate for each of the other positions.
4. Exceptionally, if there is no current elected Society Vice President, or if the current elected Society Vice President declines to become Society President, it shall also be the responsibility of the Society President to ensure that at least two candidates are nominated for the Society President position. In such a case, the Society President shall be elected according to the same procedure as the one implemented for the election of the Society Vice President. The current Society President shall not be eligible for election to the position of Society President.
5. Exceptionally, if there is no current elected SIG Vice Chair or if the current elected SIG Vice Chair declines to become the next SIG Chair, it shall be the responsibility of the Society President to ensure that at least one candidate is nominated for the SIG Chair position. In such a case, the SIG Chair shall be elected according to the same procedure as the one implemented for the election of the SIG Vice Chair.
6. The list of nominees at the election must include all eligible candidates nominated after the election has been announced to the Society.
7. Elections: Elections shall be held by secret ballot issued by one of the following media: a) letter mail ballot; b) electronic mail ballot; c) web-based ballot d) a combination of letter mail and electronic mail or web-based ballot. Society members may vote for Society Officers and International Liaisons. Members of a SIG may vote for the Officers of that SIG. Approval voting shall be used in the election. A majority of votes cast shall determine the winners for each position. Ties shall be resolved by means of fair random processes.
8. Terms of Office: **With the exception of Vice President-President-Immediate Past President, the terms of office for all elected positions shall be two years. The individual elected Vice President shall serve as Vice President for one year, as President for one year and as**

Immediate Past President for one year. The election for each open position shall take place in the Fall at the end of the term of the previous holder of the position. All terms of office shall begin on the first day of January following the election.

9. All Society Board members shall remain members of both INFORMS and the Society during their term of office.

Article IX – Responsibilities to INFORMS

1. The Society shall operate in accordance with the Constitution and Bylaws of INFORMS. Each year, normally after the annual INFORMS meeting, a Society annual activity report will be submitted to INFORMS setting forth the significant accomplishments and activities of The Society during the previous year and outlining a rationale for the budget projections for the following year. Additional reports shall be submitted to INFORMS upon request by INFORMS.
2. In the event of dissolution of The Society, its assets shall become the property of INFORMS.

Article X – Dues

Dues may be assessed on all members by The Society Board. Dues may be assessed on the members of a SIG by the Officers of the SIG, provided that such dues are collected by the INFORMS head office.

Article XI – Amendments

1. Proposed amendments to these bylaws may be initiated either by action of The Society Board or by a petition to the Chair signed by 25 members of The Society. The Society Secretary/Treasurer shall distribute copies of the proposed change to all members of The Society by electronic or letter mail not less than three weeks before the annual membership meeting. An open discussion of the proposed amendment to the Bylaws shall be carried out at the following membership meeting of The Society.
2. Not more than two months after the discussion of the proposed amendment, the Society Secretary/Treasurer shall distribute to all members copies of the proposed amendment along with ballot forms issued by one of the following media: a) letter mail ballot; b) electronic mail ballot; c) web-based ballot d) a combination of letter mail and electronic mail or web-based ballot.
3. The adoption of the proposed amendment shall require an affirmative vote by at least two-thirds of the members' votes cast. The result of the balloting shall be announced to the membership by the Society Secretary/Treasurer.
4. If approved by The Society membership, the proposed amendment to the Bylaws shall become effective upon approval by the INFORMS Board or its delegate.

Article XII – Policies and Procedures

The Society shall maintain a written Policies and Procedures Manual governing the administration of the prizes and any other services that The Society Board determines is in the best interest of The Society. Proposals to make major changes to the Policies and Procedures Manual must first be posted on the Society web site, with an announcement sent via email to the Society members inviting comments to be sent to a designated individual who will compile and present the comments to the Society Board. A Society Board vote on proposed changes may not take place until the proposed changes have been posted on the web site for at least four weeks,

and the Society Board has had a chance to review all the comments. By a two-thirds majority vote, the Society Board may make small changes, including modifications in response to comments by the membership, without prior membership notification, review and comment.

Article XIII – Rules of Order

Robert's Rules of Order shall govern membership meetings, in all cases to which they are applicable and in which they are not inconsistent with the Bylaws.