

## **Constitution for the INFORMS REVENUE MANAGEMENT AND PRICING Section**

### ***Article 1 - Name***

This organization shall be named the INFORMS REVENUE MANAGEMENT AND PRICING Section of the Institute for Operations Research and the Management Sciences.

### ***Article 2 - Purposes***

The purposes of this Section shall be as follows:

1. **T**o advance the development and application of Operations Research methods, techniques and tools as they apply to the emerging field of REVENUE MANAGEMENT AND PRICING;
2. **T**o promote the development and application of REVENUE MANAGEMENT AND PRICING in new industries;
3. **T**o encourage the exchange of information among practitioners, users, and researchers in the area of REVENUE MANAGEMENT AND PRICING;
4. **T**o promote high professional standards in the application of REVENUE MANAGEMENT AND PRICING.

### ***Article 3 - Membership***

Any member of the Institute may become a Section Member by paying the Section dues. Non-members of the Institute may become Section members by paying the special fee for non-members of the Institute. All members of the Section shall have equal rights and privileges except that only Institute members may hold Section offices.

### ***Article 4 - Officers***

1. The officers of the Section shall be a Chair, Vice Chair/Chair Elect, and a Secretary/Treasurer.
2. The Chair shall be the chief administrative officer of the Section and shall be responsible for the development and execution of the Section's program. He/she shall (a) call and organize meetings of the Section, (b) appoint ad hoc committees as required, (c) appoint chairs and

members of standing committees, (d) manage the affairs of the Section between meetings, and (e) preside at Section Board meetings and Section membership meetings.

The Chair shall make the following appointments during his/her tenure:

- Webmaster, responsible for maintaining and updating the Section web site.
- Newsletter editor, responsible for sending out a quarterly Section newsletter.
- Listserv master, responsible for managing any information going out via the Section listserv.

3. The Vice Chair/Chair Elect shall be the principal assistant administrative officer of the Section and shall act as Chair in the absence of the Chair. He/she shall have such other duties as the Chair or the Board shall assign to him/her and normally will chair a planning committee to develop the Section's program and required budget for the coming year. He/she shall become the Chair of the Section for the year after his/her term of office as Vice Chair/Chair Elect.

4. The Secretary/Treasurer shall conduct the correspondence of the Section, keep the minutes and records of the Section, maintain contact with the Institute, receive reports of activities from those Section Committees that may be established, conduct the annual election of officers and Board members for the Section, make arrangements for the regular meetings of the Board and the membership meetings of the Section, be responsible for the administration and disbursement of the Section funds as directed by the Section Board, prepare and distribute reports of the financial condition of the Section, help prepare the annual budget of the Section for submission to the Institute, make arrangements for the orderly transfer of all the Section's records to the Secretary/Treasurer succeeding him/her, and perform other duties usual to the office of an organization's Secretary/Treasurer.

5. Any Section member accepting nomination for elective office in the Section is understood to have agreed to perform the duties of that office if elected, and in particular to have agreed to attend the annual Section meeting and the INFORMS annual meeting during his/her tenure, except as his/her attendance is prevented by unusual circumstances. If a Section elected official must miss a meeting or be temporarily unable to carry out his/her responsibilities, he/she shall advise the Chair and shall make other arrangements for the discharge of his/her responsibilities. If a Section elected official should fail during his/her tenure to attend regular Section meetings and to carry out the responsibilities of the office, he/she can be removed from office upon the initiative of two-thirds vote of the Section Board.

#### ***Article 5 - Board***

1. The Board shall be the governing body of the Section and shall guide the officers in the administration of the Section's business. The Board shall consist of the elected officers indicated in Article 4, the most recent past Chair, and two Board members serving staggered terms and representing to the extent practicable the varied interests of the Section members.

2. The Board may add up to five nonvoting members to the Board. The purpose of this provision is to allow representation on the Board of individuals engaged in important Section activities such as editors of the section's website, associate editors of INFORMS journals, editors of Section journals, representatives from allied societies, and representatives from the Institute newsletter.

3. Section Board meetings shall be held at least twice each year, normally during the meetings outlined in Article 4, Paragraph 5. Their purpose is to develop and implement service programs and to provide policy guidance for the Section officers. Special meetings can be called by the Secretary/Treasurer at the request of the Chair. Special meetings will be held within forty days of the receipt of the request and Board members will be notified by the Secretary/Treasurer of the date and place of the meeting at least two weeks prior to the meeting. All Section Board meetings shall be open to Section members.

4. A majority of the voting Board members shall constitute a quorum. In special circumstances a mail ballot can be used to vote on a Board action. In this case a majority of the voting members of the Board must vote in order for the election to be valid.

5. Board vacancies that occur between elections shall be filled as follows: a vacancy in the office of Chair shall be filled by the Vice Chair and upon the completion of this term he/she shall continue as Chair so as to complete the term for which he/she was elected; a vacancy in the office of Secretary/Treasurer shall be filled on an acting basis by a majority vote of the Board; other vacancies shall remain until the next Section election. All officials elected by the Board shall serve only until the next annual Section election.

#### ***Article 6 - Election and Tenure of Section Officials***

1. All elected officers and Board members shall be elected in accordance with the process operating concurrently with that of the Institute's election process. By this process the Section shall annually elect a Vice Chair to serve a term of one year; one Board member to serve terms of two years; and other officials as may be required by vacancies that have occurred since the previous election. A Secretary/Treasurer also shall be elected to serve a one year term.
2. The Chair automatically becomes a member of the Board in the year following his/her term.
3. The Vice Chair/Chair Elect shall succeed to the position of Chair at the completion of his/her term.
4. No officer or Board member, other than the Secretary/Treasurer, who has served a full term shall be eligible for immediate election to the same office. A Secretary/Treasurer may be re-nominated to the same office twice following his or her first election to that office.
5. The Chair shall appoint a Nominating Committee at least six months before the INFORMS annual meeting. The Nominating Committee, composed of a chair and at least one additional Section member, shall prepare a slate consisting of at least two nominees for each office to

be filled. At least three months before the INFORMS annual meeting, the Nominating Committee will submit its nominations to the Secretary/Treasurer who will report these nominations to the Section membership at that time. Additional nominations for any office may be made by a petition signed by at least six Section members. Such petitions must reach the Secretary/Treasurer at least two months before the INFORMS annual meeting.

6. Nominees for the positions of elected officers must be Section members and INFORMS members. Nominees for Board members must be Section members and INFORMS members.
7. At least one month before the INFORMS Annual meeting the Secretary/Treasurer shall forward official ballots to the Section membership. Nominees for office shall be listed alphabetically on the ballot (and so noted) with no indication as to those nominated by the Nominating Committee and those nominated by petition. Ballots must be returned to the official designated by the Secretary/Treasurer, normally, an individual at the INFORMS main office, at least one week prior to the INFORMS annual meeting.
8. The winning candidate for each position shall be the candidate receiving the largest number of votes. In the event of a tie vote for any position, the members present at the Section business meeting at the INFORMS annual meeting shall choose between the tied candidates by written ballot. Winning candidates shall assume their office at the conclusion of the business meeting.

#### ***Article 7 - Section Committees***

The Section Chair with the approval of the Section Board shall establish committees as required and shall appoint qualified chairs to head these committees. In all cases the terms of the chairs and the committee memberships shall cease upon completion of the term of the Chair who appointed them.

#### ***Article 8 - Responsibility to the Institute***

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

#### ***Article 9 - Amendments***

1. Proposed amendments to this constitution may be initiated either by action of the Section Board or by a petition to the Chair signed by 5% of the membership or 15 members of the Section, whichever is smaller. The Secretary/Treasurer shall distribute copies of the proposed change to all members of the Section not less than two weeks before the INFORMS annual

meeting. An open discussion of the proposed amendment to the Constitution shall be carried out at the Section business meeting at the INFORMS annual meeting.

2. Not more than two months after the discussion of the proposed amendment the Secretary/Treasurer shall distribute by e-mail to all members copies of the proposed amendment along with ballot forms. E-mail ballots are returned through e-mail to the Secretary/Treasurer. No ballot shall be counted unless marked by a Section member to clearly indicate his/her choice.

3. The adoption of the proposed amendment shall require an affirmative vote by at least two-thirds of the members voting, as tallied by tellers appointed by the chair. The tellers shall report the tally to the Chair within one week of the date specified for receipt of the ballots. The result of the balloting shall be announced to the membership by the Secretary/Treasurer.

4. If approved by the Section membership, the proposed amendment to the Constitution shall become effective upon approval by the Institute.

### ***Article 10 - Meetings***

1. The semi-annual membership meetings of the Section shall be held when practical at the time and place of the annual Section meeting and the INFORMS annual meeting, with the schedule and site to be arranged by the Chair and Secretary/Treasurer of the Section. The quorum for action at the membership meetings shall be 5% of the membership or 15 members of the Section, whichever is smaller.

2. Board meetings of the Section may be held whenever a quorum can be assembled. Two Board meetings a year, normally at the annual Section meeting and the INFORMS annual meeting, shall be considered a minimum requirement.

3. The Section officers shall meet on call of the Chair.

4. Robert's Rules of Order shall, at the option of the Board, govern all Board and Section membership meetings except in those cases where they are inconsistent with this Constitution.