

Constitution and Bylaws
Transportation Geography Specialty Group
American Association of Geographers

I. Name and Purpose

The name of this organization will be the Transportation Geography Specialty Group of the American Association of Geographers (hereafter TGSG and AAG). Transport Geography Specialty Group may also be used interchangeably as a name in consideration of regional differences in the terms used in the field. The mission of the TGSG is to encourage and facilitate interactions among individuals who are interested in research, practice, and education of transportation-related topics.

II. Membership

TGSG membership is open to all AAG members in good standing. TGSG membership is on an annual basis concurrent with AAG membership, and AAG members have the option to join the TGSG when they join or renew their membership in the AAG. Membership requires the payment of annual dues, which will be set by the Board of Directors annually. Graduate and undergraduate student members will pay membership dues at a lower rate than non-student members.

III. Board of Directors

The TGSG is administered by a Board of Directors (hereafter referred to as the Board) consisting of the following officers: a Chair, a Vice Chair, and six Board members elected at large. Two of the Board members will be graduate student representatives.

One member of the Board will also serve as a Communications Officer, and one student member of the Board will assist with communications. If not an elected member of the Board, the Communications Officer will be an ex-officio, non-voting member of the Board as the Board sees fit. No Board member may hold more than one elected position at any given time.

IV. Duties of Board Members

All: organize sessions, encourage and solicit participation, post announcements to the AAG Knowledge Community and social media, etc and participate in TGSG Board meetings and discussions.

Chair: The Chair will be responsible for coordinating the Fleming Lecture and Reception, and the Business Meeting for each annual meeting of the AAG. They will liaise with the Journal of Transport Geography (JTG) Editor in Chief to produce a report to the TGSG at the Business meeting, as well as a report of the TGSG to the JTG. They will also coordinate the solicitations of the annual awards, attend ~~the all~~ AAG Chairs meetings and report ~~it back~~ to the ~~Group~~ TGSG Board, break ties in awards voting, and assist in the administration of budgeting as well as the posting of sessions, job announcements, and other TGSG-related information etc to the AAG Knowledge Community and social media. They will coordinate with the Vice-Chair in soliciting nominations for upcoming board elections, constructing the online ballot for the board elections in advance of the annual meeting, and in communicating with election winners in advance of the annual meeting.

Commented [SK1]: Recommend formalizing this instead of the previous "etc.". That said, if there is a reason we have had the "etc." designations here, please let me know.

Commented [SK2]: New language to reflect online election process

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Vice Chair: The Vice-Chair will serve as Treasurer of TGSG, and will be responsible for taking minutes of the annual business meeting of the TGSG. They will also assist in soliciting nominations for board positions, constructing the online ballot for the board elections in advance of the AAG meeting, and counting votes for elections at the annual business meeting. The Vice-Chair will, and also be responsible for reviewing submissions for the annual awards. They will also assist in the posting of sessions, job announcements, ~~eteand other TGSG-related information-~~ to the AAG Knowledge Community and social media. Upon completion of their two-year term, the Vice-Chair will become the Chair of the TGSG for the subsequent two-year term.

Commented [SK3]: If we agree on this - or a version of this - we'll replicate in the bylaws where it says "etc." for the Board Members description too

Board Members (non-student): Board members will primarily be responsible for reviewing submissions of the annual awards, organizing sessions at the annual meeting from floating, unassigned abstracts of transportation papers and sponsoring those sessions, and working with the students and Communications Officer on the visual and media presence of the group. They will also assist in the posting of sessions, job announcements, ~~eteand other TGSG-related information-~~ to the AAG Knowledge Community as-neededand social media.

Board Members (Student): Student board members will be responsible for engaging with the non-student Board members on the activities of the group. The senior 2-year term student will be responsible for leading efforts on outreach and social media to promote and disseminate the activities of the group and of transportation geography research, where the junior, 1-year term student will assist.

Communications Officer: The Communications Officer will be responsible for leading communication efforts of TGSG activities, including working with the other Board members and students on social media communication. They will also be responsible for maintaining the TGSG website, storing information and updating it with the activities of the group, and assist in the posting of sessions, job announcements, and other TGSG-related informationete- to the AAG Knowledge Community as-neededand social media.

V. Board Member Terms and Elections

The Chair, Vice-Chair, and non-student Board members will all serve two-year terms. In odd numbered years, the Vice-Chair and two non-student Board members will be up for election; in even numbered years, the other two non-student Board members, will be up for election.

One student board member will serve a two-year term, to be elected in odd numbered years, and is intended to be held by a relatively senior student (i.e., PhD student), who will also assist the Communications Officer with Board and disciplinary communications. The other student board member will serve a one-year term, and is intended to be a more junior student (i.e., Masters student or soon-to-graduate undergraduate).

Board members may run for re-election after their term is complete, and there are no term limits. Board member elections will occur online and be completed in advance of the upcoming

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annual meeting. Nominations for any upcoming open Board positions will be advertised in advance of the annual meeting and once announced, the nomination period will remain open for a period of three weeks. Any TGSG member may nominate any other member of the TGSG to serve in any of these positions, and a nomination will be considered complete upon receipt of an email to the current TGSG Chair by end of the nomination period that includes a name of the nominee and the position for which they are nominated. An optional short written statement (no more than 200 words) can be included in the online ballot, describing why the nominee would like to and should serve on the TGSG Board. Self-nominations will also be accepted. No campaigning will be permitted on the AAG Knowledge Community or through social media, and no funds should be used to campaign.

After the end of the nomination period, elections will be subsequently held online using a ballot accessible through the AAG that will be distributed to everyone in the TGSG community. The ballot will be made available for voting over a period of two weeks.

A majority of votes cast shall be required before any candidate can be declared elected for any position. A second and subsequent vote shall be taken, if necessary, to obtain a majority. Elections shall continue until a majority vote is accomplished.

Winners will be contacted prior to the annual meeting and new board members for the upcoming term will be introduced at the TGSG Business Meeting at the annual AAG meeting. ~~have historically been done at the TGSG Business during the annual AAG conference.~~

Commented [SK4]: This has been revised again to include input and suggestions from you all, along with examples from other specialty groups that are likewise moving elections online

VI. Awards

Each year at the annual meeting, the TGSG will hold the following award competitions. Anyone including Board members, the Chair, and Vice-Chair may self-nominate, but must recuse themselves from voting for themselves or for a nominee they have a close relationship with (advisor, advisee, etc.).

Master's Thesis Award: Each year, the Board will offer an award (currently \$250) recognizing outstanding Masters theses in transportation geography. This will include a single award winner, and there may also be Honorable Mentions as determined by the Board each year. There will be a prize and a plaque awarded at the next TGSG Business Meeting, and awardees will be posted on the website.

PhD Dissertation Award: ~~(purpose, winners, honorable mention)~~ Each year, the Board will offer an award (currently \$250) recognizing outstanding Doctoral dissertations in transportation geography. This will include a single award winner, and there may also be Honorable Mentions as determined by the Board each year. There will be a prize and a plaque awarded at the next TGSG Business Meeting, and awardees will be posted on the website.

Commented [SK5]: Not sure we should keep this from previously approved bylaws

Commented [SK6]: We can formalize the change we have made for the past two meetings!

Student Travel Awards: Each year, the Board will offer student travel awards to two (Master or PhD) students (currently \$250/400/each) who will travel to present their paper at the AAG annual meeting. In order to be eligible for these travel awards, students need to be a member of the TGSG, and the presented paper should cover a transportation topic that is relevant

Commented [SK7]: As written, the travel award doesn't necessarily require travel to the conference, so virtual participants could technically apply. We decided as a board at in previous cases to prioritize the travel award for those traveling to the annual meeting. If we agree that should be our policy, I recommend we specify that here.

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to the TGSG community. Abstracts and CVs are requested in PDF format and to be sent to the Chair. The Chair will then disseminate to the Vice-Chair and non-student members of the Board, who will conduct voting based on the quality of the abstract using the award template. In the event of a tie, the Chair will vote on the abstracts to break the tie.

Ullman Award: The Edward L. Ullman Award has been offered by the Transportation Geography Specialty Group of the Association of American Geographers since 1990 for outstanding contributions to the field of transportation geography and who is or have been actively involved in TGSG and the AAG. It commemorates the career of Edward Louis Ullman (1912 – 1976), who was a highly influential transportation geographer who spent most of his academic career at the University of Washington and was well known for his contributions to spatial interaction, railroad networks, freight flows, and other topics. The winner will receive a plaque and be recognized at the AAG awards luncheon. By custom, the winner of this award is invited to give the Fleming Lecture in Transportation Geography at the following year's AAG meeting. Award nominations should include a letter discussing the nominee's exceptional contributions to the field of transport geography, along with a copy of the nominee's CV, in PDF format to the Chair.

The terms, conditions, and guidelines for each award will be revised each year and posted on the TGSG website no less than 9 months prior to the award submission deadline. Monetary awards will be determined each year depending on the TGSG budget. The Board reserves the right not to make an award or to offer more than one award in any given category. A comprehensive list of past awardees will be maintained on the TGSG website.

VII. Conference Activities

Each year, the Chair of the TGSG will organize the Fleming Lecture, where the winner of the Ullman Award will present a paper of their choosing related to the state of the art of the field, and a discussant will present comments on that paper. The discussant may be chosen by the Board with the input or suggestion of the Ullman Award winner. The Chair of the TGSG will also organize a reception/happy hour afterward (pending availability in the budget), as well as the Business meeting for the group. All TGSG members are encouraged to organize sessions for the group to sponsor, and TGSG Board members are encouraged to organize unassigned abstracts into sessions for the group to sponsor. Additionally, all TGSG members are encouraged to consider organizing local field trips and/or special panels for each annual meeting.

VIII. Ratification and Amendment of Bylaws

These by-laws will take effect immediately after either a) two-thirds approval by members present at the TGSG annual business meeting, or b) two-thirds approval via electronic voting. Amendment of these by-laws may be formally proposed by any member of the Board or by a petition of at least 25 members. reviewed at the pleasure of the Board.

Proposed 1 November 2021; approved 27 February 2022.