London Mathematical Society
International Affairs Committee
Terms of Reference

1.   Constitution and Purpose

1.1   This is a Committee of Council.

1.2   This Committee will serve as the UK 'Committee for Mathematics' as required by Statute 5 of the International Mathematical Union.

1.3   This Committee shall provide advice to Council on the Society's relationships with international bodies, including in particular matters relating to the Society's adherence to the IMU.

2.   Roles and responsibilities

2.1   The International Affairs Committee will have the following roles and responsibilities.

2.2   The Committee shall provide advice to Council on the Society's relationships with:

   i)   the International Mathematical Union;
   ii)   the European Mathematical Society;
   iii)   the International Council for Industrial and Applied Mathematics; and
   iv)   other international bodies as appropriate.

2.3   The Committee shall undertake relevant activities as follows:

   i)   serving as the UK 'Committee for Mathematics' as required by the International Mathematical Union; and
   ii)   ensuring that appropriate arrangements are made to assist UK delegates attending the International Congress of Mathematicians, the International Congress on Mathematical Education, and the European Congress of Mathematics.

2.4   The Committee shall provide advice to Council on reciprocity agreements with other mathematical societies.

Budgets and Reporting

2.5   The Committee is responsible for:

   i)   keeping within any budget delegated to it by Council and spending it effectively;
   ii)   advising Council on budget forecasting and expenditure; and
   iii)   providing regular reports to Council.

3. Membership

3.1 The Committee shall consist of ten members, including the President and the Publications Secretary.

3.2 The President will chair the Committee.

3.3 Four Committee members, who will normally be members of the Society, shall be appointed by Council to serve a term of three years, renewable once.

3.4 One Committee member will be nominated by each of the following Societies: The Edinburgh Mathematical Society, The Royal Statistical Society, and The Institute of Mathematics and its Applications. If a nominee cannot attend a particular meeting of the Committee, the Society may send another representative on that occasion.

3.5 The National Representative of the International Commission on Mathematical Instruction will be a member of the Committee.

3.6 The Committee will have the right to invite non-members to attend for specific discussions. Such guests will not have voting rights.

4. Frequency and format of meetings

4.1 The Committee shall meet as required in execution of its duties under section 2 above, although not normally more than 3 times per year, usually in De Morgan House. The Chair may call urgent meetings on specific issues if required.

4.2 Participation in meetings via video-conferencing or telephone-conferencing is acceptable on occasion.

4.3 Each Committee Member shall be expected to take an active role in electronic discussions.

5. Attendance

5.1 If a member is absent without reasonable cause for two or more consecutive meetings the member will be considered to have resigned from the Committee.

5.2 The following LMS executive staff shall normally attend Committee meetings: Executive Secretary, Society Governance Officer.

5.3 The secretariat support for the Committee shall normally be provided by the Society Governance Officer.

Agreed by Council
19 October 2018