

**London Mathematical Society**  
**Education Sub-committee on Mathematics Teachers**  
**Terms of Reference**

**1. Constitution and Purpose**

- 1.1 This is a Sub-committee of Education Committee.
- 1.2 This Sub-committee shall formulate and implement the Society's response to the national shortage of suitably qualified mathematics teachers in the UK.

**2. Roles and responsibilities**

- 2.1 The Sub-committee will have the following roles and responsibilities.

Advice to Education Committee

- 2.2 The Sub-committee shall provide advice to Education Committee by:
  - i) developing a position statement from the Society to be used to inform government and national assemblies on teacher training in mathematics;
  - ii) ensuring that Education Committee is kept informed of matters relevant to the supply of suitably qualified mathematics teachers in the UK; and
  - iii) acting on behalf of Education Committee in such matters when authorized to do so.

Activities

- 2.3 The Sub-committee shall set up a national forum for HE mathematics departments on supporting students to consider teaching mathematics as a career, the aims of which will include:
  - i) developing a community of practitioners;
  - ii) engaging mathematics and related departments in HE;
  - iii) identifying and disseminating successful initiatives for recruitment into teaching;
  - iv) supporting colleagues to develop new activities and initiatives;
  - v) gathering opinion from undergraduate students in mathematics departments;
  - vi) monitoring recruitment data.

- 2.4 The Sub-committee shall develop a Code of Practice that HE mathematics departments can sign up to in order to demonstrate their commitment to encouraging students to consider teaching mathematics as a career.

Budgets and Reporting

- 2.5 The Sub-committee is responsible for:
  - i) keeping within any budget delegated to it by Council and spending it effectively;
  - ii) advising Education Committee on budget forecasting and expenditure; and

- iii) providing regular reports to Education Committee.

### **3. Membership**

- 3.1 The Sub-committee shall consist of 5 members, and shall include the Education Committee Chair. The remaining 4 Sub-committee members shall be appointed by Council.
- 3.2 The Sub-committee's Chair, who may not necessarily be the Education Committee Chair, shall be proposed to Council by the Education Committee.
- 3.3 Members of the Sub-committee will normally be members of the Society and shall each serve a term of office of no longer than 6 years in total (2 terms of 3 years).
- 3.4 The Sub-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 Sub-committee shall meet as required in execution of its duties under section 2 above, although not normally more than 4 times per year, following the schedule of Education Committee meetings.
- 4.2 Participation in meetings via video-conferencing or telephone-conferencing is acceptable on occasion.
- 4.3 Each Sub-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 three or more consecutive meetings the member will be considered to have resigned from the Sub-committee.
- 5.2 The secretariat support for the Sub-committee shall normally be provided by the Society and Research Officer.