

**London Mathematical Society**  
**Committee for Women and Diversity in Mathematics**  
**Terms of Reference**

**1. CONSTITUTION AND PURPOSE**

- 1.1 This is a Committee of Council.
- 1.2 The purpose of this Committee is to promote the objectives of the Society in as far as they concern gender and broader diversity practices.

**2. ROLES AND RESPONSIBILITIES**

- 2.1 The Committee shall provide advice to Council by:
  - i) monitoring the Society's activities by collecting and publishing statistical and qualitative data on women and broader diversity in mathematics, including but not restricted to Protected Characteristics under UK law;
  - ii) providing information on best practice related to issues of diversity and inclusivity in academia, such as making Society events accessible to a wide range of members, promoting the visibility of a diverse range of mathematicians, and ensuring all mathematicians have equal access to support for career progression;
  - iii) proposing a diversity and inclusion strategy to address gender and broader diversity issues identified in the data.
- 2.2 The Committee shall undertake relevant activities by:
  - i) providing information to the membership of the LMS on items relating to gender and broader diversity in Mathematics;
  - ii) organising the Mary Cartwright Lecture;
  - iii) supporting and developing workshops and events to promote diversity;
  - iv) investigating and implementing measures pertaining to the retention of women and members of other diversity groups in the mathematical community;
  - v) national and international liaison with organisations with similar priorities.
- 2.3 The Committee is responsible for:
  - i) monitoring the expenditure of any budgets delegated to it by Council;
  - ii) advising Council on budget forecasting and expenditure; and
  - iii) providing regular reports to Council.

**3. MEMBERSHIP**

- 3.1 The Committee shall consist of 14 members.
- 3.2 One Vice-President of the Society shall be a member of the Committee.
- 3.3 The Committee shall have two co-Chairs. One of these shall be appointed by the Council from among the Committee members; the other shall be a Vice President of the Society. In

the absence of both co-Chairs the remaining Committee members may appoint an Acting Chair for that meeting from among their members.

- 3.4 All Committee members shall be appointed by Council.
- 3.5 One member of the Committee shall be appointed as a representative of the Edinburgh Mathematical Society; one shall be appointed as a representative of the European Women in Mathematics; one shall be appointed as a representative of the Institute of Mathematics and its Applications; one shall be appointed as a representative of the Operational Research Society; one shall be appointed as a representative of the Royal Statistical Society.
- 3.6 The remaining Committee members will normally be members of the Society.
- 3.7 Each Committee Member shall each serve a term of office of no longer than 6 years in total (2 terms of 3 years).
- 3.8 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 2 times per year, usually in De Morgan House. A Co-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 three or more consecutive meetings the member will be considered to have resigned from the Committee.
- 5.2 The following LMS staff shall normally attend Committee meetings: Society Communications Officer.
- 5.3 The secretarial support for the Committee shall normally be provided by the Society Communications Officer.