

**London Mathematical Society
Early Career Research Committee
Terms of Reference**

1. Constitution and Purpose

- 1.1 This is a Committee of Council.
- 1.2 This Committee shall have the authority to implement the Society's programme of support for early career researchers in the UK mathematical sciences, and to propose new initiatives in this area.
- 1.3 This Committee shall provide strategic advice to Council on matters relevant to early career researchers.

2. Roles and responsibilities

- 2.1 The Early Career Research Committee will have the following roles and responsibilities.

Advice to Council

- 2.2 The Committee shall provide advice to Council on early career research by:
 - i) reviewing and developing the Society's policies and activities relating to early career research and researchers; and
 - ii) ensuring that Council is kept informed of matters relevant to early career research.

Activities

- 2.3 The Committee shall undertake relevant activities for early career research by:
 - i) implementing activities (listed in the appendix), including grants and training schemes, in support of early career research and researchers; and
 - ii) liaising with any relevant bodies on related matters.

Budgets and Reporting

- 2.4 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 10 members. In the event that none of the current Committee members also sit on Council, the Committee shall ask the General Secretary to seek at least one volunteer from amongst the Council members to serve on this Committee so that the link with Council is maintained.

- 3.2 The Chair shall be appointed by Council from among the Committee members. In the absence of the Chair the remaining Committee members may appoint an Acting Chair for that meeting from among their members.
- 3.3 Normally of the Committee members at least two shall be early career researchers.
- 3.4 All Committee members shall be appointed by Council.
- 3.5 The Committee members 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).
- 3.6 The Committee will have the right to invite non-members to attend for specific discussions. Such guests will not have voting rights.
- 3.7 To avoid conflicts of interest, Committee members will not be able to apply for grants, which are offered by the Early Career Research Committee, while they serve on the Committee. Should a Committee member already hold a grant, which is offered by the Early Career Research Committee, before they start their term of service, the Committee member is permitted to continue to hold the grant if the conditions of the grant make it impractical for them to ask a colleague to act as grant holder, subject to agreement with the Committee Chair.

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 4 times per year. Three of these meetings will normally be held remotely but one meeting may be held in-person every year. The Chair may call urgent meetings on specific issues if required.
- 4.2 Participation at in-person meetings via video-conferencing or telephone-conferencing is acceptable.
- 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 Some of members of the LMS Executive staff will normally be in attendance at Committee meetings.
- 5.3 The secretariat support for the Committee shall normally be provided by the LMS Executive staff.

*Agreed by Council
17 November 2023*