

London Mathematical Society

Research Policy 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 monitor the research policy landscape, and to represent and propose developments in the Society's policies in this area.
- 1.3 This Committee shall provide strategic advice to Council on matters relevant to research policy.

2. Roles and responsibilities

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

Advice to Council

- 2.2 The Committee shall provide advice to Council on research policy by:
 - i) proposing developments in the Society's policies relating to mathematics research;
 - ii) monitoring developments affecting the health of mathematics research; and
 - iii) ensuring that Council is kept informed of matters relevant to research policy.

Activities

- 2.3 The Committee shall undertake relevant activities for research policy by:
 - i) implementing activities and making submissions to inform and influence public policy in respect of mathematics research; and
 - ii) working with the Council for Mathematical Sciences (CMS) and other 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.
- 3.2 The Chair shall be a Vice-President of the Society chosen by Council. In the absence of the Chair the remaining Committee members may appoint an Acting Chair for that meeting from among their members.

- 3.3 All Committee members shall be appointed by Council.
- 3.4 One member of the Committee shall be appointed as a representative of the Heads of Departments of Mathematics (HoDoMs).
- 3.5 The remaining 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.

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. 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 three 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, Head of Society Business, Society Business Officer. Other staff may attend by request or by invitation for specific discussions.
- 5.3 The secretariat support for the Committee shall normally be provided by the Society Business Officer.

Agreed by Council
31 January 2020