

Centre Management Board Terms of Reference (**DRAFT**)

In the Original proposal for the Centre we stated:

A Centre Management Board (CMB) will have responsibility for budget, oversight, policy and strategy of MatRIC. The Board will be chaired by a Vice-Rector (assistant vice-chancellor, or substitute) with members representing teachers and students from mathematics and user subjects and external members from other universities and employers. MatRIC's leader will be a member of CMB.

Further, in the 'Additional Information' required by the evaluation panel we included the following text:

The Centre Management Board (CMB) will be led by a Vice Rector of the University of Agder. Other members will include: Centre Leader, Dean of UiA Faculty of Engineering and Science, UiA teachers of Mathematics and user subjects, Student representatives, External members (Norwegian University of Science and Technology, Norwegian University of the Life Sciences). CMB will be responsible for monitoring, policy, direction, reporting to NOKUT.

I suggest that we establish at first a 'slim-line' CMB and then allow CMB, with advice from IAB to decide how it might be 'grown'.

In the slim-line version the Board will comprise:

Chair: Vice Rector (Education, study quality and learning environment).

Members:

Dean Faculty of Engineering and Science

Head of Department Mathematical Sciences

Leader of MatRIC

Lectures: 3 – mathematicians from Grimstad and Kristiansand, and mathematics education scholar.

Students: 2 – one from Kristiansand, one from Grimstad

External members: NTNU (Frode Rønning) & UMB (Margrethe Naalsund).

Tasks/responsibilities (suggested – needs thorough discussion!)

- To provide oversight of the Centre
- Receive regular reports of Centre's activities from Centre Leader
- To decide Centre policy and priorities and advise on strategy
- To ensure implementation of sound quality management procedures throughout the Centre's activities.
- To support Centre leadership in the appointment of people to Centre's positions and tasks.
- To ensure proper use and disbursement of the Centre's budget.
- To decide about priorities when demands for Centre's resources exceeds the resource available.
- To report to the University Board, and to NOKUT about the Centre.