

CHARGES to Standing Committees of AMTE

Affiliate Connections Committee

Task: With the assistance of the Affiliate Director, promotes the development of, provides support to, and facilitates communication among AMTE affiliate groups.

The Affiliate Connections Committee is charged to promote the mission and goals of AMTE by:

- Communicating with current state and regional AMTE affiliate organizations, sharing information and seeking input on initiatives of mutual benefit.
- Providing information and assistance to AMTE members interested in establishing new regional or state AMTE affiliates.
- Facilitating member list exchange for mutual recruitment purposes.
- Advising the AMTE Board on strategies to maximize the potential of affiliate connections, both between AMTE and its affiliate organizations and between AMTE and organizations to which it is or may want to affiliate.
- Preparing an annual report for the AMTE Board of Directors.

Awards Committee

Task: Solicits nominations and selects AMTE members for awards recognizing outstanding teaching, research, and service in mathematics teacher education.

The Awards Committee is charged to promote the mission and goals of AMTE by:

- Overseeing the awards program of AMTE, including reviewing current established awards and proposing new awards, as appropriate, to the Board.
- Establishing the process and criteria for selecting AMTE awardees.
- Administering the process of selection of AMTE award recipients (e.g., Outstanding Performance Awards in Teaching, Research and Service, Early Career Award, Judith Jacobs Lecturer).
- Providing information to the AMTE Executive Director so that he/she can maintain files of the nomination and selection process as well as a history of past nominees and awardees.
- Preparing an annual report for the AMTE Board of Directors.

Constitution and By-laws Committee

Task: Revisits the constitution and by-laws making suggestions and changes as needed.

The Constitution and By-laws Committee is charged to promote the mission and goals of AMTE by:

- Reviewing the constitution and bylaws making suggestions and changes at the request and under the direction of the AMTE Board. The AMTE Board may initiate this examination at the request of a member of the Board, a member of the Constitution and By-laws Committee, or any member of the Association.
- Reviewing the Constitution and By-laws to confirm that current practices of AMTE conform.
- Preparing an annual report for the AMTE Board of Directors.

Membership Committee

Task: Works on issues associated with AMTE membership, including benefits of membership and increasing the number of members (e.g., attract members from our affiliate organizations).

The Membership Committee is charged to promote the mission and goals of AMTE by:

- Reviewing current member benefits and making recommendations to the Board for changes/additions to strengthen services provided to members.
- Seeking information from current members regarding information and services they seek from AMTE.
- Developing and overseeing membership recruitment initiatives.
- Reviewing and recommending revisions to the AMTE membership recruitment materials (print and online).
- Reviewing the needs of subgroups of AMTE (e.g., graduate students, community college members) and making recommendations for enhancements/services to support these groups.
- Preparing an annual report for the AMTE Board of Directors.

Mentoring Committee

Task: seeks ways to mentor new faculty and doctoral students in teaching, scholarship, and professional responsibilities while networking with other mathematics teacher educators.

The Mentoring Committee is charged to promote the mission and goals of AMTE by:

- Developing and overseeing strategies for supporting new members of the mathematics teacher education community.
- Advise the Board on ways to engage new mathematics teacher educators and advanced doctoral students in the work of AMTE.
- Arranging activities at the AMTE Annual Conference designed specifically for new mathematics teacher educators and/or advanced doctoral students in mathematics education.
- Interacting with the AMTE-sponsored Project NExT Fellow and advising the Board on matters related to Project NExT sponsorship.
- Preparing an annual report for the AMTE Board of Directors.

Nominations and Elections Committee

Task: Solicits nominations and compiles a slate of nominees; prepares the content for the ballot

The Nominations and Elections Committee is charged to promote the mission and goals of AMTE by:

- Nominating a pool of high quality candidates, all of whom have agreed to run for office, for each open office or Board position and presenting the slate of candidates to the President and Executive Director.
- Seeking, to the extent possible, diversity across the leadership of AMTE with regard to gender, geographic representation, race and ethnicity.
- Seeking input from the membership as well as Presidents of the AMTE affiliate groups regarding nominations for open leadership positions.
- Supporting all aspects of the election process including soliciting candidate biographies, notifying candidates and their supervisors that they will be placed on the slate of candidates, and ensuring that the voting process adheres to the Constitution and By-laws of AMTE.
- Reviewing and evaluating the nomination and election process, making recommendations to the Board as needed.
- Preparing an annual report for the AMTE Board of Directors.

Technology in Mathematics Teacher Education Committee

Task: Recommends strategies, policies and activities related to increasing awareness and improving integration of technology in mathematics teacher education.

The Technology in Mathematics Teacher Education Committee is charged to promote the mission and goals of AMTE by:

- Gathering information and making recommendations on issues related to integrating technology into mathematics teacher education.
- Recommending and contributing to the development/organization of information and materials related to technology and mathematics teacher education on the AMTE website.
- Proposing and organizing, as appropriate, conference events (e.g., pre-session, session or strand) related to technology in mathematics teacher education.
- Supporting the technology strand of the AMTE annual conference by encouraging session proposals and contributing to the review of technology-related session proposals, as needed.
- Overseeing the AMTE-NTLI Award process and identifying the annual fellow.
- Preparing an annual report for the AMTE Board of Directors.

Research on Mathematics Teacher Education Advisory Committee

Task: Advises the AMTE Board on matters pertaining to research in mathematics teacher education.

The Research Committee is charged to promote the mission and goals of AMTE by:

- Preparing an annual “Research Commentary” for the Board that is published in the AMTE Newsletter and/or other appropriate outlet (e.g., JRME or JMTE) discussing the current state of research in mathematics teacher education, priorities for new work in the field, or other relevant information regarding the nature and status of research related to mathematics teacher education (note: topic of commentary is likely to change each year).
- Recommend ways to make research more visible in the AMTE communications outlets, such as the website and the newsletter.
- Work with other AMTE committees and relevant components of the association to ensure that research is considered, encouraged, and supported.
- Recommend and initiate methods to inform AMTE members of research projects, key findings, funding opportunities, methodological tools, and related resources to support the research enterprise.
- Supporting the research strand of the AMTE annual conference by encouraging session proposals and contributing to the review of research-related session proposals, as needed.

- Communicate annually with the NCTM Research Committee, encouraging attention to topics and/or sessions at the 2010 NCTM Research Presession focusing on mathematics teacher education.
- Recommend topics for an annual issue (JMTE special issue or AMTE monograph) focused on mathematics teacher education research.
- Assist the AMTE Board to establish and maintain strong connections with American Educational Research Association Division K, American Association of Colleges of Teacher Education, Organizations within the Conference Board of Mathematical Sciences (CBMS) and the National Staff Development Council to build bridges to the broader community concerned with research on preservice and inservice teacher education.