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13th International Congress on
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Invitation to serve as Co-chair for a TSG at ICME-13

Dear Professor Rosa,

I am writing to you on behalf of the International Programme Committee (IPC) for ICME-13, to be held in Hamburg 24-31 July 2016, in my capacity as convenor of ICME-13, in order to invite you to assume a major role in the scientific programme of the Congress.

I do not know to what extent you have had an opportunity to become acquainted with the scientific programme of the Congress (for first information see www.icme13.org). One of the crucial programme components is the so-called Topic Study Groups (TSGs), of which there are 54, each representing a different topic. As the name suggests, a Topic Study Group is designed to gather a group of Congress participants who are interested in a particular topic in mathematics education. The word "study" suggests that the activities of the groups will include presentations and discussions of important new trends and developments in research or practice related to the topic under consideration. Each TSG is to be organised with the purpose of providing both an overview of the current state-of-the-art in the topic, and expositions of outstanding recent contributions to it, as seen from international perspectives. By their very nature, some of the topics are focussed more on research than on practice. For others the opposite is the case, whereas several topics have a fairly equal balance of the two foci.

The activities within each TSG will be organised by an Organising Team, of which two are co-chairs and three are Team Members. I am writing to invite you to be **one of the two Co-chairs** of **TSG 34: Role of ethnomathematics in mathematics education**. The other Co-Chair, whom we are inviting at the same time, is **Prof. Lawrence Shirley** (USA). Two of the Team Members will be invited in accordance with your proposals and ideas, however the IPC has developed proposals for possible team members, whom you might consider, but of course you may develop your own proposals for team members. It is important, that you will assemble a team of highly engaged and interested researchers. The proposals are: Anne Fynd (Norway) and Roger Miarka (Brazil).

We will decide jointly, whom to invite. The third Team Member will come from the German speaking community and will be especially responsible for contacts to the Local Organising Committee. These names will be decided in due course too. In addition the IPC will appoint a liaison person, who will support you concerning the requirements of the IPC.

The timetable of the Congress has not been settled yet, but the current plans imply that each TSG will have three timeslots at its disposal of 120 minutes length. However, it might be possible, that we need to adapt the timetable to external requirements, but 360 minutes are set, either in 3 or 4 assigned meetings.

As you may know, it is a basic principle of long standing in the organisation of ICMEs not to involve the same person in more than one significant roles in the programme, the Organising Team will have to consult with the Chair of the IPC before making final decisions concerning the invitation of contributors to the theme, in order to avoid multiple invitations issued to the same person from various organisers of the Congress.

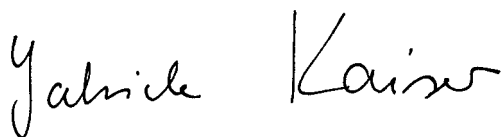
As you may also know, the ICMEs are usually established on the basis of modest budgets, in particular to serve the needs of a multitude of delegates from non-affluent countries. ICME-13 is no exception. As, moreover, the scientific programme is mounted by several hundred organisers we are, unfortunately, not in general in a position to offer any funds to cover your costs, let alone a honorarium. However, as the local organisers have made huge efforts to generate funds to partially support participants from non-affluent countries, it might be possible to obtain a limited grant to attend the Congress for a number of delegates from such countries.

Let me finally say that it is the ambition of the IPC to attribute great significance and prominence to the TSGs. They will form a centrepiece in the Congress for every participant. So, I very much hope that you will accept our invitation to be one of the two Co-chairs of TSG 34. As the invitations to the other Team Members will have to await your response, I should be most grateful if you would let me have your reply at your earliest convenience, preferably by e-mail. Naturally, I'll be happy to answer any question you might have as best I can.

The International Programme Committee has developed a description of aims and principles for the Topic Study Group, which shall guide the work of the groups. You will find this description at the bottom of my letter.

Hoping that you will accept our invitation I send my

Kind regards and best wishes

A handwritten signature in black ink that reads "Gabriele Kaiser". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Gabriele Kaiser
Convenor ICME-13 and Chair of the IPC

Aim and principles for the organisation of Topic Study Groups at ICME-13

A Topic Study Group (TSG) is designed to gather a group of congress participants who are interested in a particular topic in mathematics education. A Topic Study Group will serve as mini-conference and will display the progress of the discussion in the intervening years since ICME-12. Topic Study Groups will therefore promote the discussion of a variety of perspectives on the theme of the Group. The TSG will consist of high-standard discussions enabling the newcomer to get a broad overview on the state-of-the-art and allowing the experts to lead discussions at a high level. The team will provide the audience of their TSG not with a nationally framed insight into the strands of the discussion of the theme, but will give an overall overview on the international discussion as broadly as possible and allowing for insight into less well-known strands of the discussion from under-represented countries. For ICME-13, the TSG is the major arena for participation. Participants are expected to associate themselves with one TSG and to stay in that group for all three to four sessions.

In order to achieve these aims the TSG will develop a programme with sufficient presentation and discussion time by not including too many contributions. The presentations of the TSG will come from two sources: submissions and invitations. On the one hand, the TSG will get contributions from papers submitted during an official submission procedure. For the submitted papers a review process will take place, which may lead to the non-acceptance of some papers for this TSG. However, it is possible that all papers dealing with mathematics education and which meet the usual scientific standards can be presented at ICME-13 in special sessions for posters sessions and oral communications. On the other hand, presentations can be elicited by the team who can invite experts to give an overview on the discussion or to enrich the TSG in another special way. It is expected that these invited experts will devote themselves to one TSG by staying the whole time and not changing between various Topic Study Groups during ICME-13.

Organisational structure:

- The team of each TSG consists of two co-chairs, two team members (suggested by the co-chairs), one local member, one liaison person from the IPC,
- All team-members, especially the co-chairs, of a TSG are expected to be present at ICME-13. Team members, who will not be able to participate, might be replaced by other researchers in order to allow a complete team to run the sessions at ICME-13.
- At ICME-13, the TSGs will have 360 minutes, either as four 90 minutes timeslots or as three 120 minutes timeslots to their disposal.
- The team of the TSG will organise the review process using reviewer tools (provided by Conftool) in order to identify interesting and high quality papers, bearing in mind the necessity of a richness of perspectives. In addition, the team will provide the necessary feedback to encourage papers from under-represented countries.