

MAV Publications Policy

Version 3 June 2025

Purpose and audience

The Mathematical Association of Victoria (MAV) is committed to supporting teachers of mathematics through valuing mathematics in society. One avenue MAV has for this is through the termly production and publication of two journals and one magazine, each with its own purpose and audience.

Journals:

- *Vinculum*: a journal style publication aimed at secondary school teachers is available to MAV members only in print and digital formats.
- *Prime Number*: a journal style publication aimed at primary teachers is available to MAV members only in print and digital formats.

Purpose of journals: to provide educators with support in their practice as professional teachers, to demonstrate and expose exemplary practice, new ideas and approaches, teaching strategies and pedagogy, providing practical tasks, and to show how research is translated into practice to improve teaching and learning.

Magazine:

- *Common Denominator* magazine: a newsletter style publication available to members in hard copy and is also freely available on-line to non-members.

Purpose of Magazine: To share the activities of the MAV and MAV members. To promote the association, its events and activities, resources and the value of the work MAV does in promoting Mathematics in Society. To share stories and ideas from mathematics educators that inspire and motivate other educators.

Ownership and Operational Management

The MAV Board, as the elected executive, assumes the rights and responsibilities of the Publisher of these materials. This means that the Board is responsible for decisions, payments and liabilities incurred. The Board is ultimately responsible to ensure that the overall direction and purpose of the publications is in line with MAV policies, strategic positions such as those outlined in policy statements, and decisions.

The Publications Committee acts under the direction of the Board, through the Convenor, a Board member, and MAV staff representative. Meetings are held once per term, to provide strategic support to the three editors. A Terms of Reference document outlines the responsibilities of the committee.

Operational running of the publications is delegated to MAV staff and CEO by the Board.

Opinions expressed in the publications do not necessarily reflect the position, opinions, policy or endorsement by MAV and unless specifically noted, should not be interpreted as the official position of the Board.

Engagement of Editors

Editors are engaged by the CEO following consultation with relevant stakeholders, including the Publications Committee and the MAV Board, where appropriate. The selection process takes into account the prospective editor's expertise, experience, and alignment with the strategic direction of the organisation's publications.

Editor appointments are formalised through the MAV Services Agreement, which outlines the terms and expectations of the role. Key terms include:

- **End Date:** Ongoing, until terminated by either party in accordance with the agreement
- **Scope of Work:** Editing of journal articles for four editions per calendar year
- **Timeframes:** Work to be completed in accordance with annual editorial timelines, agreed upon prior to the commencement of each publishing cycle

This process ensures that editorial leadership supports the high standards and strategic goals of MAV's publications.

Article submissions

All publications welcome submissions from classroom teachers, academics and mathematics educators and other parties interested in mathematics education. Each submission will be reviewed by the editor to determine its suitability for publishing.

Not all submissions are published and submission is not an acceptance to publish an article.

Journals or magazines are developed on the basis of educators submitting articles that support others in their practice. Articles should:

- be relevant to the purpose of the journal
- explore new ideas and pedagogy, best practice and where possible demonstrate research into practice
- serve the values, mission and strategic intent of MAV
- seek to provide a voice, leadership and professional support for mathematics educators.

Journals are not peer reviewed. MAV editors are volunteers, using their experience to help MAV publish high quality support for maths educators. Editors of MAV publications are not professionally qualified 'editors'. The editors are supported by MAV staff.

If you are interested in submitting an article contact the editors:

- Prime Number: Aylie Davidson : primenumber@mav.vic.edu.au
- Vinculum: Justine Sakurai vinculum@mav.vic.edu.au
- Common Denominator: Louise Gray: louise@stitchmarketing.com.au

Both experienced and novice writers are encouraged to submit articles for consideration. Editors can support you in developing your ideas for an article, especially useful for first time writers.

Each editor will assess the submission for suitability for publication, and where appropriate work with authors to enhance the quality and/or content to ensure that it fits within the style and values of MAV. At times, MAV may choose not to publish a submitted article, and this may be for the following reasons. Articles will not be published should they contain:

- information that breaches the copyright or intellectual property of other parties
- Information that may discriminate, or be considered unethical
- Information that may identify individual students without their permission (if aged 18 or more) or parental permission (if under 18). MAV assumes that you have sought the necessary permissions for any image you supply in conjunction with a submission. You must confirm that you have permission to use such images.
- information that conflicts with MAV's vision and mission, strategic goals and plan, other objectives, and the objects under the constitution, or any agreed advocacy positions/statements
- potentially defamatory content
- false or misleading information
- factually incorrect mathematics, opinions, or information not based on clear and reputable evidence.

Where this is the case:

- the relevant publication editor will work with MAV staff member/s and the Publications Committee Convenor to review the submission, and to provide the author reasons for non-publication. The author will also be provided guidance should they wish to resubmit the article again for consideration.
- the submission and reasons for non-publication should be reported at the next meeting of the Publications Committee.
- should any further concerns arise, then the Publications Committee should discuss and agree on the next steps.
- the Committee reports to the Board through the Convenor, to raise issues with the Board if and as required.

Articles also may not be published if they:

- they are not considered of sufficient quality
- are too similar to articles recently published.

Ultimately, MAV as Publisher has the right to decide whether an article is published, at its sole discretion, and to refine these processes as required.

Advertisements

MAV publications may contain third party advertisements, content and links to third party sites. The MAV does not make any representation as to the accuracy or suitability of any of the information contained in those materials or sites and does not accept any responsibility or liability for the conduct or content of those advertisements, content and sites and the offerings by the third party.

Third party advertisements and links to other sites where goods or services are advertised are not endorsements or recommendations by MAV of the third party, sites or services. MAV takes no responsibility for the content of the ads, promises made, or quality/reliability of the products or services offered in all advertisements.