
The 135th meeting of the Council of the School of Technology was held at 2.00p.m on Friday 23 November 2012 in Room W 2.01, Judge Business School.

Present: Professor Howard Chase (Chairman)
Professor Michael Barrett
Mrs Polly Courtice
Professor Neil Dodgson
Professor Dame Ann Dowling
Professor Sir Mike Gregory
Professor Andy Hopper
Professor Robin Langley
Professor Christoph Loch
Professor Jan Maciejowski
Professor Nigel Slater
Dr Simon Guest (School observer)
Dr Shui Lam (Secretary)
Mr Matt Burgess (School Finance Manager)
Ms Rachael Tuley (Interim Assistant Secretary)
Miss Yi-Jun Lin (Temp Administrative Secretary)

Apologies: Professor Stewart Cant, Professor Lisa Hall, Professor Chris Lowe, Professor Robert Mair, Professor Bill Milne, Professor David Cardwell (School observer), Professor Lindsay Greer (School Observer), Mrs Sarah Botcherby.

Dr Simon Guest (School Observer) was welcomed to his first meeting.

UNRESERVED BUSINESS

DECLARATIONS OF INTEREST

There were no declarations of interest.

2290 MINUTES

The unconfirmed unreserved minutes of the Council of the School of Technology held on 19 October 2012 were approved and signed.

2291 MATTERS ARISING

There were no matters arising.

2292 CHAIRMAN'S REPORT

The Chairman referred to items covered under his report to the Needs Committee in the 13 November 2012 minutes (item N1465): Open Access for research papers and the Government's eight future technologies.

He also referred to the increase in undergraduate applications for 2013-14 (with Computer Laboratory seeing 32.7% increase over last year's admissions round, Engineering 3.7% and NST 7%).

2293 DEPARTMENT UPDATES

Professor Dodgson reported that the Computer Laboratory is currently advertising vacancies for two University Lectureships.

2294 NEEDS COMMITTEE

The unconfirmed unreserved minutes of the Needs Committee held on Tuesday the 13 November 2012 were circulated. The Chairman will highlight the following items:

A. STRATEGIC PLANNING & RESOURCE ALLOCATION

ITEM N1466 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2295 PLANNING ROUND 2012

T/12/93	Office note: Planning Round 2012: Objectives and plans for the planning period
T/12/94	Office note: Planning Round 2012: Annual Report 2011-12
T/12/95	Office note: Planning Round 2012: International Strategy
T/12/96	Office note: Planning Round 2012: Value for money

The Needs Committee was reminded that the School's five year plan (2012-17) is due for submission on 3 December 2012. The School has been consulting the Heads of Department, the Council of the School, the School's Needs Committee, Undergraduate Education Committee, the Graduate School Committee and the Research Committee.

The outcome of the discussions and consultations of different areas are detailed in Paper NC/12/68 to NC/12/71.

The Needs Committee considered Papers NC/12/68 to NC/12/71 and agreed to recommend them for approval by the Council of the School, subject to minor textual amendments suggested at the meeting.

It was suggested that the Graduate School Committee examine the synergies of graduate education offices across the School to exploit streamlining of processes and to maximise efficiency. It was also suggested that the greater availability of on-line journals and books might free up space in departmental libraries that could be used for teaching and learning purposes.

The Council of the School considered Papers T/12/93 to T/12/96 and confirmed that they were content with the objectives and action plan, the Annual Report, the International Strategy document and the Value for Money document. These would form part of the School's Strategic Plan.

Action:	Secretary
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ITEM N1467 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2296 PLANNING: CHEST SAVINGS

T/12/97	Office note: Chest Allocations – Estimated Savings 2013-14 to 2016-17
T/12/98	Office Note: Department requests for the additional UEF

The School is asked to reconfirm its savings strategy and agree the School's savings targets for the planning period.

In view of available School funds, it is proposed that the rate at which School support tapers off, be relaxed to allow departments greater time to realise savings. Given anticipated reductions in available RCUK funding, it is also proposed that estimated savings in relation to 'Increase research income re. non-academic staff' strategy are reduced. It was agreed that the latter item should continue to be separately identified, to reinforce the School's desire to recover more funds through pooled labour where possible.

The Needs Committee considered the paper NC/12/72 and agreed to recommend it for approval by the Council of the School. Heads of Department were requested to send to the Secretary their requests for the additional UEF funds that are anticipated to arise from the Resource Distribution Mechanism for inclusion in paper NC/12/73.

The Council of the School considered the savings strategy and approved the recommendations of the Needs Committee.

Action:	Finance Manager
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The Council of the School also considered and approved the requests for additional UEF outlined in paper T/12/98. It was noted that the Secretary would summarise these requests as part of the submission to the School's Strategic Plan.

Action:	Secretary
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ITEM N1468 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2297 PLANNING: STUDENT NUMBERS

T/12/99	Office note: Student number forecast 2013-14 to 2016-17
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The School is required to submit forecast student numbers for 2013-14 to 2016-17. Paper NC/12/74 contains the planned student numbers from Departments.

The Needs Committee considered the planned student numbers for the 2012 Planning Enquiry submission and, subject to some minor amendments, recommended them to the Council of the School for approval.

The Council of the School approved the recommendations of the Needs Committee concerning the planned student numbers for the 2012 Planning Enquiry submission.

Action:	Assistant Secretary
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ITEM N1469 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2298 PLANNING: UNIVERSITY COMPOSITION FEES

T/12/100	Office note: University composition fees
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The School is asked to recommend fees for home and overseas students for 2013-14 and 2014-15.

The Needs Committee considered Paper NC/12/75 and recommended its content to the Council of the School for approval.

The Council of the School approved the recommendations of the Needs Committee.

[After the meeting, minor amendments were made to fees for the MSt in Sustainability Leadership, following an update from CPSL; and to 13-14 proposed fees for the MBA, EMBA and MFin courses, so that final rates agree with amounts included in the PR2012 financial planning submission from JBS.]

Action:	Finance Manager
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ITEM N1470 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2299 PLANNING: RESEARCH FORECAST

T/12/101	Office note: Research forecast 2013-14 to 2016-17
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The School is required to submit a research forecast for 2013-14 to 2016-17. Paper NC/12/76 includes the forecast for research activity based on last year's planning round.

The forecast now reflects the Needs Committee's view that Research Council funding will grow above inflation over the planning period, in view of known pipeline funds. The strength of the pipeline gives some reason to believe that actual income will exceed the forecast, however this is tempered by concerns over cuts to available research funding during the next Comprehensive Spending Review.

The Needs Committee agreed to: the proposed sponsor profile at the end of the planning period 2016-17; the proposed direct expenditure forecast; the proposed chest overheads forecast.

The Needs Committee considered Paper NC/12/76 and recommended its content to the Council of the School, subject to a minor textual amendment.

The Council of the School considered Paper T/12/101 and approved the recommendations of the Needs Committee. In particular, the Council of the School approved the proposed sponsor profile at the end of the planning period 2016-17; the proposed direct expenditure forecast and the proposed chest overheads forecast.

Action:	Finance Manager
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ITEM N1471 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2300 PLANNING: INFORMATION TECHNOLOGY, SYSTEMS AND STRATEGY

T/12/102	Office note: Planning Round 2012: Information Technology, Systems and Strategy
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Schools have been asked to notify the Information Strategy and Services Syndicate of any IT/IS projects that are being pursued in Schools.

The Needs Committee noted Paper NC/12/77 and recommended it to the Council of the School for approval.

The Council of the School approved paper T/12/102 which would form part of the School's Strategic Plan.

Action:	Secretary
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ITEM N1472 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2301 PLANNING: CARBON AND SUSTAINABILITY

T/12/103	Office note: Planning Round 2012: Carbon and Sustainability
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Schools have been asked to provide information on carbon and sustainability initiatives in Departments.

The Needs Committee noted Paper NC/12/78 and recommended its content to the Council of the School for approval.

The Council of the School approved paper T/12/103 which would form part of the School's Strategic Plan.

Action:	Secretary
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ITEM N1473 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2302 PLANNING: EXECUTIVE EDUCATION FINANCE FORECAST

T/12/104	Office note: Executive Education finance forecast 2013-14 and 2016-17
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The School is required to submit an executive education finance forecast for 2013-14 and 2016-17. Paper NC/12/79 includes the forecast based on submissions from the Departments and the companies engaged in executive education.

The Needs Committee confirmed the forecast for executive education activity in the planning period and suggested that it would be more informative if the net profit (rather than gross income) could be predicted in future years. Minor amendments are to be made this year, to

clarify that forecast increases in gross external income will be matched by equivalent increases in costs.

The Council of the School confirmed the forecast for executive education activity in the planning period which would form part of the School's Strategic Plan.

Action:	Finance Manager
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ITEM N1474 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2303 THE FUTURE OF COLLEGE FEES

T/12/105	Consultation Paper: The Future of College Fees, dated 28 September 2012, and Responses from the School and the Departments, October 2012
T/12/106	College Fee Increase for Part-Time Students: statement issued by the Director of Accredited Programmes (CPSL), endorsed by the Graduate School Committee enclosed for the Needs Committee's information

The Needs Committee considered consultation paper NC/12/80. The Committee felt that this proposal is not a valid approach to addressing the problem arising from the non-eligibility of College fees as valid expenditure on RCUK funding.

The Committee proposed that there should be agreement across all Colleges about the standard of provision for graduate students and that the fee should be related to value for money for the students.

The Chairman referred to the Graduate School Committee's survey on departmental and College provision and the numbers of respondents citing dissatisfaction with certain elements of College provision (such as catering, accommodation, wireless internet access and lack of sports facilities).

Whilst the Committee acknowledged the financial difficulties faced by graduate Colleges, it was felt that this was not a viable proposal.

The Needs Committee considered Paper NC/12/81. Members of the Committee felt that it is unacceptable that such an increase in college fees for part-time graduate students should be introduced without prior consultation within the University and that the increase should be withdrawn until a consultation process has taken place. The Committee was also of the view that the increase is unrealistic in terms of what Colleges actually provide for part-time students. It was requested that the views of the Needs Committee be communicated to the University's Education Committee.

The Council of the School concurred with the Needs Committee's views. It was noted that both documents would be considered by the Planning and Resources Committee on 28 November 2012.

B. EDUCATION

ITEM N1475 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2304 GRADUATE SCHOOL COMMITTEE

T/12/107	Unconfirmed minutes of the meeting held on 18 October 2012
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The unconfirmed minutes of the Graduate School Committee meeting held on 18 October 2012 are as in Paper NC/12/82.

The Needs Committee noted the unconfirmed minutes.

The Council of the School noted the unconfirmed minutes of the Graduate School Committee meeting, held on 18 October 2012.

C. RESEARCH

ITEM N1476 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2305 RESEARCH COMMITTEE

T/12/108	Office note: Minutes of the meeting held on 29 October 2012
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The unconfirmed minutes of the Research Committee meeting held on 29 October 2012 are as in Paper NC/12/83.

The Needs Committee noted the unconfirmed minutes.

The Council of the School noted the unconfirmed minutes of the Research Committee meeting, held on 29 October 2012.

The Interim Assistant Secretary informed the Council of the School about the EPSRC Framework meeting, to take place on 29 November 2012. The purpose of the meeting will be to discuss Centres for Doctoral Training (CDT) and to obtain guidance on proposed bids. Various School officers and those planning to lead a CDT bid have been invited to attend.

D. MISCELLANEOUS

ITEM N1477 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2306 HUMAN RESOURCES COMMITTEE

T/12/109	Office note: Minutes of the meeting held on 06 November 2012
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The unconfirmed minutes of the Human Resources Committee meeting held on 06 November 2012 are as in Paper NC/12/84.

The Needs Committee noted the unconfirmed minutes.

The Council of the School noted the unconfirmed minutes of the Human Resources Committee meeting, held on 6 November 2012.

ITEM N1479 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2307 LINKED UNIVERSITY AND COLLEGE APPOINTMENTS

T/12/110	Linked University and College Appointments
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Paper NC/12/86 discusses linked University and College appointments and was issued by the University and College Joint Committee (UCJC).

The Needs Committee felt that such appointments would not generally occur in the School and were of the view that these appointments may not be attractive to high-calibre candidates due to the substantial College teaching load involved. However, they raised no objections to the proposals.

The Council of the School reiterated the Needs Committee's concern that these appointments might not attract high-calibre applicants.

Action:	Secretary
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ITEM N1480 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2308 IT ADVISORY GROUP

T/12/111	Minutes of the IT Advisory Group meeting held on 28 September 2012
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The unconfirmed minutes of the IT Advisory Group meeting, held on 28 September 2012, are as in Paper NC/12/87.

The Needs Committee noted the unconfirmed minutes.

The Council of the School noted the unconfirmed minutes of the IT Advisory Group meeting, held on 28 September 2012.

2309 REVIEW OF IT SUPPORT AND INFRASTRUCTURE

T/12/112	The response from the IT Advisory Group, dated November 2012, to the Report of the Review Committee on IT Support and Infrastructure
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It was reported that the recently published review of IT Infrastructure and Support, published in the Reporter on 24 October 2012 was open for consultation:

<http://www.admin.cam.ac.uk/reporter/2012-13/weekly/6282/section1.shtml#heading2-4>).

Paper T/12/112 contains the response to the Report from the School IT Advisory Group.

The Council of the School considered the response drafted by the IT Advisory Group. It was agreed to amend the draft response to

1. include the School's support for having an IT co-ordinator at the School level,
2. strengthen the response on site licenses, and
3. support two way secondment of IT staff.

The Secretary was asked to revised the draft accordingly and reply on behalf of the Council of the School.

Action:	Secretary
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ITEM N1481 TAKEN FROM THE NEEDS COMMITTEE OF 13 NOVEMBER 2012

2310 SCHOOL STRATEGIC RESERVE

T/12/113	Letter from Professor Dowling, dated 12 November 2012, requesting funds from the School Strategic Reserve
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Under Any Other Business, paper NC/12/88 was tabled, which contains a request Professor Dowling, dated 12 November 2012, for funds from the School Strategic Reserve for the following strategic purposes:

- Support for the incoming Dyson Professor of Fluid Mechanics (£30k);
- Extension to the CAPE building (£50k);
- Creativity Centre (£50k);
- Student Project Space and Inglis Building Mezzanine (£195k)

The Needs Committee approved the request.

The Council of the School concurred with the Needs Committee's approval of the request.

2311 HEALTH AND SAFETY MATTERS

There were no Health and Safety matters to raise.

2312 RISK ASSESSMENT

No items of risk were raised at the meeting.

2313 CPP: CAPE EXTENSION

T/12/114	A CPP Registration of Interest for an extension to the CAPE building on West Cambridge Site, dated November 2012
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The Department of Engineering has submitted a request to register the CAPE extension under the Capital Project Process, at an established cost of £10m.

The Council of the School considered the request and recommended it to the Planning and Resources Committee.

2314 DATES OF MEETINGS

The meetings of the Council of the School will be:

Council of the School of Technology Dates for 2012-13		
Fridays at 2:00 pm	Venue	Room booked
25 January 2013	Engineering	Boardroom
01 March 2013	Chemical Engineering and Biotechnology	Boardroom
03 May 2013	Engineering	Boardroom
07 June 2013	Computer Laboratory	FW11

School of Technology,
17 January 2013