

The 142th meeting of the Council of the School of Technology was held at 2.00 p.m. on Friday 24 January 2014 in room W2.01, Judge Business School.

Present: Professor Richard Prager (Chairman)
Professor Nigel Slater
Professor Andy Hopper
Professor Christoph Loch
Mrs Polly Courtice
Professor Gishan Dissanaïke
Professor Jan Maciejowski
Mr Devang Agrawal (Undergraduate Student Representative)
Ms Nicole Weckman (Graduate Student Representative)
Dr Simon Guest (School observer)
Dr James Moultrie (School observer)
Dr Shui Lam (Secretary)
Mr Matt Burgess (School Finance Manager)
Ms Rachael Tuley (Assistant Secretary)

In Attendance: Professor Jeremy Sanders, attended for item 2496, Professor Chris Abell
attended for item 2497, Ms Sarah Botcherby

Apologies: Professor Dame Ann Dowling, Professor Robert Mair, Professor Lisa Hall,
Professor Mike Gordon, Professor Bill Milne, Professor David Cebon, Professor
Nick Collings, Professor Sir Mike Gregory, Professor Mark Blamire (School
observer), Professor Richard Penty (School observer), Miss Yi-Jun Lin
(Administrative secretary)

UNRESERVED BUSINESS

DECLARATION OF INTEREST

There were no declarations of interest.

2485 MINUTES

The unconfirmed unreserved minutes of the Council of the School of Technology held on Friday 29 November 2013 were approved and signed.

2486 MATTERS ARISING

There were no other matters arising than those minuted here.

2487 CHAIRMAN'S REPORT

The Chairman reported on the following:

- Departments were encouraged to put forth nominations for the EPSRC's Strategic Advisory Teams. The EPSRC is currently seeking new members;
- Georgina Cannon has been appointed as Senior Associate Director for fund-raising by CUDAR and assigned to the School, from 1 February 2014.

2488 DEPARTMENT UPDATES

T/14/1	CPSL Annual Report for August 2012 – July 2013
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The Council of the School considered and noted the CPSL Annual Report for August 2012 – July 2013, as detailed in Paper T/14/1.

There were no other departmental updates.

2489 COUNCIL OF THE SCHOOL MEMBERSHIP

T/14/2	Office note: Membership of the Council of the School of Technology
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The current membership of the Council of the School of Technology was received and noted.

2490 PROPOSED RE-NAMING OF CAMBRIDGE PROGRAMME FOR SUSTAINABILITY LEADERSHIP (CPSL)

T/14/3	A proposal from CPSL to re-name the institution
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Paper T/14/3 details a proposal from the Director of CPSL to change the name of CPSL to the University of Cambridge Institute for Sustainability Leadership (CISL).

At the meeting, the Council of the School considered the paper and, having noted the compelling reasons for the proposal and that the proposal had received enthusiastic support of the CPSL Management Board, it was agreed to endorse the proposal and recommend it to the General Board.

Action:	<i>Secretary</i>
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2491 NEEDS COMMITTEE

The unconfirmed unreserved minutes of the Needs Committee held on Tuesday 14 January 2014 were circulated. The Chairman highlighted the following items:

A. STRATEGIC PLANNING & RESOURCE ALLOCATION

ITEM N1607 TAKEN FROM THE NEEDS COMMITTEE OF 14 JANUARY 2014

2492 DEVOLVED EQUIPMENT FUNDS 2014-15

T/14/4 (NC/14/1)	Office Note: Equipment Fund Allocation, dated 6 January 2014
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The RMC has agreed to allocate to the Schools a further portion of the Capital Fund, as detailed in paper NC/14/1. The paper proposes an annual School process for allocating funds to Departments.

The Needs Committee agreed to recommend to the Council of the School that the School retains £355k of the devolved amount for EPSRC 50% matching purposes, and that the remaining sum should be the subject of a light touch, annual bidding process.

The Head of School asked departments to notify the School about known strategic requirements – covering equipment, minor works, large capital projects and posts - up to the end of the 2015-16 academic year, under three broad headings:

- Where School funding has already been agreed;*
- Where projects are active and costs will be incurred but there is as yet no commitment for funds from the School; and*
- New projects.*

The information received could be used to prioritise use of School funds and support the School's stance on utilisation of Chest reserves, at the forthcoming Planning Meeting. This would also represent the start of the process to commit devolved equipment funds for 2014-15.

The Head of School agreed to write to departments formally requesting this information in a specified format.

The Council of the School endorsed the process agreed by the Needs Committee to collect bids from the Departments to prioritise for the use of School funds.

Action:	School Office
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B. EDUCATION**2493 GENERAL BOARD LEARNING AND TEACHING REVIEW OF CHEMICAL ENGINEERING AND BIOTECHNOLOGY**

T/14/5	Documentation relating to the Learning and Teaching Review of the Department of Chemical Engineering and Biotechnology, dated 9 January 2014 and 18 November 2013
T/14/6	An extract of the Report of the General Board Learning and Teaching Review of the Department of Chemical Engineering and Biotechnology, dated 8 May 2013

The Learning and Teaching Review of the Department of Chemical Engineering and Biotechnology took place in 2013. The General Board's Education Committee would like to draw the School's attention specifically to recommendations 5.1 and 5.5 of the Review Committee's report (an extract of which is included in paper T/14/6).

The Council of the School considered the following recommendations:

5.1 The Department should consider, in discussion with the School of Technology, whether the Syndicate is still an appropriate structure in terms of effective management of the Department.

5.5 The Review Committee appreciates that the integration of Biotechnology and Chemical Engineering into a single, new Department, particularly with regard to research culture and at Undergraduate level, is still work in progress. It recommends, however, that the Department aim to complete organisational and human resources aspects of the integration before the move to West Cambridge, in order to avoid perpetuating existing differences in the new location. Continuing efforts need to be made to ensure that full advantage is taken of the opportunities for integration and teamwork that will be afforded by the move, in order that it does not simply result in the cohabitation of two Departments that are in effect separate.

With regards to recommendation 5.1, Professor Slater commented that the Syndicate was running efficiently and was fit for the purpose of the Department; the two obvious modifications would introduce more bureaucracy with little gain or less transparency to the current system. Therefore, the Council of the School concurred with the view expressed by the Department.

With regards to recommendation 5.5, Professor Slater remarked that Biotechnology and Chemical Engineering were working towards closer integration in advance of the unified Department's move to the new building. The Council of the School welcomed this comment.

Action:	Secretary
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ITEM N1609 TAKEN FROM THE NEEDS COMMITTEE OF 14 JANUARY 2014

2494 GRADUATE SCHOOL COMMITTEE

T/14/7 (NC/14/3)	Unconfirmed minutes of the meeting held on 28 November 2013
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The unconfirmed minutes of the Graduate School Committee meeting held on 28 November 2013 were noted.

The Assistant Secretary drew attention to items on the CDTs awarded to the University in November 2013, and to the CRES survey, which will not run again until the Code of Practice has been revised.

The Assistant Secretary agreed to issue a comprehensive list of CDTs, in which the University is leading and participating, at the next Council of the School meeting.

The Council of the School noted the unconfirmed minutes.

2495 EPSRC CENTRES FOR DOCTORAL TRAINING (CDTS)

T/14/8	EPSRC Centres for Doctoral Training 2013: successful bids and renewals announced
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The Council of the School noted Paper T/14/8, which provides a comprehensive list of the CDTs awarded to the University in November 2013, and features CDTs that have been renewed and those with which Cambridge features as a partner (but not lead) institution.

C. MISCELLANEOUS

ITEM N1610 TAKEN FROM THE NEEDS COMMITTEE OF 14 JANUARY 2014

2496 PROPOSED ESTABLISHMENT OF THE UNIVERSITY OFFICES OF DIRECTOR AND ASSISTANT DIRECTOR OF TEACHING

T/14/9 (NC/14/4)	HR320 Draft Report of the General Board on the establishment of the University Offices of the Director and Assistant Director of Teaching
T/14/10 (NC/14/5)	Responses to the draft Report above, communicated by members of the School and Departments

Schools have been asked to consider a draft Report, issued by the Academic Secretary, on the proposed establishment of the University Offices of Director and Assistant Director of Teaching.

The Needs Committee considered the report and made the following observations:

- Judge Business School: Professor Loch echoed Professor Chase's concerns and argued that the term 'Director' is misleading, given that it can generate confusion with*

Directors of Research (which are graded at 12, as opposed to grade 10 for a Director of Teaching). He suggested re-naming these posts;

- *Engineering: Professor Dowling also agreed with Professor Chase's comments and explained that the Department's Academic Committee had considered this proposal and made the following remarks:*
 - *Both undergraduate and graduate teaching are best carried out by those who are research active; separating the two damages teaching;*
 - *Having established teaching-only posts may give the impression that teaching is an activity of lesser importance, which can be delegated to such posts;*
 - *The career trajectory for people appointed to such posts is unclear;*
 - *There is inconsistency in the titles and grades.*
- *Computer Laboratory: Professor Hopper commented that the Computer Laboratory expects academics to both teach and research;*
- *Chemical Engineering and Biotechnology: Professor Slater said that he agreed with the sentiments expressed by his colleagues. He also queried the difference between the establishment of these posts and the purpose of supplementary pay for University Senior Lecturers (the intention behind which was to reward those UTOs who are not generally active in research but who contribute significantly to teaching).*

Professor Jeremy Sanders (Pro-Vice Chancellor for Institutional Affairs) attended to talk to this item and made the following key points:

- Established teaching-only offices already exist in certain Schools (such as language officers in the School of Arts and Humanities). It is proposed that establishment of teaching-only offices will acknowledge and reward those who make an exceptional contribution to teaching for those who have been in post for many years in an unestablished capacity.
- There is no intention to separate teaching from research and it is anticipated that there will be very few appointments to these posts;
- Departments and Schools will be able to choose if they wish to appoint to these posts;
- It is acknowledged that the titles are not ideal and alternative suggestions would be welcomed.

The Council of the School noted the points made by Professor Sanders. However, the points did not address the concerns fully expressed by the Faculty Boards and the questions raised by individuals in the School. It was agreed to forward the comments from the School to the General Board so that they could be addressed fully.

Action:	Secretary
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2497 OFFICE OF POSTDOCTORAL AFFAIRS

T/14/11	Paper prepared by the Director of Postdoctoral Affairs on the Office of Postdoctoral Affairs
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Professor Chris Abell, Director of Postdoctoral Affairs, attended to talk to this item and to discuss the proposed strategy and direction of the Office of Postdoctoral Affairs. He made the following points:

- The current postdoctoral community is in excess of 3500;
- The aims and purpose of the Office of Postdoctoral Affairs, alongside its governance structure and present activities;

- Departmental postdoctoral committees;
- The proposal that postdoctoral researchers should have alumni status.

The Council of the School was interested to see the direction of travel with postdoctoral provisions and activities, and encouraged Professor Abell to take the project forward.

Both Professor Sanders and Professor Abell were thanked for their contributions and left the meeting.

2498 HEALTH AND SAFETY MATTERS

The Departments did not raise any Health and Safety matters at the meeting.

2499 RISK ASSESSMENT

The Council of the School did not require any action to be taken, with regard to risk.

2500 ANY OTHER BUSINESS

There was no other business.

2501 DATES OF MEETINGS OF THE COUNCIL OF THE SCHOOL OF TECHNOLOGY

The meetings of the Council of the School of Technology will be:

Fridays at 2:00 pm	Venue	Room
28 February 2014	Chemical Engineering and Biotechnology	Board Room
02 May 2014	Engineering	Board Room
06 June 2014	Computer Laboratory	FW11

School of Technology
04 February 2014

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