
The 140th meeting of the Council of the School of Technology was held at 2.00 p.m on Friday 25 October 2013 in the Board Room, Department of Engineering.

Present: Professor Howard Chase (Chairman)
Professor Dame Ann Dowling
Professor Andy Hopper
Professor Christoph Loch
Professor Nigel Slater
Professor David Cebon
Professor Nick Collings
Professor Sir Mike Gregory
Mr Matthew Ireland (Undergraduate Student Representative)
Dr Simon Guest (School observer)
Dr Shui Lam (Secretary)
Ms Rachael Tuley (Assistant Secretary)
Mr Matt Burgess (School Finance Manager)
Miss Yi-Jun Lin (Administrative Secretary)

In Attendance: Professor Steve Young

Apologies: Mrs Polly Courtice, Professor Neil Dodgson, Professor Alan Hughes, Professor Lisa Hall, Professor Chris Lowe, Professor Jan Maciejowski, Professor Robert Mair, Professor Bill Milne, Mr Tanvir Shams Quereshi (Graduate Student Representative), and Professor Lindsay Greer (School Observer)

UNRESERVED BUSINESS

DECLARATION OF INTEREST

There were no declarations of interest.

2424 MINUTES

The unconfirmed unreserved minutes of the Council of the School of Technology held on 7 June 2013 were approved and signed.

2425 MATTERS ARISING

There were no other matters arising than those minuted here.

2426 CHAIRMAN'S REPORT

The Chairman reported on the following items:

- Plans for a formal merger between CPSL and JBS have been postponed for time being. Nevertheless, the institutions would continue to collaborate closely;

- CDT applicants attended formal interviews with EPSRC this week. Thirteen CDT applications are being considered by the EPSRC; formal announcement of successful bids will be made on 19 November 2013;
- Progress is being made with REF preparations;
- Open access: there has been a low take-up on academics applying for funds to make their papers accessible as Gold Standard.

2427 DEPARTMENT UPDATES

There were no departmental updates.

2428 MEMBERSHIP OF THE COUNCIL OF THE SCHOOL

The Council of the School were reminded that Professor Richard Prager has been appointed as Head of School from 1 January 2014 for four years. He has been invited to attend meetings as an observer this term.

On the appointment of Professor David Cebon to Head of Division C, Engineering, to replace Professor Robin Langley on his sabbatical leave for the academic year 2013-14, the Council of the School agreed to co-opt Professor Cebon as a member for that period.

A. STRATEGIC PLANNING

2429 NEEDS COMMITTEE

The unconfirmed minutes of the Needs Committee held on 15 October 2013 were attached. The Chairman highlighted the following items:

ITEM N1564 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2430 PLANNING ROUND 2013

T/13/45 (NC/13/30)	Letter from the Secretary of School, dated 30 July 2013, on the Planning Round 2013 attaching the guidance from PRAO.
T/13/46 (NC/13/31)	Draft objectives and plans for the planning period, 2014-15 to 2017-18, dated October 2013

At the meeting, it was reported that the Planning Round 2013 has been launched.

The School was requested to consider and review the few high level objectives, a draft of which is included in Paper NC/13/31.

The Committee considered the overall structure of the high level objectives. A number of revisions were suggested, which would be incorporated into the paper for the Council of the School.

During the discussion, it was agreed that it would appropriate to invite Professor Sanders to a meeting of the HR Committee to discuss some of the issues raised.

At the meeting, the Secretary reported that the implementation of the Engineering's long-term estate plan has been inserted in the high level objectives and Professor Dowling was requested to check that she was happy with the timescale.

Action:	Professor Dowling
----------------	-------------------

ITEM N1565 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2431 PLANNING: UNDERGRADUATE STUDENT NUMBERS

T/13/47 (NC/13/32)	Office Note: Undergraduate student number forecast 2014-15 to 2017-18
-----------------------	---

It was reported that the School was required to submit forecast undergraduate student numbers for 2014-15 to 2017-18. Paper NC/13/32 contains the planned student numbers from Departments for submission to the Planning and Resource Allocation Office by 31 October 2013.

Postgraduate Student Numbers for 2014-15 to 2017-18 would be considered at the next Needs Committee meeting on 19 November 2013.

The Needs Committee considered and approved the planned undergraduate student numbers, subject to an update to the overseas student numbers percentage forecast for 2011-12 (2012-13 not being available until after the submission deadline).

The Council of the School considered and approved the planned student numbers for the Planning Round 2013.

ITEM N1566 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2432 PLANNING: UNIVERSITY COMPOSITION FEES

T/13/48 (NC/13/33)	Tables for home/EU students and overseas students for 2014-15 to 2015-16
-----------------------	--

The School was asked to recommend fees for home and overseas students for 2015-16 (2014-15 fees having been set at last year's planning round).

It was reported that for any new premium fees over and above the University guidelines the School might propose for postgraduate courses, Departments were expected to obtain the approval of the Board of Graduate Studies, or should initiate the process in time for the PRC to approve fees early in the Lent Term 2014.

Departments were requested to notify the School Finance Manager of any changes to premium fees for 2015-16, to allow the schedule to be approved at the Council of the School

meeting in November. Default inflationary increases would be assumed unless requested otherwise.

There were at present no recommendations for new premium fees, although it is likely that an additional premium would be charged on ISMM overseas fees from 2015-16.

Final fee submissions would be agreed at the November Council meeting, any changes to premium fees should be communicated to the Finance Manager in time for papers to be circulated.

Action:	Heads of Department
----------------	---------------------

ITEM N1567 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2433 PLANNING: RESEARCH FORECAST

T/13/49 (NC/13/34)	Office Note: Research forecast 2014-15 to 2017-18, dated September 2013
-----------------------	---

The School was required to submit a research forecast for 2014-15 to 2017-18. Paper NC/13/34 includes the forecast for research activity using the same growth assumptions as last year, and as subsequently discussed at this year's School Planning Away Day.

At the meeting, it was reported that further work was still required to verify the output from the underlying research forecast model and update for known medium term developments such as CDTs, CARES Singapore income and the new PI time recovery model (explained in Appendix 2 to paper NC/13/34).

Currently, the forecast assumed a growth rate of 2% for RCUK grants over the planning period and it was thought that this was low, given the School's significant success in securing new activations in 2012-13. It was requested that the existing forecast be compared with one which assumes a growth rate of 5% for RCUK grants over the planning period.

Updates have subsequently been made to the phasing of existing grant awards in the grant forecast model used by all School Finance Managers, with the upshot that forecast expenditure in 2013-14 is now significantly higher than 2012-13 actual. The increase is so large that even an assumed 5% growth rate from 2012-13 is not sufficient to keep up, over the length of the planning period. Papers submitted to the Council therefore consider a new approach, which uses the 2013-14 forecast as the baseline for modest growth of 2% per annum. Council's view was that this approach is feasible for planning purposes, assuming growth arising from new CDTs is already included. Grant Forecasts to be discussed again at the November Needs Committee.

Action:	Finance Manager
----------------	-----------------

2434 PLANNING: FORTHCOMING ITEMS FOR THE NEXT COUNCIL OF THE SCHOOL MEETING

The Council of the School noted that the following planning items will be considered at the next meeting: Postgraduate Student Numbers; School Saving Strategy; Major Capital Planning; Annual Report; documentation on Equality and Diversity, Carbon, Value for Money, Information Technology: system and strategy, International Strategy, and Community Engagement; School Risk Register.

ITEM N1568 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2435 MINOR WORKS

T/13/50 (NC/13/35)	Office Note: Summary list of minor works, dated October 2013
T/13/51 (NC/13/36)	Email from Engineering on the update for minor work requests over the last two years

The planning guidance requested proposals for Minor Works schemes as part of the Planning Round.

Having considered the new requests from the Departments and the Engineering schemes submitted last round, the Committee agreed to submit all the bids.

Bids in Paper NC/13/35 were prioritised as follows:

- 1. JBS DDA improvements*
- 2. JBS experimental lab phase 2*
- 3. Engineering library modernisation*
- 4. Engineering Creativity Centre*

The Council of the School was reminded that the School and its departments had substantial reserves, which could be used to cover the cost of minor works. It was anticipated that the School would contribute matching funds to such bids in future.

ITEM N1570 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2436 END OF YEAR ACCOUNTS 2012-13

T/13/52 (NC/13/39)	Office Note: End of year account 2012-13, dated October 2013
-----------------------	--

At the meeting, the 2012-13 Year end accounts for the School were presented to the Needs Committee for information purposes.

The attention of the Committee was drawn to the fact that departments in the School made a recurrent Chest surplus of £1.5m in 2012-13. However, it was expected that the recurrent Chest surplus for 2013-14 would be significantly reduced, because of further savings targets devolved to departments and the significant number of new academic appointments made in 2013, in Engineering in particular. However, Chest-funded reserves are under increasing

scrutiny and the School has been asked to develop a plan for investing these reserves strategically over the planning period; it was expected that School officers would have to justify the approach taken at its Planning Meeting with PVCs in January.

The Council of the School noted the end of year accounts.

B. EDUCATION

ITEM N1457 TAKEN FROM THE NEEDS COMMITTEE OF 9 JULY 2013

2437 UNDERGRADUATE EDUCATION COMMITTEE

T/13/53 (NC/13/29)	Minutes of the Undergraduate Education Committee meeting held on 26 June 2013
-----------------------	---

The minutes of the Undergraduate Education meeting, held on 26 June 2013, are as in Paper NC/13/29.

The Assistant Secretary referred to the Committee's recommendation that the guidance for Pilkington Prize nominations should focus primarily on the recognition of excellent teaching (which may include innovation and the introduction of new teaching methods).

The Council of the School concurred with the Committee's recommendation and agreed that the guidance be revised accordingly for applications in 2014.

Action:	Secretary
----------------	-----------

C. MISCELLANEOUS

ITEM N1571 TAKEN FROM THE NEEDS COMMITTEE OF 15 OCTOBER 2013

2438 FUNDRAISING: FLAGSHIP INITIATIVES

T/13/54 (NC/13/40)	Letter from the Head of School, dated 25 July 2013, on nominations for campaign flagship initiatives
T/13/55 REV1 (NC/13/41 REV2)	Proposed Flagship initiatives from the Departments, dated October 2013

At the meeting, it was reported that at the request of the CUDO, the Head of School has written to Heads of Departments to seek suggestions for flagship initiatives by 31 October 2013.

At the meeting, the Secretary explained that one point to emphasis for this upcoming campaign was the intention to seek substitutional funding for existing posts which would release funding for other activities. In addition, the price for new professorships was set at a level which might require contributions from funds available to the departments in the future.

On the first point, Professor Hopper requested advice whether it was possible to name a faculty post using a donation which would ultimately free up money to fund studentships.

After some discussion, the Needs Committee agreed on six flagship initiatives to be led by the School: Future Cities, Transport, Uncertainty, risk and resilience, one based on Ubiquitous Sensing but title to be confirmed, Entrepreneurship and Sustainability. The other initiatives would be suggested to be incorporated into possible flagship initiatives to be led by other Schools, or could become School-focused funding initiatives (below flagship status).

The Council of the School considered and discussed the proposed flagship initiatives. Having now seen the flagship on “sustainability” proposed by the JBS (“Sustainable Business Models”), Professor Dowling suggested that the Engineering’s “Energy Futures” initiative should become a separate flagship, and that she would send a revision of the template to the Secretary after the meeting.

Action:	Professor Dowling
----------------	-------------------

In addition, it was agreed that the IfM could be involved in the entrepreneurship flagship, and Professor Loch and Professor Gregory agreed to have future discussions outside the meeting.

Action:	Professors Loch and Gregory
----------------	-----------------------------

Given the time constraints, it was agreed to send all the most up-to-date flagship initiatives and other initiatives into CUDAR as work in progress.

Action:	Secretary
----------------	-----------

2439 LIBRARY AFFILIATION

T/13/56	Consultation outcome from the Departments, Dated October 2013
---------	---

Paper T/13/56 contains responses to the proposed affiliation of Faculty and departmental libraries with the University Library, issued by Head of Department.

The Council of the School endorsed the views in this paper and agreed to review the prospect of affiliation in three years.

Action:	Assistant Secretary
----------------	---------------------

2440 JOURNALS CO-ORDINATION SCHEME

T/13/57	Report from former Engineering Department Librarian, dated 26 July 2013, on Journals Co-ordination Scheme
---------	---

The Council of the School noted Paper T/13/57, which is a report from former Engineering Department Librarian, dated 26 July 2013, on Journals Co-Ordination Scheme.

2441 ANY OTHER BUSINESS

There was no other business.

2442 DATES OF MEETINGS OF THE COUNCIL OF THE SCHOOL OF TECHNOLOGY

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

Council of the School of Technology Dates for 2013-14		
Fridays at 2:00 pm	Venue	Room
29 November 2013	Judge Business School	W2.01
24 January 2014	Engineering	Board 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
06 November 2013