

School of Technology

Council of the School

2.00 p.m. on Friday, 27 November 2015

Room W2.01, Judge Business School

UNRESERVED MINUTES

Present: Professor Richard Prager (Chairman)
Professor John Dennis
Professor Andy Hopper
Professor Christoph Loch
Mrs Polly Courtice
Professor Ross Anderson
Dr Alice Hutchings
Professor Peter Robinson
Professor Gishan Dissanaikie
Professor Stewart Cant
Professor Sir Mark Welland
Professor Bill Byrne
Mr Max Conway (Graduate Student Representative)
Mr Thomas Kopsch (Graduate Student Representative)
Dr Claire Barlow (School observer)
Dr Shui Lam (Secretary)
Mr Matt Burgess (School Finance Manager)
Ms Rachael Tuley (Assistant Secretary)
Miss Grace Parker (Interim School Administrator)
Miss Yi-Jun Lin (Administrative Secretary)

In Attendance: Ms Georgina Cannon

Apologies: Professor David Cardwell, Professor Lisa Hall, Professor Robin Langley, Professor Robert Mair, Professor Andy Neely, Mr Nsikan Essien (Undergraduate Student Representative), Professor Mark Blamire (School observer), Dr James Moultrie (School observer), Professor Richard Penty (School observer) and Dr Mark Thompson (School observer)

Declarations of interest

There were no declarations of interest.

1. Minutes

The minutes of the meeting held on 23 October 2015 were approved and signed.

Matters arising

There were no matters arising other than those minuted here.

Chair's report

The Chairman had nothing additional to report at this meeting.

2. Starred items

The starred items were approved.

3. Principal business

3.1. Planning round 2015

At the meeting, the Council of the School was reminded that the School's five year plan (2015-20) is due for submission on 1 December 2015. The School has consulted all the interested parties, including the PVC (Planning and Resources), the Heads of Department, Departmental Administrators and the School's Needs Committee.

The outcome of the discussions and consultations are detailed in the papers prepared here: Paper **T/15/56** (the preface), Paper **T/15/57** (the School overview) and Paper **T/15/58** (the Annual report).

The Council of the School agreed to make no further comments and approved the papers.

3.2. Planning: research impact

It was noted that a new requirement of the planning round this year was a progress report providing an update on the identification and development of impact case studies. In addition, the School wanted to see some potential impact case studies. The progress update will be included in the main planning round submission with the impact case studies in a confidential annex, as detailed **T/15/59**.

The Council of the School was content with progress made in the identification and development of impact case studies, and approved the paper.

3.3. Planning: capital planning

It was noted that institutions have provided an update on all projects in excess of £2m currently in the Capital Plan. However, the Planning and Resources Committee have revised the CPP process a few days ago and, as a consequence, two projects in Engineering were now in the blue zone:

Project Name
Green Zone
CEB building
JBS Old Addenbrooke's Site Development
James Dyson Building (Car-park building)
Electrical Engineering Division Annex Building
The Dyson Centre for Engineering Design and Library Refurbishment
Blue Zone
The Department of Engineering relocation to West Cambridge
The UKCRIC and Civil Engineering Building
Relocation of CISL
Extension to the William Gates Building
Institute of Manufacturing Extension and Scale-up Centre

In addition, there is a new capital project to be registered:

Whittle Lab Modernisation and Expansion

It was requested that Paper **T/15/60** be revised to align with the revised categorisation.

3.4. Planning: planned minor works

It was noted that institutions have provided a plan for the potential minor works (less than £2m) as part of the planning round return as detailed in Paper **T/15/61**. The paper was approved by the Council of the School.

It was noted that departmental minor works applications should be submitted by the Heads of Department to the School Office.

3.5. Planning: University composition fees

At the meeting, the Council of the School approved Paper **T/15/62** which contains tables for home/EU students and overseas students for 2016-17 to 2017-18.

3.6. Planning: research forecast

The Council of the School considered the research forecast for 2015-16 to 2019-20, as detailed in Paper **T/15/63**. It was reconfirmed that the forecast should be based on 3 key drivers: sponsor profile, volume growth and overhead/indirect recovery rates.

It was noted that total overheads for the School were lower than last year, partially due to the amount of non-overhead bearing grants such as the CDTs and partially due to industrial grants recovering full economic cost rates closer to 80% rather than 100%. PR15 overhead forecasts start from a lower baseline as a consequence, with modest growth predicted in line with direct cost recovery forecasts.

3.7. Planning: chest savings

At the meeting, the Council of the School reconfirmed the School's savings strategy and the savings targets for the planning period as in Paper **T/15/64**.

3.8. Planning: chest-sourced reserves

The Council of the School approved Paper **T/15/65** which identifies the principal uses of School-wide reserves and shows how related expenditure might be phased over the next five years.

3.9. Planning: new chest allocations request

The Council of the School agreed to make requests for new allocations from 2016-17, where new income streams have been identified. Paper **T/15/66**, identifying the income streams and the size of the new allocation, was approved.

3.10. Planning: executive education finance forecast

The Council of the School approved Paper **T/15/67** which includes financial forecasts from Departments and the companies engaged in executive education.

4. Other Substantive Business

4.1. Governance of Schools, Faculties and Departments

At the meeting, it was noted that the General Board was consulting on the discussion paper on the Governance of Schools, Faculties and Departments

(Paper **T/15/68**). The preliminary discussion of the Council of the School and the comments of the Faculty Boards and Syndicate are included in Papers **T/15/69** and **T/15/70**.

The Chairman restated that the main thrust of the proposal was to have one layer of “institution” below a School. Each institution would have one person taking the responsibilities of a Head of Department. The Council of the School was supportive of this principle.

The tension implied in the paper which may exist between the Faculty Boards and the Heads of Department does not exist in the School of Technology. Faculty Boards are generally supportive of Heads of Department and there is no lack of clarity that it is the Head of Department that ultimately carries the responsibility for strategic leadership. The diversity in the membership of the Faculty Boards (elected members and student members) is valued: it also provides a forum with breadth and representation from within the Departments, leading to wider ownership of decisions. It was also noted that the Faculty Boards in the School are more inclusive in their approach with post docs, and the School would not wish to see this as a casualty of the reform.

On the whole, the School is supportive of continuation of the Faculty Boards with certain duties.

4.2. Research Committee: Terms of Reference

The Council of the School approved Paper **T/15/71** which details the revised Terms of Reference for the School’s Research Committee.

5. Straightforward business

5.1. Health and safety matters

The Departments did not raise any health and safety matters.

5.2. Risk Assessment

The Council of the School was requested to assess the risks of any of the decisions made at this meeting and no additional risk was identified.

6. *Minutes of other committees**

Needs Committee	17 November 2015	T/15/72
Graduate School Committee	16 October 2015	T/15/73

7. Any other business

There was no other business.

8. Dates of Future Meetings 2014-15

2.00 p.m. in Board Room, Department of Engineering:
Friday, 29 January 2016

2.00 p.m. in Board Room, Department of Chemical Engineering and
Biotechnology:
Friday, 04 March 2016

2.00 p.m. in Board Room, Department of Engineering:
Friday, 06 May 2016

2.00 p.m. in FW11, Computer Laboratory:
Friday, 10 June 2016