

School of Technology

Council of the School

2.00 p.m. on Friday, 3 February 2017

Board Room, Department of Engineering, Trumpington Street

UNRESERVED MINUTES

Present: Professor Richard Prager (Chairman)
Professor David Cardwell
Professor John Dennis
Professor Christoph Loch
Dr Alice Hutchings
Professor Peter Robinson
Professor Gishan Dissanaiké
Professor Stewart Cant
Professor Robin Langley
Professor Simon Guest
Ms Alexa Belsham (Undergraduate Student Representative)
Mr Erwan Rolland (Graduate Student Representative)
Dr Claire Barlow (School observer)
Dr Shui Lam (Secretary)
Mr Matt Burgess (School Finance Manager)
Ms Rachael Tuley (Assistant Secretary)
Ms Yi-Jun Lin (Administrative Secretary)

In Attendance: Ms Tracy Brooks, Ms Georgina Cannon, Mr Jonathan Dean.
Ms Joanna Chamberlain and Ms Sally Pidgeon attended for item 3.1 only.

Apologies: Professor Andy Hopper, Dame Polly Courtice, Professor Lisa Hall, Professor Ross Anderson, Professor Sir Mark Welland, Professor Andy Neely, Professor Bill Byrne, Professor Mark Blamire (School observer), Dr James Moultrie (School observer), Professor Richard Penty (School observer), Dr Mark Thompson (School observer)

The Chair welcomed the new student members, Ms Belsham and Mr Rolland to the Council of the School, and the visitors, Ms Joanna Chamberlain and Ms Sally Pidgeon to the meeting.

Declarations of interest

There was no declarations of conflict of interest.

1. Minutes

The minutes of the meeting held on 25 November 2016 were circulated with the agenda. Having noted that Professor Cardwell had sent his apologies, the minutes were approved.

1.1. Membership of the Council of the School

Paper **T/17/1** gives the membership of the Council of the School with the student representatives.

It was noted that the Council of the School had a practice of co-opting the Heads of Division in Engineering and elected Council members. Therefore, it was agreed to co-opt Professor Cant, Professor Sir Mark Welland, Professor Guest, Professor Bryne, Professor Anderson, Dr Hutchings to the Council of the School from 1 January 2017 for two years.

In addition, it was agreed to co-opt to the Council of the School

- Professor Neely, Head of Division E, from 1 January to 28 February 2017 (thereafter, Professor Neely would become Pro-Vice-Chancellor for Enterprise and Business Relations and could attend meetings of the Council of the School as appropriate), and
- Dr Minshall, Deputy Head of Division E from 1 March 2017 to 31 December 2018.

Matters arising

IDBE

The Council of the School was reminded that it has approved, via email circulation, the following:

1. the transfer of the administration of IDBE from Engineering to CISL and
2. the application to restart IDBE after one year of suspension (Paper **T/17/2**).

A letter from the Head of School setting out the case (Paper **T/17/3**) was approved as well as the application to restart the course with the programme schedule.

Chair's report

There was no Chair's report.

2. Starred items

There are no starred items.

3. Principal business

3.1. Review of the Carbon Management Plan

Ms Joanna Chamberlain and Ms Sally Pidgeon attended the meeting to discuss the opportunities and implications of the proposed carbon management plan (CMP), as summarised in Paper **T/17/4**.

Ms Pidgeon provided the background to the proposed CMP:

1. In 2005-06, the University agreed to set the carbon reduction targets in line with HEFCE's suggested targets. However, the University's total carbon emissions have been rising rather than decreasing as a result of the University's increased activities in teaching and research.
2. In 2016 the Environment and Energy Section (EES) of Estate Management commissioned consultants to inform the development of a new CMP, a draft version of which has been approved by the Environment Sustainability Strategy Committee.
3. Schools are now being consulted on the opportunities and implications on the proposed CMP.

A few key points arising from the presentation were:

1. Scope 2 emissions (arising from electricity) was the biggest proportion (accounting for 62%) of the University's total carbon emissions. Therefore, in December 2016 the Resource Management Committee endorsed further work to be done to develop a process of recharging the full cost of the University's electricity consumption to departments from 2018-19. The Electricity Incentivisation Scheme has been stopped with immediate effect.
2. Funding could be sought from the Energy and Carbon Reduction project to invest in building improvements and equipment replacements to reduce carbon emissions.
3. Ms Pidgeon would attend the next meeting of the School Departmental Administrators to discuss carbon reduction opportunities with them.

During the discussion, the following observations were made:

1. In view of the University's wish to remain a global University, was it logical to set the 25% reduction target on business air travel emission per capita by 2025? Ms Pidgeon commented that the plan was aimed at

supporting rather than restricting activities in the University, such as supporting alternative ways of communicating using video conferencing.

2. Running an energy-intensive wind tunnel to research into jet aircraft could lead to greater fuel efficiency which would benefit the aviation industry. The wider benefit of the research is not accounted for the University's total emissions.

Ms Pidgeon agreed that research activities should not be penalised. She cited the example of the introduction of low energy freezers in which low energy options could be used to support research activities. It was also noted that budgets would be devolved to enable departments to meet costs charged, most likely in line with existing usage levels; therefore existing research activities would not be penalised.

It was agreed that the EES should interact with the Engineering's Energy Group to discuss how they could learn from, build on and support academic activity to further develop the specific carbon reduction measures.

Ms Chamberlain and Ms Pidgeon were thanked for their contributions and left the meeting.

3.2. Master of Accounting

At the meeting, it was reported that the Faculty Board of Business and Management has recommended the establishment of a new a two-year, part time degree, Master of Accounting (MAcc), as in Paper **T/17/5**, to commence in 2017-18. The assumed fee level (to be confirmed later) would be £49k over two years, with an initial student intake of 30, growing to 60 in steady state. The proposal has been considered and approved by the Graduate School Committee on 20 January 2017.

Professor Loch reported that the proposal was considered by the JBS Advisory Board last week, which also supported the proposal. Market analysis showed this as an important area for development and the big 4 accounting companies might sponsor the course by sending students.

For its part, the Council of the School approved the proposal as detailed in Paper **T/17/5**.

4. Other Substantive Business

4.1. RAM Review Developments

Paper **T/17/6** is the report of the University's RAM Review Working Group, which was discussed at the RMC in December 2016. The RMC approved the proposal that Method 2, as outlined in the paper, be explored further. If adopted, this would lead to RAM income and cost streams becoming more real for schools and departments, with some allowance for continued cross-funding

between activities. Such an approach should lead to greater incentives for generating the income required to cover costs for each school and is therefore supported by the School of Technology.

At the meeting the Council of the School noted the paper. Some members were concerned that there was no incentive in place to reduce financial loss. It was also pointed out that the cross-subsidy across Schools amounted to 2.5% but the contribution to central services was close to 25%, and therefore it was important to make central services much more efficient.

4.2. Actual RAM 2015-16

Paper **T/17/7** shows draft school outcomes in the 2015-16 Actual RAM, and the proposed RDM allocations for 2017-18, which are derived from it. The Council of the School was informed that the new recurrent allocation from August 2017, about £200k, was lower than the level received in previous years, partially because of HEFCE funding changes and partially because of an unfavourable change in the home / overseas mix of students in 2015-16.

5. Straightforward business

5.1. HR Briefing

The Council of the School noted the HR Briefing paper (**Paper: T/17/8**). The HR Business Manager drew attention to the work of the Harassment Avoidance Working Group.

5.2. Health and safety matters

No health and safety matters were raised.

5.3. Risk Assessment

The Council of the School did not add any risk to the School Register noting that the JBS would monitor the risks associated with the Master of Accounting in their departmental risk register.

6. *Minutes of other committees**

Needs Committee	24 January 2017	T/17/9
Graduate School Committee	20 January 2017	T/17/10

7. Any other business

There was no other business.

8. Dates of Future Meetings 2016-17

2.00 p.m. in FW11, Computer Laboratory:
Friday, 10 March 2017

2.00 p.m. in Board Room, Department of Engineering:
Friday, 12 May 2017

2.00 p.m. in Board Room (West Cambridge site), Department of Chemical
Engineering and Biotechnology:
Friday, 16 June 2017