

School of Technology

Council of the School

2.00 p.m. on Friday, 16 June 2017

**Board Room (West Cambridge site),
Department of Chemical Engineering and Biotechnology**

UNRESERVED MINUTES

Present: Professor Richard Prager (Chairman)
Professor John Dennis
Dame Polly Courtice
Professor Ross Anderson
Dr Alice Hutchings
Professor Peter Robinson
Professor Stewart Cant
Professor Robin Langley
Professor Simon Guest
Dr Tim Minshall
Ms Alexa Belsham (Undergraduate Student Representative)
Dr James Moultrie (School observer)
Dr Shui Lam (Secretary)
Mr Matt Burgess (School Finance Manager)
Ms Yi-Jun Lin (Administrative Secretary)

In Attendance: Ms Tracy Brooks

Apologies: Professor David Cardwell, Professor Andy Hopper, Professor Christoph Loch, Professor Lisa Hall, Professor Gishan Dissanaiké, Professor Sir Mark Welland, Professor Bill Byrne, Mr Erwan Rolland (Graduate Student Representative), Professor Mark Blamire (School observer), Dr Claire Barlow (School observer), Professor Richard Penty (School observer), Dr Mark Thompson (School observer), and Ms Rachael Tuley (Assistant Secretary)

Declarations of interest

Dr Hutchings declared interest in item 4.2 in that she was a member of the Review Committee.

1. Minutes

The unreserved minutes of the meeting held on 12 May 2017 were approved.

Matters arising

There were no matters arising other than those minuted here.

Chairman's report/Departmental updates

There was no Chair's report.

2. Starred items

The starred items were approved.

3. Principal business

3.1 Department of Computer Science and Technology

It was reported that at the meeting on 2 May 2017, the Faculty Board of Computer Science and Technology considered and approved a proposal to change the name of "The Computer Laboratory" to "The Department of Computer Science and Technology", see Paper **T/17/35**.

Having been reassured by the detailed consideration of the proposal by the Faculty Board of Computer Science and Technology and having considered the merit of the proposed change, the Council of the School agreed to endorse the proposal and recommend it to the General Board for approval.

3.2 CISL Accommodation

At the meeting, it was reported that the CISL would like to seek endorsement of a proposal (see Paper **T/17/36**) to occupy the building at 1 Regent Street, currently used by Cambridge Assessment (CA) when CA moves to the Triangle Site.

It was commented that the current accommodation of CISL was less than ideal with the staff being located in three different houses, and which are inadequate for CISL's current operation and do not meet the requirements of CISL's planned growth. CISL has been actively fund-raising for the past six months and is in discussion with at least one donor with the potential of funding the refurbishment of the whole of 1 Regent Street on the condition that the building would be available for CISL's planned activities. The proposal has been considered and approved by the Management Board of CISL on 8 June 2017.

In response to questions from the Council of the School, the Director of CISL was confident that the institute could pay the rent for the building which was

based on the RAM charges, although the donor is willing to guarantee part of the future rent payments and operational costs for a period of five years.

The Council of the School warmly endorsed the proposal and agreed to recommend it to the relevant central bodies.

3.3 MPhil in Biotechnology

At the meeting, it was reported that the Department of Chemical Engineering and Biotechnology would like to introduce a PGT MPhil in Biotechnology from October 2018. The CEB Syndicate approved the proposal on 25 May 2017, and the Technology Graduate School Committee on 2 June 2017, having given feedback on the proposal at an earlier meeting in May 2017. Documentation relating to the proposed M.Phil. in Biotechnology is enclosed as Paper **T/17/37**.

Having noted the detailed discussions at the two meetings of the Graduate School Committee, the Council of the School agreed to approve the proposal for its part, subject to the two conditions specified by the Education Committee.

3.4 Maxwell Centre

At the meeting, it was reported that the School has received papers **T/17/38** and **T/17/39** from the Maxwell Centre, setting out a proposed business model for the Maxwell Building and ideas for a Materials for Energy Efficiency Group (MEEG).

The School has received feedback on these documents, from departmental Research Offices and the Needs Committee, summarised in Paper **T/17/40**.

Questions were raised as to whether the University was subsidising the proposed rental charge because it appeared to be approximately half or a third of the market rent for good quality wet laboratory spaces. It was suggested that there should be a process of checking the realistic level of the market rent using “Zoopla” or “Right Move” before the rental value is decided. If the relevant committee would like to subsidise the rent, it should be a conscious decision based on correct information.

The Council of the School approved Paper **T/17/40** which the Secretary will use, together with the comments from the discussion, to form the basis for the School’s response to the Maxwell Steering Committee.

It was hoped that the feedback from the School was helpful in improving the proposal.

4. Other Substantive Business

4.1 UEF allocations 2017-18

Further to discussions regarding new allocations and savings for 2017-18 at the last meeting of the Council of the School, Paper **T/17/41** has been prepared, showing detailed departmental UEF allocations for 2017-18. This is, of course, subject to approval of the Grace of the Budget Report 2017-18 (Paper **T/17/42**).

Proposed allocations for 2017-18 were approved by the Council of The School, ready for budget upload, once the University's Grace of the Budget Report 2017-18, is approved.

4.2 Review of Governance

It was reported that the Council has commissioned a review of the University's governance, focussing on three topics: membership of the Regent House, the membership of the Council, and Discussions. Further information is available in the Council's Notice here:

<http://www.admin.cam.ac.uk/reporter/201617/weekly/6464/section1.shtml#heading2-7>

As part of an initial information-gathering exercise, comments are invited on the three areas to be covered by the review. It was noted that individual contributions from members of the University were welcome (responses to governance-review@admin.cam.ac.uk by Friday, 28 July 2017).

5. Straightforward business

5.1 Interdisciplinary Research Centres

According to the Memorandums of IRCs, the minutes of the meetings of the IRC Steering Groups should be made available to the Councils of the Schools.

The Council of the School agreed that such available minutes be circulated to the meetings of the School Research Committee for information.

5.2 HR Briefing

The HR Business Manager reported on further developments on HR initiatives in Paper **T/17/43**:

- Academic career paths consultation: A significant amount of feedback has been provided by institutions to Sarah Botcherby in response to the

consultation document summarising the proposals for a new academic career pathway model to replace the current senior academic promotions scheme and probation arrangements. The feedback would be considered in more detail over the summer.

- Whistleblowing Policy: The University's Public Disclosure Policy ('Whistleblowing' Policy) has been updated following a review conducted by Human Resources and Legal Services as an outcome recommended by the University's Audit Committee. Subject to approval of the HR Committee, the updated policy would be considered by the Partnership Working Group (PWG) for implementation at the start of Michaelmas term 2017.
- Benefits Survey: A survey will shortly be launched to staff across the University asking for views and feedback on the benefits available at the University of Cambridge. This work is being conducted by the Reward Team in conjunction with work being undertaken on the University's overall Reward Strategy.

6. *****Minutes of other committees**

Needs Committee	06 June 2017	T/17/44
Graduate School Committee	9 May 2017	T/17/45

Action: to note

7. **Risk Assessment**

The Council of the School assessed the risks associated with the decisions made at the meeting and agreed not to add any item to the Risk Register.

8. **Any other business**

There was no other business.

9. **Dates of Future Meetings 2017-18**

2.00 p.m. in Board Room, Department of Engineering:
Friday, 20 October 2017

2.00 p.m. in Room W2.01, Judge Business School:
Friday, 24 November 2017

2.00 p.m. in Board Room, Department of Engineering:

Friday, 02 February 2018

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

Friday, 09 March 2018

2.00 p.m. in Board Room, Department of Engineering:

Friday, 11 May 2018

2.00 p.m. in FW11, Computer Laboratory:

Friday, 15 June 2018