

Cochrane Council

Agenda

Teleconference 27 June 2019

12:00-13:30 UK time

MEMBERS:

Agustin Ciapponi (Authors)
Lotty Hooft (Centres/Associates)
Erik von Elm (Centres/Associates)
René Spijker (Cochrane Information Specialists)
Maria-Inti Metzendorf (Cochrane Information Specialists)
Graziella Filippini (Co-ordinating Editors)
Robert Dellavalle (Co-ordinating Editors)
Craig Lockwood (Fields: **Co-Chair**)
Miranda Langendam (Methods Groups: **Co-Chair**)
Yemisi Takwoingi (Methods Groups)
Sara Yaron (Consumer Network)
María Ximena Rojas Reyes (Authors)
Gail Quinn (Managing Editors)
Stefano Negrini (Fields)

APOLOGIES

Liz Dooley (Managing Editors)

Central Executive Team support

Veronica Bonfigli (Governance Officer)
Lucie Binder (Senior Advisor to the CEO)
Chris Champion (Head of Membership, Learning and Support Services)



Date: 27 June 2019

	ITEM	INTRODUCED BY:	PURPOSE:
1.	Welcome, Apologies and Approval of Agenda. Welcome to Stefano Negrini	Council Co-Chairs	For information
2.	Matters and Actions Arising not otherwise covered by the Agenda	Co-Chairs	For information and discussion
3.	Approval of the Minutes from the May teleconference on May 8 th 2019	Members	For approval
4.	Review of the status of the actions arising from the May teleconference	Co-Chairs	For information
	Updates		
5.	Code of conduct update	Craig Lockwood	For discussion
6.	Chile Colloquium update: Meet and Greet Session	Lucie Binder	For information
7.	Authors' survey update	Chris Champion	For information
8.	Cochrane affiliation update	Geo-groups reps	For information
9.	Any Other Business – Council Only	All members	For discussion

Action Items from the 8th May teleconference

Summary of Actions requested during the meeting

Agenda Item	Action
2.	Lucie to check if the Colloquium registration would be covered by the budget set aside for the Council.
2.	Veronica Bonfigli to circulate an email to members providing info on the logistics for the Colloquium; Veronica to also send out outlook calendar invites for the Council's meeting at the Colloquium.
3.	Veronica to edit the minutes and publish them on the website.
3.	The Council Co-Chairs to prepare a summary of the Krakow meeting and send it to Veronica and Lucie to publish on the website.
4.1.	Miranda to check with Erik and Lotty if they wanted to keep the Cochrane affiliation topic as an agenda item for the Council to discuss at the next teleconference and as a topic for the Council's future work.
4.2.	Chris Champion and the Council Co-Chairs to put together a summary of what was discussed during the Council Co-Chairs/SMT catch up in terms of future steps for the PLS to make people aware of the work that had been done and was planned to be done in the future.
4.3.	The Co-Chairs to circulate a summary of the results conducted using the feedback from the Code of Conduct session in Krakow.
4.4	Chris Champion to circulate to the Council the survey questions to authors which will be published by the end of the month.
4.4	Miranda to send Rene an email to check the status of the paper and check with him his plan of action to present to Council first and then to the Board. The plan would need to specify the members' involvement.
4.4	Council to review the recommendations that the SMT had outlined in their paper in response to the Council's authors paper.

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- 4.5 **Miranda to circulate a revised draft of the terms of reference to Council for feedback.**
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- 4.6 **Maria-Inti to put together a paper that analyses examples of funding in organizations like Cochrane.**
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- 4.6 **Miranda to ask Rene Spijker to clarify what he meant with the term “governance plan”.**
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- 4.6 **Rene’ Spijker to send members a publicly available governance plan.**
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