

## Cochrane Council

### Agenda

Teleconference 4 December 2019

11:00-12:30 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**)  
Rachel Plachcinski (Consumer Network)  
Helen Bulbeck (Consumer Network)  
María Ximena Rojas Reyes (Authors)  
Gail Quinn (Managing Editors)  
Stefano Negrini (Fields)  
Liz Dooley (Managing Editors)

#### APOLOGIES

Yemisi Takwoingi (Methods Groups)  
Veronica Bonfigli (Governance Officer)

#### Central Executive Team support

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



Date: 4 December 2019

	ITEM	PURPOSE:
1.	Welcome, apologies, absent and approval of Agenda	For information
2.	Matters and actions arising not otherwise covered by the Agenda	For information and discussion
3.	Review of the Action Items from previous teleconferences and the Santiago informal meeting	For information and discussion
4.	Draft Conflict of Interest policy [attachment]	For discussion
5.	Communication document	For information and discussion
6.	Updates from the Groups	For information and discussion
7.	Updates from CET: Review of the execs and Author survey	For information
8.	Council Membership Constituency changes	For discussion
7.	AOB	For discussion
8.	Council Only Time	For discussion

## Action Items from the Santiago Informal Meeting Notes

### Summary of Actions requested during the meeting

Agenda Item	Action
2.	<b>Council Co-Chairs to check with Karen if support to KT was still needed</b>
2.	<b>Council to provide feedback to Craig Lockwood on the communication document.</b>
2.	<b>Once the paper was finalised, Craig Lockwood to work with Muriah Umoquit to improve the Council's visibility on social media and to find a feasible solution to involve authors and receive feedback from them.</b>
3.	<b>Council to work with Muriah Umoquit to improve and update the webpage of the Council on Cochrane.org</b>
3.	<b>Following the authors' survey, MEs and Authors to perform a scoping exercise to identify the issues that affect authors; MEs' and Authors' rep to then establish a working party to address these issues together with the CET and to feedback to Council at the Manchester Governance Meetings.</b>
3.	<b>Council Co-Chairs to circulate the new terms of reference for comments.</b>
3.	<b>Veronica Bonfigli to review the timings of the Council meetings in 2020.</b>