



Council Meeting Minutes

Wednesday 1 June 2021 – Videoconference

MEMBERS ATTENDING:

1. Vanessa Jordan (Authors)
2. Agustin Ciapponi (Authors)
3. Robert Dellavalle (Co-ordinating Editors: **Incoming Co-Chair**)
4. Ndi Euphrasia Ebai-atuh (Consumer Network)
5. Rachel Plachcinski (Consumer Network)
6. Jo Morrison (Co-ordinating Editors)
7. Craig Lockwood (Fields: **Outgoing Co-Chair**)
8. Stefano Negrini (Fields: **Incoming Co-Chair**)
9. Lotty Hoofstede (Geographic Groups Directors)
10. Erik von Elm (Geographic Groups Directors)
11. René Spijker (Information Specialists)
12. Maria-Inti Metzendorf (Information Specialists)
13. Liz Dooley (Managing Editors)
14. Gail Quinn (Managing Editors)
15. Miranda Langendam (Methods Groups: **Outgoing Co-Chair**)
16. Sarah Nevitt (Methods Groups)
17. Silvia Minozzi (Methods Groups)
18. Ahmad Sofi-Mahmudi (Early Career Professionals Network)
19. Santiago Castiello de Obeso (Early Career Professionals Network)

NON-VOTING GUESTS:

CENTRAL EXECUTIVE TEAM ATTENDING:

20. Lucie Binder (Head of Governance and Strategy)
21. Veronica Bonfigli (Governance Officer and Minute-taker)

GOVERNING BOARD MEMBERS ATTENDING:

22. Tracey Howe, Governing Board Co-Chair
23. Catherine Marshall, Governing Board Co-Chair

APOLOGIES:

24. Chris Champion (Head of People Services)

Summary of Actions requested during the meeting

- **ACTION: Liz Dooley to start a conversation via email on how to tackle the work on the Review of the Execs following Lucie's response.**
- **ACTION: Members to contact the Co-Chairs if interested in joining a working group.**
- **ACTION: Council Co-Chairs to complete Council's response on the preparation for the 2021 strategic sessions and circulate to the Council email list for sign-off before submitting it to the Senior Management Team.**

Standing actions from the previous meeting (14th April)

4. 14 April 2021	Council Co-Chairs to circulate to Council the key issues discussed at the Board and Council Co-Chairs' catch-ups in a bullet-point format.	STANDING
4. 14 April 2021	Council Co-chairs to consider with the Board Co-Chairs how to improve engagement between the Board and the Council.	ON-GOING
7. 14 April 2021	A joint sub-committee made up of Board and Council members to be established to consider the nominations/awards of the new membership types.	ON-GOING

1. Welcome, Apologies, Declarations of Interest for this meeting

Miranda Langendam was in the Chair. She opened the meeting and welcomed everyone. Chris Champion had sent his apologies.

She asked if members wished to declare any conflict of interest. Tracey Howe declared that she was attending as Co-Chair of the Board, but she was also the Director of the Global Aging Field; she would be speaking on behalf of the Governing Board.

ACTION: Liz Dooley to start a conversation via email on how to tackle the work on the Review of the Execs following Lucie's response.

1.1 Welcome to Silvia Minozzi, incoming Methods Group representative

The Chair welcomed the new Council members: Silvia Minozzi, new Methods representative; and the two new Early Career Professionals representatives: Santiago Castiello de Obeso and Ahmad Sofi-Mahmudi.

2. Approval of the Agenda

The Agenda was approved.

Liz Dooley proposed to resume conversations about the Review of the Group Executives following the Senior Management Team's response; she would start a conversation via email with some ideas to take the work forward.

It was agreed that the Council could work more on living documents through email rather than at meetings only as a principle.

3. Approval of the Minutes from the 14th April teleconference

The Minutes from the 14th April teleconference were approved.

3.1 Review of Actions

The Chair went through the action points from the last meeting.

4. Council membership of organizational working groups: members' updates:

4.1 Diversity and inclusion programme working group

Tracey Howe explained that this working group had been brought together to take the diversity and inclusion program of work forward, looking across all aspects of the organisation. The first part was a listening exercise across the organisation to hear people's views around diversity and inclusion. The working group had been set up and would be meeting for the first time in the week commencing 7 June and an organisation had been contracted to perform a listening and learning exercise. She welcomed members to take Miranda Langendam's seat on the working group since she would be stepping off the Council.

Members were invited to put their name forward to replace Miranda on this group.

4.2 Colloquia, Meetings and Events working group

Catherine Marshall explained the group was currently focussed on exploring how to make the virtual connections at virtual meetings engaging, using the platform Hopin. The goal was to maintain the "Cochrane" connection at events while being at home.

4.3 Editorial Integrity and Efficiency Project working group

Vanessa Jordan and Sarah Nevitt reported that the last meeting the group had looked at the five Cochrane Review Groups taking part in the pilot project, focussing in particular on how to avoid duplication of effort between Review Groups.

4.4 Cochrane Membership approval working group/committee

This group was in the process of being established.

4.5 Monitoring and Evaluation working group

Bob Dellavalle reported that the working group had not recently met.

Lucie Binder added that following the decision to delay the completion of the Strategic Framework, the work on the first draft of the Monitoring and Evaluation framework had been put on hold as the two things were interrelated.

The Chair invited new members to let the new Co-Chairs know if they were interested in joining any working groups.

ACTION: Members to contact the Co-Chairs if interested in joining a working group.

Craig Lockwood took over the Chair at this point.

5. Governing Board Co-Chairs' update

Catherine Marshall and Tracey Howe thanked outgoing Co-Chairs Craig Lockwood and Miranda Langendam for their service. They provided the following updates:

- **Interim Chief Executive Officer (CEO):** Judith Brodie would be joining Cochrane as interim CEO for a period of six months. The Board Co-Chairs would agree with Judith her objectives and the priorities of her appointment. Communication both within the Community and with external agencies would be one of the key areas to focus on. Funding of Cochrane groups and Cochrane's activities would be the other important area of work to prioritise.
- **Editor in Chief:** Karla Soares-Weiser's focus was now back on the Editorial Integrity and Efficiency Project.
- **New Strategic Framework:** The draft new organizational Strategic Framework had been impacted by the pandemic, so it would be reviewed.

The Chair opened the floor for questions.

Tracey Howe explained that money from the royalties of the Cochrane Library could diminish once all Cochrane Reviews were made Open Access by 2025 at the latest, but the organization would be working to diversify its funding model and product offering to replace potential losses.

6. Council input on the 2021 Governance Meeting strategic sessions, 22/24 June:

6.1 and 6.2 Initial discussion of Executive feedback on the questions:

Lucie Binder explained that 2021 would be the second year in a row that the Governance Meetings would be held virtually. The strategic sessions would take place on 22 and 24 June after a series of business meetings of the Executives had taken place. Three questions had been brought to the agenda of the Group Executives' business meetings to inform the discussion at the strategic sessions. The Executives had been invited to suggest any further items for discussion at the strategic sessions.

Feedback from the Executives included:

- Cochrane's response to the COVID-19 pandemic had demonstrated the organization's ability at least in the short term, to be responsive, rapid, and targeted in evidence production.
- The pandemic provided groups and members with different opportunities for collaborating and working together in new ways. These new ways of working and supporting structures though were unsustainable in the long-term.
- There was uncertainty on funding following the Open Access agenda.
- It was stressed how much work had been done by groups on the new Strategic Framework.
- The proposed three main topics for the Strategic sessions on the 22nd and 24th of June broadly covered most of the topic areas of interest to the Executives and the Board but the session on the Editorial, Independence and Integrity project needed to include considerations on priority setting and also question how to attract and keep people interested in the organization;
- Valuing diversity was an important topic.

ACTION: Council Co-Chairs to complete Council's response on the preparation for the 2021 strategic sessions and circulate to the Council email list for sign-off before submitting it to the Senior Management Team.

7. Handover of Co-Chairship from Miranda and Craig to Stefano and Robert (Bob)

Miranda Langendam and Craig Lockwood handed over the Co-Chairship to Stefano Negrini and Robert Dellavalle, new Co-Chairs as of 1st June 2021. They thanked Council members and members of the Central Executive Team for their work, confidence, and support.

7.1 Formal thanks to Miranda and Craig

Stefano Negrini took over the responsibility to chair the rest of the meeting. He asked for a round of applause to thank Miranda and Craig for their work, and he explained the key element of his and Robert's focus for the Council moving forward would be to increase the communication and collaboration between the Council, Governing Board, and Central Executive Team

8. Any Other Business

There was no other business.

8.1 Proposal for an additional Council teleconference with Karla Soares-Weiser and Toby Lasserson for a date between 14 June and 9 July

An additional call to discuss the current challenges associated with Review Group funding, Open Access publishing, the current production model, and the need for a new evidence synthesis model for Cochrane would be arranged.

9. Date of next meetings (GMT):

- Additional call with Karla Soares-Weiser in mid-July
- 6 October 2021
- 1 December 2021

10. Closed session (Council members only)

The Board Co-Chairs, Lucie Binder and Veronica Bonfigli left the meeting. Council members convened in Council Only time.

-----MEETING END-----

APPROVED