



Cochrane Council

Meeting by videoconference

14 September 2022, 14:15-16:00 GMT+1

AGENDA

<https://community.cochrane.org/organizational-info/people/cochrane-council/agendas-and-minutes>

MEMBERS ATTENDING:

1. Robert Dellavalle (Co-ordinating Editors & **Co-Chair**)
2. Jo Morrison (Co-ordinating Editors)
3. Santiago Castiello de Obeso (Early Career Professionals Network)
4. Ahmad Sofi-Mahmudi (Early Career Professionals Network)
5. Montserrat Conde (Fields)
6. Stefano Negrini (Fields & **Co-Chair**)
7. Ndi Euphrasia Ebai-atuh (Consumer Network)
8. Vanessa Jordan (Authors)
9. Luis Garegnani (Incoming: Geographic Groups Directors)
10. Erik von Elm (Geographic Groups Directors)
11. Valerie Wells (Information Specialists)
12. René Spijker (Information Specialists)
13. Silvia Minozzi (Methods Groups)
14. Cinzia Del Giovane, (Methods Groups)
15. Gail Quinn (Managing Editors)

NON-VOTING ATTENDEES:

16. Tracey Howe, Governing Board Co-Chair
17. Catherine Marshall, Governing Board Co-Chair
18. Catherine Spencer, Chief Executive Officer
19. Karla Soares-Weiser, Editor in Chief
20. Roma Grant, Interim Head of Governance
21. Chris Champion, Head of Engagement, Learning & Support
22. Veronica Bonfigli, Administrative Officer

APOLOGIES RECEIVED:

Liz Dooley (Managing Editors)
Jack Nunn (Consumer Network)

The Council aims to ensure that Cochrane Groups retain an effective voice in Cochrane's leadership and strategic decision-making. The purpose of the Council is to provide:

- A forum for Cochrane Groups to consider high-level matters affecting Cochrane as a whole;
- A mechanism to raise matters and provide input to the Governing Board on behalf of Cochrane Groups and members; and
- A forum to consider matters at the request of the Board and inform Board deliberations.

The following constituencies are represented by two seats each on the Council:

- Author Forum
- Co-ordinating Editors board
- Consumers Executive
- Early Career Professionals Network
- Fields Executive
- Geographic Group Directors Executive
- Information Specialists Executive
- Managing Editors Executive
- Methods Executive

Declarations of Interest:

Council members must declare conflicts of interest related to their role on the Council, which are published on the Cochrane Community website and are updated annually or when circumstances change: <https://community.cochrane.org/organizational-info/people/conflict-interest/council>. Participants at Council meetings are also required to declare any possible material interests that could give rise to conflict in relation to any item under discussion at the start of each meeting. All interests so disclosed are recorded in the minutes. Conflicted members may be required to absent themselves from all or part of the discussion of the matter at the discretion of the chair of the meeting.

Use of a Consent Agenda:

A consent agenda groups the routine, procedural, informational and self-explanatory non-controversial items typically found in an agenda. These items are then presented to the Council in a single item, allowing anyone to request that a specific item be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

Consent agendas are used because they help streamline meetings and allow the focus to be on substantive issues. Not all agendas will have Consent Agendas – it depends on the papers under discussion.

Use of Live Captions on Zoom

Once the meeting has started, you can turn on the Live Captions by clicking on **CC Live Transcript** and then on **Enable Auto-Transcription** on the main Zoom toolbar at the bottom of the screen.

Council priorities for 2022:

- 1) Support the operationalization of plans to restructure the organization under the *future of evidence synthesis* program of work and ensure the voice of Cochrane Groups is heard as this work is progressed.
- 2) Reconsider the Council's own role, representation, and terms of reference in light of the changes to the organizational structure.
- 3) Deliver a set of organizational values for Governing Board approval. **PAUSED**
- 4) Improve Council communications to Cochrane Groups and the wider community.
- 5) Contribute to the strategy to deliver Open Access to Cochrane Reviews whilst maintaining the financial sustainability of Cochrane Groups and the Charity.

Estimated time (mins)	AGENDA:		
	ITEM	INTRODUCED BY:	PURPOSE:
15'	COFFEE (OPTIONAL)		
10'	OPENING BUSINESS:		
	1. Welcome, Apologies, Declarations of Interest for this meeting. <i>Thank you to Lotty Hooft and Welcome to Luis Garegnani, new Geographic Group representative.</i>	Council Co-Chairs	For information
	2. Approval of the Agenda		For approval
	3. Approval of the minutes from 16 May 2022 meeting		For approval
	4. Council Co-Chair Report [VERBAL REPORT] Including: 4.1. Board and Council Co-Chair matters		For information and discussion
	SUBSTANTIVE BUSINESS:		
10'	5. 2022 COUNCIL PRIORITY 1: Support the operationalization of plans to restructure the organization under the <i>future of evidence synthesis</i> program of work and ensure the voice of Cochrane Groups is heard as this work is progressed. <ul style="list-style-type: none"> - Report from the Editor in Chief [VERBAL REPORT] - Discussion of issues raised in Council constituency reports From Martin Buttle via Jo Morrison: It would be good to know how the Council plans to support the CEO and Editor-in-Chief in implementing the changes. A short document from Council, setting all this out would be really helpful please.	Karla Soares-Weiser	For discussion
15'	6. 2022 COUNCIL PRIORITY 2: Reconsider the Council’s own role, representation, and terms of reference in light of the changes to the organizational structure. <ul style="list-style-type: none"> - Proposals for Council Roadmap [PAPER TO FOLLOW] 	Roma Grant	For discussion
5'	7. 2022 COUNCIL PRIORITY 3: Deliver a set of organizational values for Governing Board approval. <ul style="list-style-type: none"> - Update [VERBAL REPORT] 	Catherine Spencer	For information

15'	8.	2022 COUNCIL PRIORITY 4: Improve Council communications to Cochrane Groups and the wider community. <ul style="list-style-type: none"> - 30th Anniversary Awards - Plans for improving internal communications [VERBAL REPORT] - Opportunities to be featured in Cochrane social media 	Catherine Spencer Tracey Howe	For information / discussion
10'	9.	2022 COUNCIL PRIORITY 5: Contribute to the strategy to deliver Open Access to Cochrane Reviews whilst maintaining the financial sustainability of Cochrane Groups and the Charity. <ul style="list-style-type: none"> - Update 	Karla Soares-Weiser	
10'	10.	Cochrane meetings 2022/23 <ul style="list-style-type: none"> - Board Development Barcelona – October - AGM – October - Colloquium 2023 - 30th Anniversary celebrations [VERBAL REPORT] 	Roma Grant Chris Champion Catherine Spencer	For information
10'	RECURRING BUSINESS:			
	11.	Constituency Reports: <ul style="list-style-type: none"> - Discussion of issues identified not otherwise covered by the Agenda 	All members	For information and discussion
	12.	Any Other Business:	Council Co-Chairs	For discussion
	13.	Date of next meeting: Informal meeting on 5 October 2022 14.15-16.00 [GMT+1]	Council Co-Chairs	For information
10'	COUNCIL ONLY TIME			

Supporting Papers:

1) AGENDA ITEM 3: Council minutes:

<https://community.cochrane.org/organizational-info/people/cochrane-council/agendas-and-minutes>

2) AGENDA ITEM 4: Council constituency reports:

Constituency Reports:

Constituency	Report received?	Council paper
Author Forum	✓	
Co-ordinating Editors Board	-	
Consumers Executive	-	
Early Career Professionals Network	-	
Fields Executive	-	
Geographic Group Directors Executive	-	
Information Specialists Executive	-	
Managing Editors	-	
Methods Executive	Nothing to report	

