

# Cochrane Steering Group Minutes

Teleconference: 29<sup>th</sup>/30<sup>th</sup> June 2016

## Present:

Lisa Bero (Co-Chair), Cindy Farquhar (Co-Chair), Alvaro Atallah, Martin Burton, Karin Dearness, Marguerite Koster, Anne Lyddiatt, Michael Makanga, Joerg Meerpohl, Mona Nasser, Holger Schünemann (Item 3 onward), Liz Stovold.

Mark Wilson (Chief Executive Officer), David Tovey (Editor in Chief), Miranda Cumpston (Head of Learning & Support).

## Apologies:

Catherine Marshall, Denise Thomson, Mingming Zhang.

## 1. Welcome, Apologies, Declarations of interest, approval of the agenda, correspondence

Members welcomed Michael Makanga to his first meeting of the Steering Group.

## 2. Approval of the minutes of the CSG meeting on 7-8th April, in London

**Decision: The CSG members approved the Minutes of the CSG meeting on 7-8 April 2016.**

## 3. Canadian Funding Update

Holger provided an update on continuing efforts to secure future funding for Cochrane Canada Groups. The CSG expressed ongoing support for the work of Cochrane Canada.

## 4. Structure & Function Update

Mark informed CSG members that two series of webinars were being held with the Cochrane community to set out and explain the Structure & Function proposals developed since the CSG decisions made at its meeting in London in April. The first series, led by David focusing on proposed changes to Cochrane Review Group, had already begun. The second series, led by Mark on proposed changes to Centres, Branches and Networks, would begin in July.

David reminded CSG members that the initial Structure & Function changes affecting Review Groups are focused on improving the Cochrane Library through a new, smaller Editorial Board; a reformed editorial process; and a new structure of thematic hubs. He took CSG members through the presentation of the latest proposals and invited CSG members to feed back any comments, suggestions and questions to him in the coming weeks. Following further consultation, it is planned to submit a much more detailed proposal to the CSG meeting at the Seoul Colloquium in October 2016.

**Action: CSG members to give feedback on the current outline of the structure and function proposals, including the structures, time scales and approach to introducing the changes.**

**Action: CSG members to encourage their constituent groups to actively consider this proposal and participate in the consultation webinars.**

## 5. Governance Reform

### 5.1. Articles of Association

Lisa presented the section of the paper relating to draft changes to Cochrane's Articles of Association.

**Decision: To retain the legal name of 'The Cochrane Collaboration' in the Articles of Association, although our public branding will continue to use the name 'Cochrane'.**

**Decision: To support remaining changes to Cochrane's Articles of Association, as outlined in the consultation draft.**

**Action: The Central Executive team (CET) to proceed with public consultation on the draft Articles of Association.**

## 5.2. Cochrane Council

Karin presented the section of the paper relating to a proposed structure for a Cochrane Council, which was drafted at the request of the Cochrane community after the Mid-Year Meetings. Members discussed a range of options for communication and representation between the Board and the Council, and for the structure of the Council. Members noted that the proposal was a draft for consultation, and that the structure should be flexible to change over time to reflect changes in Cochrane's structure and perhaps other stakeholder groups.

- Decision:** That the members of the Council attending Board meetings should have observer status.
- Decision:** That funding should be provided to support a face-to-face meeting of the Council each year.
- Action:** CSG members to provide any further feedback to the CSG Governance Reform Working Group.
- Action:** The CSG Governance Reform Working Group to incorporate CSG feedback into the draft, and further refine the options proposed for communication between the Council and the Board.
- Action:** The CET to proceed with public consultation on the revised draft structure of the Council.

## 6. Any Other Business.

No other business was raised.

**Teleconference of the  
Cochrane Steering Group  
Wednesday 29<sup>th</sup> June 2016**

**Agenda**

*To be held via GoToMeeting*

1. **Welcomes, apologies, declarations of interest, and approval of the agenda.**
2. **Approval of the minutes of the CSG meeting on 7-8<sup>th</sup> April, in London.**
3. **Canadian Strategic Funding Update.**
4. **Structure & Function Update.**
5. **Governance Reform – [RESTRICTED ACCESS].**
6. **Any other business.**