



DOCUMENTATION SUBCOMMITTEE

Meeting name/purpose	Documentation subcommittee meeting		
Date	07.12.2021	Time	09.00 - 12.00 CET
Location	Online via Zoom (due to Covid-19 pandemic travel restrictions)		
Attendees	Corinne Charroin Daniela Hacke Evi Hartmann Isabella Leese Christa Raak Beate Schleh Margaret Wyllie	Apologies	Rienk Stuut
Moderator	Evi Hartmann	Minutes	Margaret Wyllie

AGENDA

Item	Time	Agenda topic	Presenter
1		Welcome & approval of minutes of previous meeting	Evi
2		Reports from member libraries	All
3		ECH Council – feedback from meetings	Margaret
4		Current Journals list	Evi
5		Dissertations & Theses	All
6		IGHDR update	Margaret
7		Link List	Rienk
8		Website – a) Lit Searching: Caroline's ppt b) shared files	Christa, Daniela Margaret
9		Updating homeopathic terminology	Margaret
10		Safekeeping of old databases and texts	Margaret
11		Chair for future meetings	All
12		AOB	All

DISCUSSION OF TOPICS

1		<i>Welcome & approval of minutes of 16.04.2021</i>	<i>Evi</i>
Discussion summary	Minutes approved.		
Conclusions			
Action items		Person responsible	Deadline

2		<i>Reports from member libraries</i>	<i>All</i>
Discussion summary	Not minuted.		
Conclusions			
Action items		Person responsible	Deadline

3		ECH Council feedback - tabled	Margaret
Discussion summary	Council had asked for feedback regarding members views on a closer cooperation between homeopathy and IM, in order to strengthen the argument for the value of homeopathic treatment in patient care, and to be part of a more powerful lobbying group.		
In Germany, IM does not wish to include homeopathy; in France, Boiron welcomes the connection as part of a complementary and holistic system of healthcare.			
Conclusions			
Action items		Person responsible	Deadline
Feedback above views to Council.		MW	Council meeting

4		<i>Current Journals list</i>	<i>Evi</i>
Discussion summary	This is kept regularly updated.		
Conclusions			
Action items		Person responsible	Deadline
Send details of any new/previously unknown journals to Evi.		All	as applicable

5		Dissertations & Theses	All
Discussion summary		Some items remain to be added. On updating the Literature Searching ppt, several French theses had been discovered. There will also be some in languages other than English (though these often have an English abstract). It was agreed that the SC did not have the time or resources to integrate international items, but an attempt should be made to collect all European ones, perhaps by employing a student to undertake this work. Links could be provided to international dissertations. Once this is complete, it should be simple to update the file annually.	
The present pdf system should be changed to a more professional presentation, provided the webmaster has the competence to do this.			
Conclusions			
Action items		Person responsible	Deadline
Investigate webmaster’s ability to program a simple database		Margaret	Jan 2022
Plan a strategy for completing the work		All	early March 2022

6		<i>IGHDR update</i>	<i>Margaret</i>
Discussion summary	Only 2 items remain outstanding. All agreed 5 years was an optimum interval for updating entries.		
Conclusions			
Action items	Person responsible	Deadline	
Update 2017 entries	Margaret	2022	

7		Link List	Rienk
Discussion summary		In Rienk's absence, Margaret updated the meeting. The list is up to date, with 375 entries listed. It works well on Rienk's website but the webmaster has been unable to upload it successfully on to the ECH site. Rienk is working on this with him but, if still unsuccessful, it may be necessary to consider a change of webmaster.	
The previous presentation (lost when the site crashed) had a more professional appearance.			
Conclusions			
Action items		Person responsible	Deadline
Ask Rienk about previous program.		MW	asap
Send any useful extra links to Margaret.		All	as time allows

8		Website: a) Lit Searching b) shared files	Christa, Daniela Margaret
Discussion summary		a) Daniela had made a start on updating Caroline's ppt. She will remove any databases which are no longer extant. More information will shortly be available from the CAM Review collection. A more complete version will be available for members' comments at our next meeting.	
b) There has been no progress with installing a secure page for our master files on the ECH website. The website is due to be substantially updated early in 2022, and this will be included in that process.			
Conclusions		a) This will be a very useful resource for SCs Research and Education, with their respective plans to improve the quality of research methods and to encourage interest in homeopathy by medical students.	
Action items		Person responsible	Deadline
Work towards completing the update of Caroline's ppt.		Daniela, Christa	March meeting
Organise secure page on website for SC Doc master files.		MW	early 2022

9		Updating homeopathic terminology	Margaret
Discussion summary		Homeopathy still uses 19 th century terminology, which is incomprehensible to non-homeopaths and meaningless to conventional healthcare professionals. Several researchers are beginning to introduce new terms which are easily understood by all and which will bring homeopathy into alignment with modern medicine. Council hoped SC Doc would be able to collate this work.	
Discussion followed about the relevance of integrating new words into the Thesaurus. The Thesaurus has been designed for information specialists, whereas the target audience for updated terminology is practitioners, researchers and students.			
Conclusions		A new document should be created to build a glossary of new terms. In time, as these became current usage, they would appear in articles and thereby be introduced into the Thesaurus.	
Action items		Person responsible	Deadline
Ask SC Research to provide new terminology.		Margaret	as available

10		<i>Safekeeping of old databases and texts</i>	<i>Margaret</i>
Discussion summary	At our previous meeting, Jean Pierre Jansen (now ECH President) had asked members about the possibility of preserving items that are no longer accessible through libraries or databases.		
Conclusions	All agreed this was impractical for SC Doc or ECH. It would require considerable funding and could only be undertaken by a large academic institution or similar.		
Action items		Person responsible	Deadline

11		<i>Chair for future meetings</i>	<i>All</i>
Discussion summary	To rationalise the positions of Joint Coordinator it was proposed that, while Margaret would continue to represent SC Doc in virtual Council meetings, Daniela would chair the SC Doc meetings and, when possible, attend one of the two regular physical Council meetings.		
Conclusions	All agreed with the proposal.		
Action items		Person responsible	Deadline
Chair SC Doc meetings.		Daniela	

12		<i>AOB</i>	<i>All</i>
Discussion summary	There was no other business. Evi was asked to pass on everyone's good wishes to Susanne Rehm. The meeting closed at 11.30 (CET).		
Conclusions			
Action items		Person responsible	Deadline