



UMEÅ UNIVERSITET

Language Council

at Umeå University

15 May 2024

Benefits of having a language council

Having a language council provides a forum and body that

- has the necessary expertise to answer language questions;
- can have an overview and safeguard consistency;
- can work proactively or reactively in language preservation purposes;
- has the authority to suggest language improvements on a broader scale; and
- can draft or approve supporting documentation necessary, e.g. language policy and style guides.

What tasks does the Language Council have at Umeå University?

- Provides advice on important language issues.
- Provides advice on decisions containing names of premises, titles, educations, organisational entities or signposting.
- Drafts proposals to the Vice-Chancellor to promote language quality at the University, e.g. language policy.
- Promote the University's language work.

- It is an advisory body, not a decision-making body.

What has the Language Council achieved?

- Language Policy established 2012, revised 2019.
- Swedish style guide for staff, 2017 (ish).
- English style guide for staff, 2023.
- Revision of how titles are translated, 2019.
 - ➔ Rule for English titles for academic positions
 - ➔ List of titles
- Recommendations for how to name programmes and courses, ongoing.
- Propose a name for a new building on campus.
- Constant referral body for language-related questions.

Who makes up the council?

11 members:

- one representative of the University Management, as chair;
- one language consultant, as secretary;
- one translator, convenor and coordinator;
- one member each of our four faculties; The Faculty of Arts and Humanities has two members, five in total;
- one member from the University Library;
- one student representative; and
- one doctoral student representative.

How are meetings set up?

- Two meetings per semester, two hours each.
- Pre-meeting between chair, secretary and coordinator to set the agenda.
- A set time before each meeting, presenters must submit documentation based on templates.
- Referrals are presented at the meetings by presenters (*föredraganden*) similar to strategic council meetings.
- In certain cases, the coordinator writes statements from the council after cases have been processed.

Any questions?

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