

Francisation Plan



Updated as of 2023-04-06



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

TABLE OF CONTENTS

TABLE OF CONTENTS	1
1. Preamble	2
2. Scope of Plan	2
3. Existing Projects	2
3.1 Prioritization of Documents to Be Translated	2
3.2 French Courses	3
3.3 Francophone Rights	3
4. Deliverables and Outcomes	3
4.1 Staffing Positions (Recruitment and Onboarding)	3
4.2 Translation Internships	4
4.3 Francophone Affairs Committee Budget	4
4.4 Translation Tools	4
4.5 Francophone Affairs Website	5



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

1. Preamble

The Student Society of McGill University (SSMU) recognizes the importance of adequately representing and of fulfilling its obligations to the French-speaking student community of McGill University. To this end, the SSMU, as a bilingual organization, is committed to making available a French translation of its Constitution, internal documents and all relevant communications to its constituents. In addition, the SSMU is committed to respecting its Constitution and to complying with the regulations of the provincial government.

2. Scope of Plan

The main objective of this Francisation Plan is to clearly define the goals, resources, and activities of the SSMU with respect to French and linguistic accessibility.

It is essential that anyone wishing to engage with the SSMU feel free to do so. Language barriers - especially when it comes to the official languages of the Student Union - should not prevent people from contributing to vital discussions about SSMU decision-making and activities.

Although in recent years the SSMU has developed new tools and strategies, and hired new staff members (particularly in the Communications Department) to meet its translation needs, many important documents are still awaiting French versions. In addition, the majority of French-language documents produced by the SSMU prior to 2020 are inconsistent with respect to the names of positions, departments, and student groups, as well as gender-neutral ("inclusive") writing.

3. Existing Projects

3.1 Prioritization of Documents to Be Translated

According to the Francisation Plan and needs (since 2019).

Since the Fall of 2019, the SSMU Communications Department has been prioritizing the translation into French of listservs, official statements, and Elections SSMU's publications. In addition, certain projects (including the listserv, official statements, and Elections SSMU's publications) are being prioritized in order to ensure adequate correspondence with the Francophone community. However, due to the limited resources



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

available to the Communications Department, not all SSMU documents can be processed simultaneously and translation priorities must again be established.

It is understood that the current priorities include the Constitution; bylaws; listserv; SSMU Elections publications; publications directly related to Francophone Affairs; and documents about the safety and well-being of SSMU members, as well as the services offered by the SSMU.

3.2 French Courses

Annually, according to student demand.

The SSMU offers French courses to its members on a voluntary basis. The interactive sessions of the SSMU Mini-Courses take place in a fun and friendly atmosphere, and aim to help participating members improve their vocabulary, fluency and confidence.

3.3 Francophone Rights

Beginning of Fall/Winter semesters.

Every year, the SSMU campaigns to inform its members of their student rights. The Francophone Affairs Committee contributes to the Society's efforts by advocating for Francophone rights, in particular. Surveys conducted by the Committee have revealed that a large proportion of Francophone students are either unaware of their student rights or are reluctant to take advantage of them. Follow-up reports by the Francophone Affairs Committee will be required to determine if further outreach from the SSMU is needed.

4. Deliverables and Outcomes

4.1 Staffing Positions (Recruitment and Onboarding)

Annually, according to needs.

Due to the sheer number and length of documents that require translation, it is necessary to expand the in-house team responsible for translations. To help the Communications Department staff, the SSMU may recruit student or recently graduated translators (Département des littératures de langue



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

française, de traduction et de création; School of Continuing Studies; etc.) as needed, particularly to handle texts excluded from the Society's priority documents.

New seasonal or part-time positions may be created at the beginning of the academic year to support the work of the Communications Department. Translations produced by student members will then be edited by the Communications Department or the Francophone Affairs Committee before being made publicly available.

4.2 Translation Internships

Annually, according to needs (Summer semesters).

In order to support the Communications Department in its efforts, internships may be offered (particularly during the summer sessions) to student translators in order to provide them with professional experience in their field of study and to make up for a backlog in the translation of certain types of internal documents (particularly job descriptions and offers). These internships may be coordinated in collaboration with departments and other academic units offering translation courses or programs.

4.3 Francophone Affairs Committee Budget

Annually (since Winter 2020).

SSMU Finance allocates an annual budget for the Francophone Affairs Committee since the Winter of 2020 session to support the Committee's activities. This fund is intended to ensure the smooth functioning of the Committee, financial support for clubs and other francophone student groups on campus, and competitive pay for newly created positions to support SSMU francisation initiatives.

4.4 Translation Tools

One-time expense (or annual renewal).

In order to ensure consistency in the translations issued by the Communications Department, to speed up the production of French-language texts and to avoid the use of external translation and/or revision partners, digital tools could assist the SSMU's communications staff. A translation software or a dedicated memory could systematically ensure compliance with the SSMU's terminology guide and its writing guidelines, and avoid the use of less reliable tools. The choice of tool or digital strategy would be determined and possibly renewed at a later date by the Communications Department.



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

4.5 Francophone Affairs Website

Regularly updated (since 2022).

In order to facilitate the sharing of helpful resources intended for Francophone students, External Affairs is committed to dedicating a section of its website to Francophone Affairs. This section will include, among other things, texts and other resources about Francophone students' rights; French-speaking groups on campus; French language resources offered by the SSMU and its affiliated groups; etc.