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Newsletter No 157 – November 2017

A message from the Chairman

Welcome to our November issue of the Scottish Society newsletter. As we move into the last quarter of the year lovely, sunny autumn days will soon give way to the dark winter nights, but there's still another fantastic event to look forward to – our November meeting in Edinburgh. You will find the details listed below, on the CIOL [Scottish Society webpage](#) and on [Eventbrite](#), so please sign up for what will be an interesting and thoughtful discussion on the topic of linguistic intolerance, anonymity and monolingual regimes.

Our November meeting will also include the AGM where we will review our recent activity, elect the Committee and discuss other matters of importance: the agenda is printed later in this newsletter. Please come along for this important meeting.

The forthcoming AGM is also an opportunity to think about volunteering your time and skills to the smooth running of the Scottish Society. There are many opportunities to help out from volunteering for the Committee to writing an article for the newsletter. You no doubt enjoyed reading about Scotland's 1+2 language policy in *The Linguist* article 'An education revolution' written by Committee member Eneida Garcia Villanueva MCIL ACIL CL. Do you have a perspective on Scotland's linguistic landscape that could form the basis of an article in the magazine? If so, please let us know.

We are also looking for volunteers who are willing to help out at our regular events – could you take a few photographs for inclusion in the newsletter, write up a summary of the presentation, or meet and greet new faces who come along for the first time? Perhaps you have an idea for a presentation? There are many opportunities, most of which require a very small investment of time. If you would like to have a chat about volunteering or want to share any ideas you have, please contact me via scottishsociety@ciol.org.uk and we can have an informal chat about how you can help.

Kind Regards,

Paul Kearns MCIL
pkearns1@virginmedia.com

Next Meeting

Our next meeting is at **2.00pm on Saturday 25 November** at the Hilton Edinburgh Carlton Hotel, North Bridge, Edinburgh. This is a new venue for us but is just a few minutes' walk from Waverley train station and The Bridges and serviced by several Lothian region buses. We are delighted that Bernadette O'Rourke, Professor of Sociolinguistics (with Spanish) at Heriot Watt University, will give a presentation entitled 'Who has the authority to speak? – linguistic intolerance, anonymity and monolingual regimes.'

Anyone wishing to meet up and network beforehand is very welcome to join us for lunch (own expense) **at 12.15pm**. We plan to meet at **The Bella Italia** restaurant very near the hotel, at the junction of North Bridge and the Royal Mile. If you wish, you can soon register with Eventbrite or, if you prefer, let Eneida Garcia Villanueva know you intend to come to the meeting and if you would like to be there for lunch contact her by telephone, text (07796131863) or email at scottishsociety@ciol.org.uk **by 5pm on Wednesday 22 November**.

This meeting is also our AGM which will be held at 3pm immediately after Prof. O'Rourke's presentation. The agenda is:

- Welcome and Apologies for Absence
- Approval of the Minutes of the previous AGM held in Glasgow on 19 November 2016
- Chairman's Report
- Treasurer's Report
- Election of Committee for the year 2017-18
- Approval of new CIOL Terms of Reference for the Scottish Society Committee
- AOCB

If anyone has questions or points which they would like the Committee to consider ahead of the AGM, please contact Paul or Marjorie.

Future events

18 November 2017 'Languages Lost and Found', part of the Being Human Festival 2017. A series of free events celebrating languages and cultures is being held across Scotland (Dundee, Edinburgh, Glasgow, Falkirk, Inverness and Oban). Details can be found at [here](#).

2 December 2017 ITI AGM and Christmas Lunch. 1.00pm at the National Piping Centre, 30-34 McPhater Street, Glasgow G4 0HW. Why not join ITI ScotNet for their popular networking Christmas Lunch and have some pre-festive fun with friends? Contact Audrey Langlassé at audreylanglasse@alacarte-translations.com. Lunch is £25.00 for a three-course meal (excl. drinks).

Dates for 2018

17 February Dundee (please note changed location): Marion Spöring MCIL, Senior Lecturer in Languages and European Studies at Dundee University and Chair of the University Council for Modern Languages Scotland (UCMLS), together with her colleague Hannah Doughty, one of the Professional Development Officers at Scotland's National Centre for Languages (SCILT), will give a presentation entitled 'Languages: Lost? Found? Working across the sectors in HE, schools and the wider community – a perspective from UCML Scotland in collaboration with SCILT and others'.

19 May Edinburgh: Professor Jemina Napier FCIL from Heriot-Watt University with a presentation on British Sign Language (BSL) entitled 'A visual world research on sign language.' Talk will be interpreted into BSL.

29 September University of Stirling campus (please note changed location and date): for this meeting which marks International Translation Day, we will have a double event. From 11.00am to 12.30pm, Alba Sort MCIL CL, Marketing Lecturer/Facilitator, will run a workshop entitled 'Social Media for Linguists'. There will then be a break for lunch (optional at own expense) and at 2.00pm Dr Anne Stokes MCIL, Lecturer in German and Translation at the

University of Stirling, will give a presentation on dealing with translation in occupied Germany, 1945–49. When embarking on the occupation of Germany in 1945, all four occupying powers viewed books, and in particular translations of works of fiction and non-fiction into German, as vital for turning Germans away from the values of National Socialism and towards those of democracy, as variously understood by the occupiers. This introductory talk will address the occupiers' translation policies and the selection of key texts and translators. It will also consider how selected texts and their translations fit with the re-education agenda.

17 November Glasgow: Andrew O'Halloran from Annan Academy, who is responsible for delivering locally the Scottish Government's initiative on rolling out Gaelic across Scotland, will give a presentation on Gaelic, which will include an interactive session. This will be followed by the CIOL Scottish Society's AGM.

Continuing Professional Development (CPD)

The Scottish Society is able to provide a paper proof of attendance at a presentation if requested. Anyone wishing this should make contact with Paul Kearns, Chair or Marjorie MacRae, Treasurer **at the meeting**; requests made after the event cannot be fulfilled.

CIOL Higher Education Language Partnership Scheme

The Chartered Institute of Linguists has recently welcomed the University of Stirling, Heriot-Watt University and the University of Dundee as new Higher Education Language partners. Once again, CIOL, the UK-based membership body for language professionals and sole body offering chartership, leads the industry with this pioneer initiative aimed at supporting students towards success in their careers.

The newly launched scheme is generating a lot of interest amongst academics and students alike. The scheme provides the perfect framework to bridge the gap between academia and practice, and a stamp of approval for novice linguists. It provides a kite mark for universities, improving quality and maintaining standards – a win-win situation for all.

The Higher Education Language Partnership provides student affiliation free of cost. Student Affiliate membership is a simple online application (which takes two minutes to complete) and an expanding community for undergraduate and postgraduate students. This is the first step to gain professional recognition, and a great opportunity for aspiring linguists to network with practitioners in a number of ways. Language students both at undergraduate and postgraduate level receive careers support and guidance to ease the transition into the job market. Students experience first-hand the benefits of belonging to CIOL – a professional body made up of translators, interpreters and language specialists applying their skills to the business industry, academia and research. Through this collaboration, students can contextualise theoretical learning during the events organised by CIOL at the partner universities.

Through the Higher Education Language Partnership Scheme, CIOL has awarded Professor Napier (Heriot-Watt University) Fellowship, BSL being her language of qualification. CIOL encourages more BSL linguists to join us and become chartered.

This partnership promotes dialogue in three ways as graduates, professionals and academics come together for the benefit of the languages sector. The CIOL Scottish Society is very excited with these new collaborations, and eager to welcome the ideas and enthusiasm of student affiliates in our meetings.

Eneida Garcia Villanueva MCIL ACIL CL

September presentation

At the meeting on 30 September we had an excellent, informative presentation by Sue Leschen MCIL CL, Lawyer/Linguist, Director of Avocate on the topic of 'Confidentiality issues and problems for interpreters and translators'. As well as being a business mentor for freelance translators and interpreters, Sue is in the process of writing a book on professional conduct for interpreters. She is a member of CIOL Council.

She has kindly made available on the CIOL Scottish Society webpage a copy of the slides which she used in her presentation. These are very clear and thought provoking and I would not do them justice by trying to cover them all here. However, a few of the highlights are:

Although confidentiality is important in any contractual relationship with a client, neither CIOL nor ITI has any definition of it. The **CIOL Code** says you should:

- take responsibility for work even if subcontracted – does your client know it is subcontracted?
- meet all legal obligations – do you know what they are?
- disclose any conflict of interest for specific pieces of work – but are there competitors, both actual and potential, in the future?
- comply with all statutory requirements – don't do the work if it could lead to criminal prosecution, e.g. money laundering
- make sure you keep clients' information and work secure – but how secure are your subcontractors? Remember you can never say you will never tell if the law requires you to – you have a legal duty to report matters such as false accounting, child abuse and it is not a breach of confidentiality to do so
- never use the information acquired from a client to gain unfair commercial advantage
- never act in any way to bring colleagues into disrepute and exercise courtesy, honesty and integrity with any other professionals.

The main principles of the **ITI Code** are:

- maintain complete confidentiality at all times, treat all information as privileged. What do you do about a non-disclosure agreement?
- be careful in proof-reading – the text may not be good or accurate.
- take care not to disclose privileged information about other colleagues.
- take care with emails received which are not for the intended recipient – and add a confidentiality disclaimer and a delete/destroy request to your own email footers.

To whom is the duty of confidentiality owed? End client, professional colleagues, anyone bound by agreement.

To what does the duty refer? All interpreted, translated and transcribed words and figures and all data and practices of the client and end client.

Where should it be exercised? Any venue, at home, co-working scheme, transport to and from work, at a conference, in a coffee bar.

Consider carefully - if the client asks you to delete completed work, do you? Or do you keep it in case of future work in the same field or in case of future complaints about the translation? If you do that, you may have gone against the client agreement but it could be impractical and/or impossible to permanently delete acquired glossaries, previous relevant emails etc.

Secure your laptop – look to iris recognition or fingerprint entry. But as well as insuring the computer, insure the information on it e.g. glossaries

Official Secrets Act – if doing work for armed forces, government etc. requires you to sign it – remember confidentiality under OSA is a **life-long duty**.

Data Protection Act – new provisions in Spring 2018 covering personal information. Very wide definition of ‘information’ – **any** recorded information which identifies an individual must be kept safely and only for as long as necessary and additional requirements on storage and access and the need for adequate protection systems. Some agencies are now asking for information to be transferred via secure portals only with no emails.

The duty of confidentiality lasts for as long as is specified in your agreed terms and conditions or for so long as is relevant or reasonable. Remember your professional organisation can apply sanctions for breaches and mud sticks.

Protect yourself in advance – proper and adequate insurance, careful reading of any terms and conditions, protection of your own website, up-to-date anti-virus and make sure you back up your files.

The Scottish Society is very grateful to Sue for her knowledge and experience given in such a clear and amicable way.

Marjorie MacRae MCIL

And finally...

Why not join us on Twitter? The Scottish Society now has more than 300 followers. We regularly tweet about the latest trends and events in the language industry, as well as updates from the Committee about Society events. **Follow us [@CIOLScotland](https://twitter.com/CIOLScotland)**