CREATE A CLASSROOM CULTURE OF RESPECT

Ask students to tell you their name.
Ask students what name they want to go by in your class, and tell them what name you want them to use for you. Try something as simple as "I prefer to be called Dr. Jones. What name do you use?"

Do a pronoun check.
Tell students your pronouns and ask "What pronouns do you use?" Do introductions with names and pronouns, have folks complete a card with this information, or, ask via email before the first day then reinforce during class.

ALWAYS...

Use gender-free language.
- "Folks," "everyone," "y'all" rather than "Ladies and gents."
- "Person" or "people" rather than assuming a gender.
- If your discipline requires discussing genders, use language like "woman-identified people"

REMEmBER...

Control your curiosity.
A gender-diverse student is not a case study. Don't ask unnecessary questions about history or identity.

Educate yourself.
A gender-diverse student is not a learning tool or token. Don't force them to teach you or others.

Don't assume genders.
You can't tell someone's gender based on their look, and not all students are open about their gender identity. Create space for these students anyway.

Work on your discomfort.
Be humble about your own learning curve, and intentional in your approach with these students.

MISTAKES HAPPEN...

Correct quickly and move on.
- Did you or a student use the wrong pronoun/name accidentally?
- Don't call unnecessary attention to the mistake--fix it right away and move on. Avoid future mistakes through independent practice.

FOR MORE INFORMATION

Want to support all the genders in your classroom?
Join UNCG's SafeZone: https://intercultural.uncg.edu/
Go to http://tiny.cc/TransSyllabus & http://tiny.cc/BeyondtheBinary
Brought to you by UNCG's Gender Diversity Committee
# What should I call you?

**Modeling Inclusive Excellence**

<table>
<thead>
<tr>
<th>WHEN MY PRONOUNS ARE:</th>
<th>USE THEM IN THIS WAY...</th>
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| SHE • HER • HERS       | She is an excellent student.  
The team relies on her leadership.  
Her group project was excellent.  
I support her in the classroom by honoring her pronouns. |
| HE • HIM • HIS         | He works well in groups.  
We are proud of him.  
I admire his school spirit.  
I support him in the classroom by honoring his pronouns. |
| THEY • THEM • THEIR    | They are an active member of the Vanderbilt community.  
The other lab members rely on their expertise.  
Their contributions are always on point.  
I support them in the classroom by honoring their pronouns. |
| ZE • ZIR • ZIRS        | Ze is a real leader on campus.  
I have learned so much from zir.  
The TA said that zir contributions were instrumental to the lab's success.  
I support zir in the classroom by honoring zirs pronouns. |
| ZE • HIR • HIRS        | Ze is a big Commodores fan.  
Hir room is decked out in black and gold.  
I loved hir paper.  
I support hir in the classroom by honoring hirs pronouns. |

When introducing yourself, offer your name and pronouns — even to familiar colleagues and students.

Include your pronouns in your email signature and on the class syllabus.

Ask students for their names and pronouns.

Do not assume from the roster.

Model respect in all interactions — not just in the classroom.

**Class Survey:**

I am Professor Jones and I use she/her/hers pronouns. What should I call you?

- Name: __________________________________________
- Pronouns: she/her/hers
- Major: __________  Year: __________
- Why are you taking this class: ______________________
- Is there anything else that you would like for me to know?

Refer to students by their requested name and pronoun inside and outside of the classroom.

Consider substituting language such as everybody, folks, or this person for gender binary language: ladies and gentlemen, boys and girls, he or she.

Transgender students may feel unsafe being out. If a student shares their gender identity with you, do not disclose it to others without their consent, except when required by law.

**If You Make a Mistake...**

Graciously accept correction. Apologize and learn for next time.

Take initiative. Do not expect others to remind you of your name and pronouns.

"Thank you for reminding me. I apologize and will use the correct name and pronoun for you in the future."