



DATA GOVERNANCE COMMITTEE PROPOSAL

After comprehensive system review and incorporation of that feedback, the system's Data Governance Committee (DGC) seeks an enhancement request in ctcLink.

Background

The Washington CTC system currently collects information about sexual orientation, gender identity, and pronouns both within the CS and HCM pillars of ctcLink.

The following fields are used within CS:

1. Sexual Orientation
2. Gender Identity
3. Pronoun (forthcoming in CS)

The following fields are used within HCM under the tile "Gender Identity":

1. Sexual Orientation
2. Gender Identity
3. Pronoun

Annually the Demographic Subcommittee (DemoCom) of DGC reviews language for these areas for ensuring the most inclusive and updated language is being used within the CTC system. This review was most recently conducted in June 2023. Recommended updates include consistently using the terminology of "man" and "woman" related to gender identity and "male" and "female" related to sex characteristics (as distinguished by the World Health Organization), and addressing grammatical errors.

After feedback was collected from the full CTC system, additional changes were incorporated in April 2024. Including adding some additional terms, further refinement of some language, and a request to change Tile titles in HCM to align.

Recommendation

In support of DemoCom's review, the DGC recommends implementing the following updates to the language used within ctcLink. Please note, that definitions not listed below should remain unchanged within ctcLink.

1. Sexual Orientation
 - **Asexual: A person who is not sexually attracted to anyone or who has low or absent interest in sexual activity.** Asexuality (or no sexuality) is the lack of sexual attraction to anyone, or low or absent interest in sexual activity. It may be considered the lack of a

sexual orientation, or one of the variations thereof, alongside heterosexuality, homosexuality, and bisexuality.

- **Bisexual:** A person who is emotionally, romantically, and physically attracted to persons of the same and different genders. Bisexuality is romantic attraction, sexual attraction or sexual behavior toward both males and females, or romantic or sexual attraction to people of any sex or gender identity; this latter aspect is sometimes termed pansexuality.
- **Gay:** A person who is emotionally, romantically, and physically attracted to someone of the same gender. It is more commonly associated with males or men. Gay is a term that primarily refers to a homosexual person or the trait of being homosexual. Gay is often used to describe homosexual males but lesbians may also be referred to as gay.
- **Heterosexual/Straight:** A person who is emotionally, romantically, and physically attracted to a different gender, for example, a woman who is attracted to men or a man who is attracted to women.
- **Lesbian:** A person who is emotionally, romantically, and physically attracted to someone of the same gender. It is most commonly associated with females or women. A lesbian is a female homosexual; a female who experiences romantic love or sexual attraction to other females.
- **Pansexual:** A person who is emotionally, romantically, and physically attracted to someone of any gender. Pansexuality, or omnisexuality, is sexual attraction, romantic love, or emotional attraction toward people of any sex or gender identity.
- **NO CHANGE - Prefer not to answer:** Prefer not to answer.
- **Queer:** A person who is not heterosexual and/or cisgender. Queer is an umbrella term for sexual and gender minorities that are not heterosexual or cisgender. Queer was originally used pejoratively against those with same-sex desires but, beginning in the late-1980s, queer scholars and activists began to reclaim the word.
- **Questioning:** A person who is questioning their gender, sexual identity, sexual orientation or all three. The questioning of one's gender, sexual identity, sexual orientation, or all three This is a process of exploration by people who may be unsure, still exploring, and concerned about applying a social label to themselves for various reasons.
- **NO CHANGE - Sexual Orientation not listed:** A Sexual Orientation not listed here.
- **Two-Spirit:** A modern umbrella contemporary and intertribal term used by some indigenous North Americans chosen by Native/First Nations/Indigenous peoples to describe gender variant individuals in their spiritual, sexual, gender, cultural and community identity and gender variance. ies, specifically people within indigenous communities who are seen as having both male and female spirits within them.

2. Gender Identity

- **NO CHANGE - A Gender Identity not listed:** A gender identity not listed here.
- **Agender –** A person who does not identify with any specific gender or rejects the concept of gender altogether.
- **Gender Fluid:** Denoting or relating to a A person who does not identify themselves as having a fixed gender. Gender fluid refers to someone; a person whose gender is fluid and fluctuates between two or more genders.
- **Gender Non-conforming:** A person whose Ggender expression that does not conform to societal norms.

- **NO CHANGE - Intersex:** A person whose internal or external sexual organs, chromosomes, or other biological features are neither exclusively male or female at birth.
- **Genderqueer –** A person who may see themselves as a combination of genders, as having a gender that is fluid and can change over time, or as not having a gender at all. It is also used as an umbrella term for many gender non-conforming or non-binary identities (i.e., agender, genderfluid).
- **Woman Female (Cisgender):** A person who identifies as a woman and was assigned female at birth. ~~Someone who identifies as female.~~
- **Man Male (Cisgender):** A person who identifies as a man and was assigned male at birth. ~~Someone who identifies as male.~~
- **More than one gender identity:** A person who has ~~M~~more than one gender identity.
- **Non-binary:** A person who does not identify as either ~~man or woman~~ male or female. Gender identity is not seen as a binary.
- **NO CHANGE - Prefer not to answer:** Prefer not to answer.
- **Questioning:** A person who is questioning their gender, sexual identity, sexual orientation or all three. ~~The questioning of one's gender, sexual identity, sexual orientation, or all three~~ This is a process of exploration by people who may be unsure, still exploring, and concerned about applying a social label to themselves for various reasons.
- **Transgender Woman Female:** A person who identifies as a woman but was assigned male at the time of birth. ~~A transgender female is someone who was assigned male at the time of birth, but later identifies as female.~~
- **Transgender Man Male:** A person who identifies as a man but was assigned female at the time of birth. ~~A transgender male is someone who was assigned female at the time of birth, but later identifies as male.~~
- **Two-Spirit:** A modern umbrella ~~contemporary and intertribal term used by some indigenous North Americans~~ chosen by Native/First Nations/Indigenous peoples to describe gender variant individuals in their spiritual, sexual, gender, cultural and community identity and gender variance. ~~ies, specifically people within indigenous communities who are seen as having both male and female spirits within them.~~

3. Pronoun

- **Address me by name:** Address me by my name should be used when an individual does not wish to be referred to as any pronoun and instead wants **only** their name to be used to address them.
- **NO CHANGE - He/Him/His:** He/Him/His are gender-specific pronouns that are usually used to refer to men or boys. This is different than gender neutral pronouns, which do not associate the person being referred to with any specific gender.
- **Not in list:** Use this value when the **chosen** pronoun is not in the list.
- **Prefer not to share:** Individuals should use this value when they do not prefer to disclose ~~the~~ pronouns.
- **NO CHANGE: She/Her/Hers:** She/Her/Hers is a set of gender-specific pronouns typically used to refer to women or girls. Some nonbinary folks, as well as genderfluid or genderqueer folks, may also use the She/Her/Hers as pronouns.
- **They/Them/Theirs:** Use ~~These pronouns~~ **are used to** ~~when you~~ identify as gender

neutral or gender non-conforming ~~to~~ and reflect ~~as your~~ identity and gender expression, rather than "he/him" or "she/her" pronouns that designate a person ~~as a man or a woman.~~ ~~male or female.~~

- **They/Them/Theirs or She/Her/Hers:** This combination of pronouns is used to identify as gender neutral or gender non-conforming or as a woman.
- **They/Them/Theirs or He/Him/His:** This combination of pronouns is used to identify as gender neutral or gender non-conforming or as a man.
- **They/Them or She/Her or He/Him:** This combination of pronouns is used to identify as gender neutral or gender non-conforming or as a woman or as a man.
- **Xe/Xem/Xir:** Xe/Xem/Xir and its variations are gender neutral pronouns **which** can be used ~~to~~ when **the** individual wants to be referred to ~~as people~~ **a person** who ~~are~~ **is** non-binary, genderfluid, genderqueer, trans, and/or ~~does~~ not identify with the gender binary.
- **Ze/Hir/Hirs:** Pronouns used in the trans community. These pronouns offer inclusion and accuracy for someone who does not identify **with man/woman** ~~by the~~ ~~male/female~~ gender classifications.
- **Ze/Zir/Zirs:** Pronouns used in the trans community. These pronouns offer inclusion and accuracy for someone who does not identify **with man/woman** ~~by the~~ ~~male/female~~ gender classifications.

4. Tile Title Changes in HCM:

- The current Tile in Employee Self Service reads as "Gender Identity" and should be updated to "Gender Identity and Sexual Orientation". If there is a character limit please use Gender ID & Sexual Orientation.
- Within the tile the heading is "Gender Details" which should be updated to "Details".

