and Inclusion

INCLUSIVE LANGUAGE GUIDELINES

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FOREWORD

or he irs ime ▲P▲ is s s ema icall and ins i u ionall e aminin ac no led in and char in a pa h or ard o address i s role in racism and o her orms o des ruc i e social hierarchies includin bu no limi ed o se ism ableism a eism he erose ism classism and reli ious bi o r ., he or ani a ion is assessin he harms and is commi in o rue chan e., his requires a oidin lan ua e ha perpe ua es harm or o ense o ard members o mar inali ed communi ies hrou h our communica ions.

▲s e s ri e o ur her in use principles o equi di ersi and inclusion DI in o he abric o socie hose commi ed o e ec in chan e mus ac no led e lan ua e as a po er ul ool ha

ACKNOWLEDGMENTS

A A

Equity, Diversity, and Inclusion Executive Office

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eneral , erms ela ed o qui and Po er

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Cul urall ppropria i e and Pejora i e an ua e

iolen an ua e

an ua e , ha Doesn, Sa ha e Mean

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Inclusive Language in Writing

GENERAL TERMS RELATED TO EQUITY AND POWER

access

, he elimina ion o discrimina ion and o her barriers ha con ribu e o inequi able oppor uni ies o join and be a par o a or roup or ani a ion or communi

ally/allies

People ho reco ni e he unearned pri ile e he recei e rom socie ,s pa erns o injus ice and a e responsibili or chan in hese pa erns. Bein an all is more han bein s mpa he ic and eelin bad or hose ho e perience discrimina ion. n all is illin o ac i h and or o hers in pursui o endin oppression and crea in equali . eal allies are illin o s ep ou o heir com or ones. , hose ho decide o under a e he all role mus reco ni e and unders and he po er and pri ile es ha one recei es accep s and e periences and he use ha posi ion o ac or jus ice bar

bias

P de ines bias as par iali : an inclina ion or predisposi ion or or a ains some hin . Mo i a ional and co ni i e biases are o main ca e ories s udied in decision-ma in anal sis. Mo i a ional biases are conclusions dra n due o sel - in eres social pressures or or ani a ion-based needs hereas co ni i e biases are jud men s ha o a ains ha is considered ra ional and some o hese are a ribu ed o implici reasonin

climate

, he de ree o -baset-oche 5 (su[J ET EM54c)9.m 5 (s036)14csu[J ET hos4 (o lma 5 (s8.2dimp5ane)14c)9ha2148.2dimpin ( )1main cacs

population health

, he heal h ou comes o a roup o indi iduals includin he dis ribu ion o such ou comes i hin he roup. Popula ion heal h includes heal h ou comes pa erns o heal h de erminan s and policies and in er en ions ha lin hese o. en ion o social and en ironmen al as ell as medical de erminan s o heal h is essen ial Silberber e al. 019 ,

positionality

Our social posi ion or place in a i en socie in rela ion o race e hnici and o her s a uses e. . social class a e ender iden i se ual orien a ion na ionali abili reli ion , i hin s s ems o po er and oppression. Posi ionali re ers o our indi idual iden i ies and he in ersec ion o hose iden i ies and s a uses i h s s ems o pri ile e and oppression. Posi ionali shapes our ps cholo ical e periences orld ie percep ions o hers ha e o us social rela ionships and access o resources Muhammad e al. 01 Posi ionali here ore means ac i el unders andin and ne o ia in he s s emic processes and hierarch o po er and he a s ha our s a uses a ec our rela ionships because o po er d namics rela ed o **privilege** and **oppression** P. 019b ,

prejudice

ne a i e a i ude o ard ano her person or roup ormed in ad ance o an e perience i h ha person or roup. Prejudices can include an a ec i e componen e. . ner ousness an er con emp pi ha red and a co ni i e componen assump ions and belie s abou roups includin s ereo pes Prejudice is picall mani es ed beha iorall hrou h discrimina or beha ior. Prejudicial a i udes end o be resis an o chan e because he dis or our percep ion o in orma ion abou he ar e roup. Prejudice based on racial roupin is racism prejudice based on percei ed se ual orien a ion is homophobia and biphobia prejudice based on se or ender includin ransphobia is se ism prejudice based on chronolo ical a e is a eism and prejudice based on disabili is ableism P. Q 1b ,

privilege

Unearned po er ha is a orded o some bu no o hers based on s a us ra her han earned meri such po er ma come

PERSON-FIRST AND IDENTITY-FIRST LANGUAGE

person-first versus identity-first language

, he discussion o person- irs ersus iden i - irs lan ua e as irs applied o issues re ardin people i h disabili ies. Ho e er he lan ua e has been broadened o re er o o her iden i roups. ▲u hors ho ri e abou iden i are encoura ed o use erms and descrip0ri .7208n36- ire

Disability Status

ableism

S ereo pin prejudicial a i udes discrimina or beha ior and social oppression o ard people i h disabili ies o inhibi he ri h s and ell-bein o people i h disabili ies hich is curren l he lar es minori roup in he Uni ed S a es ,P , Q 1b Bo ar Dunn 019 ,Unders andin he concep o ableism and ho i mani es s in lan ua e choices is cri ical or researchers ho ocus on mar inali ed roups such as he au is ic communi ,Bo ema-Beu el e al. Q 1 ,

TERM TO AVOID	SUGGESTED ALTERNATIVE	COMMENT
Use of person-first and identity-first language rather than condescending terms		

TERM TO AVOID	SUGGESTED ALTERNATIVE	COMMENT
Use of pictorial metaphors, negativistic terms, and slurs		
IDS	IDS	

or more in orma ion on problema ic and pre erred lan ua e use rela ed o disabili please re er o he **APA bias-free language guidelines for writing about disability** ,▲P▲ Q Ob ,

disability

Can be broadl de ined as he in erac ion o ph sical ps cholo ical in ellec ual and socioemo ional di erences or impairmen s i h he social en ironmen , orld Heal h Or ani a ion 001 , he members o some roups o people i h disabili ies—e ec i el subcul ures i hin he lar er cul ure o disabili —ha e a s o re errin o hemsel es ha he ould pre er o hers o adop . , he o erall principle or usin disabili lan ua e is o main ain he in e ri , or h and di ni , o all indi iduals as human bein s ,▲P▲ Q Ob ,

neurodiversity

▲ erm ha e ol ed rom he ad ocac mo emen on behal o indi iduals i h au ism spec rum disorders ,▲SD ,and has been embraced b o her roups o indi iduals i h neurolo icall based disabili ies e. . learnin disabili ies Ds[, Neurodi ersi su es s ha hese disabili ies are a na ural aria ion in brain di erences and ha he or place should adap o hem ,Sumner Bro n 0 ,

color-blind beliefs

e er o he denial or minimi a ion o race or racism in socie ,i.e. no see s in[color Bonilla-Sil a 010 Ne ille e al. 01 ,Color-blind belie s in a racial sense purpor edl are based on he assump ion ha ac no led emen o race rei ies racial di isions in socie . People ho endorse color-blind belie s belie e ha indi idual e or is su icien or achie emen in a meri ocrac predica ed on he assump ion ha e er one has equal oppor uni or li e success. People ho hold color-blind a i udes belie e ha doin so reduces racial and e hnic prejudice and ha ac no led in racial and e hnic di erences promo es racial di ision. esearch e idence sho s ha holdin color-blind belie s allo s racial and e hnic prejudice o es er Pahl e e al. 01 icheson Nussbaum 004 ,

color-blind policies

Ins i u ional policies ha are race-neu ral in lan ua e and one and e ha e a dispropor iona e and harm ul impac on people o color p elbaum e al. 01 Bloc 016 Cas ro- a er 016 Penner Do idio 016 , esearch indica es ha he Uni ed S a es is no a meri ocrac ar as 00 ale e al. 01 Pearson e al. 009 ,Color-blind belie s s ems under ird color-blind policies. Moreo er color-blind policies opera e o main ain dispari ies and do no lead o equi able rea men across roups P 019b Helms 008 Ne ille e al. 016 000 ,

culture

, he alues belie s lan ua e ri uals radi ions and o her beha iors ha are passed rom one enera ion o ano her i hin an social roup. Broad de ini ions include an sociall de inable roup i h i s o n se o alues beha iors and belie s. ccordin l cul ural roups could include roups based on shared iden i ies such as e hnici e. . erman merican Blac oo l erian merican , ender e. . omen men rans ender ender-noncon ormin ,se ual orien a ion e. . a lesbian bise ual ,and socioeconomic class e. . poor or in class middle class eal h P 019b ,

enculturation

irs in roduced b an hropolo is Mel ille Hers o i s 1948 , he erm is de ined as he process b hich indi iduals learn and adop he a s and manners o heir cul ure Ma sumo o 004 p. 6 , ncul ura ion emphasi es sociali a ion o or main enance o one,s cul ure o e hnic or amilial e hnic ori in P 01 im breu 001 han Moradi 01 , his process considers ho or e ample U.S.-born or hi hl U.S.-accul ura ed indi iduals ma be more ac i el learnin heir e hnic ori in cul ure ra her han main ainin i P 019b ,

ethnic bias

Di eren ial rea men o ard indi iduals based on heir e hnic roup o en resul in in inequi ies in such areas as educa ion emplo men heal h care and housin . i h re ards o es in and measuremen e hnic bias re ers o con amina ion or de icienc in an ins rumen ha di eren iall a ec s he scores o hose rom di eren e hnic roups. Ideall researchers s ri e o crea e cul ure- air es s P n.d. ,

ethnic identity

n indi idual,s sense o bein a person ho is de ined in par b membership in a speci ic e hnic roup. , his sense is usuall considered o be a comple cons ruc in ol in shared social cul ural lin uis ic reli ious and o en racial ac ors bu iden ical i h none o hem P n.d. ,

ethnicity

charac eri a ion o people based on ha in a shared cul ure e. . lan ua e ood music dress alues and belie s , rela ed o common ances r and shared his or P 1b ,

The term BIPOC is still considered by many to indicate a hierarchy among communities of color. Instead of BIPOC, the preferred term(s) to use are and

racism

s s em o s ruc urin oppor uni and assi nin alue based on pheno pic proper ies e. . s in color and hair e ure associa ed i h race in he Uni ed S a es , his s em — hich ran es rom dail in erpersonal in erac ions shaped b race o raciali ed oppor uni ies or ood educa ion housin emplo men and so or h—un airl disad an a es people belon in o mar inali ed racial roups and dama es heir ph sical and men al heal h un airl ad an a es indi iduals belon in o sociall and poli icall dominan racial roups and ul ima el undermines he ull po en ial o he hole socie . P Q 1a Jones 00 , he ollo in more speci ic orms o racism also e is :

- **structural racism**
  esul s rom la s policies and prac ices ha produce cumula i e durable and race-based inequali ies and includes he ailure o correc pre ious la s and prac ices ha ere e plici l or e ec i el racis .

- **institutional racism**
  esul s rom policies prac ices and procedures o ins i u ions—such as school heal h care la en orcemen and criminal jus ice s s ems— ha mar inali e di erse racial roups.

- **interpersonal racism**
  Occurs hen indi iduals rom sociall and poli icall dominan racial roups beha e in a s ha diminish and harm people ho belon o o her racial roups. In erpersonal racism is here ore dis inc rom bi o r ne a i e a i udes abou an ou roup no necessaril ied o race or prejudice a preconcei ed opinion ha is no based on reason or ac ual e perience .

- **internalized racism**
  e ers o he accep ance b di erse racial popula ions o he ne a i e socie al belie s and s ereo pes abou hemsel es—includin ne a i e s ereo pes and belie s abou comple ion and color i.e. colorism ha rein orce he superiori o hi es and can lead o he percep ion o hemsel es as de alued or hless and po erless P Q 1a .

White supremacy

he ideolo ical belie ha biolo ical and cul ural hi eness is superior as ell as normal and heal h is a per asi e ideolo ha con inues o polari e he Uni ed S a es and under ird racism P Q 1b or more in orma ion see also **White privilege**.

or more in orma ion on problema ic and pre erred lan ua e use rela ed o race and e hnici please re er o he **APA bias-free language guidelines for writing about racial and ethnic identity** P Q 0b .

I a a results from policies, practices, and procedures of institutions—such as school, health care, law enforcement, and criminal justice systems—that marginalize diverse racial groups.

TERM TO AVOID	SUGGESTED ALTERNATIVE	COMMENT
	B M B	
	B Q+ B QI +	r r r r. *C r r r r r r r B QI +

gender-inclusive language

, erms used o be more ender equi able. I is he opposi e o ender-e clusi e lan ua e. amples o ender-inclusi e nouns or eneral use: e er one or e er bod dis in uished ues s ol s or ol riends humans indi iduals lo ed ones person people ,all. amples o ender-inclusi e occupa ional nouns: chair or chairperson con ressperson or member o con ress irs - ear s uden or irs ear. hen describin a speci ic person use ha person,s pronouns ,be sure o as or heir pronouns ra her han assume Brandeis Uni ersi P C n.d. ,

gender and pronoun usage

Do no use he erm ,pre erred pronouns, because his implies a choice abou one,s ender. Use he erm ,pronouns, or D 857 s2 0 0 10 72.408 or D s5 0 08.15(o0ri024)8r. Usa73 (336.) (ecla0n7)13 (ed ones)36 (s pr)18 (onouns ,be sur)18 (e34 T

Culturally Appropriative and Pejorative Language

Indian-giver

, he erm Indian- i er is o ensi e and is said o ha e roo s in misunders andin s abou rade cus oms in earl rela ionships be een Indi enous people in he ▲▲mericas and hi e se lers. Su es ed al erna i es: a e some hin bac or rescind a i ,Brandeis Uni ersi P▲▲ C n.d. ,

“long time no see” or “no can do”

, hese erms as ell as o her e pressions usin bro en n lish ori ina e rom s ereo pes ma in un o nonna i e n lish spea ers par icularl appl8TJ ET EMC 32(s2 c -0.02u028 ees)4 315 (6r)17.7 (omeu7s)nsR .5 (al)4 (erna ﬁ r)-813 (e35)

“to get gypped”

, he o ensi e erm pped is deri ed rom ps connec ed o he racial s ereo pe ha omani people are s indlers. Su es ed al erna i e: o e ripped o Brandeis Uni ersi P C n.d. ,

“to get Jewed”

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