

## Inclusive Language and Categories for Self-Identification

*Sent on behalf of The Butler Center and the Office of Human Resources:*

As we celebrate the increasing diversity of our students, faculty, and staff at Colorado College, we recognize that vigorous learning, teaching, and living require opportunities to affirm and reaffirm our individual and collective identities. Our commitment to diversity seeks to honor the complex ways our students, faculty, and staff relate to social systems, institutions, histories, and communities. We recognize that identity is not necessarily fixed, but can be fluid, and we respect individual rights to self-identification and expression.

Hence, in our collection of data related to categories of difference, we are making efforts to obtain race/ethnicity, gender, and citizenship information required for external reporting as a baseline of inquiry, while providing opportunities for current and prospective members of our community to share additional information about the ways they identify or their backgrounds. Further, we are providing opportunities for individuals to confirm or update their demographic information at key points during each academic year. Our reporting of this information will reflect and respect the nuanced and variegated nature of identity within community. We consider our efforts to be ongoing, not at all exhaustive, and responsive to the changing landscape of diversity in higher education. As we continue our work, we invite your input to ensure this approach remains meaningful.

### **What You Should Do:**

- Students: Please update or confirm this information during your online check-in process at the beginning of each semester, or see the registrar if a desire to update falls outside those specific times.
- Employees: Please go to [Self Service Banner through Single Sign On](#). Using the “Personal Information” tab, please see the “View Ethnicity, Race, and Gender” link to confirm existing data selections. If you wish to update these categories or to see the expanded options available, please click the “Update Ethnicity, Race, and Gender” link. Please

note that faculty and staff may update at any time.

**Why We Collect Demographic Information:**

Colorado College aims to provide the finest liberal arts education in the country. As a leading institution in higher education, we strive for inclusive excellence in our access to, and development and delivery of, outstanding learning opportunities and success for our diverse community of individuals who teach, learn, and work at the college. We collect important demographic information to help us appropriately assess our efforts, and to responsibly share statistics derived from this information with a number of reporting agencies. By choosing to disclose the requested information, you provide CC with a greater understanding about who we are and what we are doing. Thank you for your participation.