LGBTQ Inclusiveness: DO’s and DON’Ts in Staff and Faculty Recruitments

**DO** familiarize yourself with the UC nondiscrimination policies with respect to sexual orientation and gender identity.

**DO** familiarize yourself with UCI benefits available to LGBTQ individuals and their families.

**DON’T** make assumptions about gender, marital status, sexual orientation, or gender identity of applicants.

**DON’T** ask about an applicant’s partner, spouse, husband, or wife. It is illegal to do so. If the candidate initiates such conversations, **DO** use neutral language like ‘partner’ or ‘significant other’ instead of ‘boyfriend’ or ‘girlfriend’.

**DON’T** assume that openly LGBTQ recruits are uninterested in housing, childcare, parental leave, and other benefits.

I have a question that is not answered here. Where can I find more information?

For more information, please visit the UCI LGBT Resource Center (http://www.LGBTrc.uci.edu/), UCI Human Resources (http://www.hr.uci.edu/), or UCI ADVANCE (http://advance.uci.edu).
This brochure is designed to help UCI community members foster an environment of inclusiveness for LGBTQ faculty, staff, students, and recruits. The UCI ADVANCE program for equity and diversity is committed to promoting a positive environment for all under-represented populations, including LGBTQ individuals.

This brochure covers a limited set of issues relevant for LGBTQ members of the UCI community. For more information, please contact the UCI LGBT Resource Center, UC Human Resources, or the UCI ADVANCE program office.

What is LGBTQ?
LGBTQ refers to individuals who are lesbian, gay, bisexual, transgender, or queer.

Sexual orientation is an individual’s enduring physical, romantic, emotional, and sexual attraction to others. Sexual orientation labels include: lesbian, gay, bisexual, queer, straight, and heterosexual, among others.

Gender identity is a person’s internal, psychological sense of being masculine and/or feminine. Gender identity labels include: male, female, and transgender, among others.

What are the relevant non-discrimination policies pertaining to LGBTQ individuals in the UC?
Sex, marital status, sexual orientation, and gender identity are all protected classes (along with many others) under the University of California’s Nondiscrimination and Affirmative Action Policy Regarding Academic and Staff Employment. This policy of nondiscrimination and non-harassment applies to recruiting, selection, promotion, transfer, merit increase, salary, training and development, demotion, and separation. The policy also prevents retaliation against individuals bringing claims of discrimination.

What benefits might be relevant for LGBTQ people and their families at UCI?
The University of California offers all the same benefits to eligible same and opposite sex domestic partners and spouses of UCI faculty and staff as are available to married opposite sex spouses. The benefits include (but are not limited to): health insurance, retirement survivor benefits, housing, child care, campus recreation center access and many others. Note the current federal and state law requires the employer contributiuon toward domestic partner insurance benefits to be taxed as imputed income. Certain health plans offered by UCI also cover trans-related health care. Please contact UCI Human Resources for more information.

What are some ways faculty, TAs, and staff can support LGBTQ students in the classroom?

• Set a tone of inclusiveness from the first day of class and maintain a safe and positive classroom environment for all students regardless of sexual orientation and gender identity. Consider putting a statement on your syllabus.
• Don’t make assumptions about someone’s sexual orientation or gender identity.
• Recognize that not everyone in your classroom has a gender identity that matches their perceived sex.
• Create a safe learning environment by addressing and challenging anti-LGBTQ, homophobic, transphobic, or other derogatory comments. Failure to respond to such comments sends a strong negative message to LGBTQ students.
• Incorporate and integrate LGBTQ topics or figures into the curriculum and discussion, as appropriate.
• Never ‘out’ a student by sharing their sexual orientation or gender identity without permission.