

NAME AND PRONOUNS USE STATEMENT FOR SYLLABI

Name and pronoun use: If you wish, please share your name and pronouns with me and indicate how best to address you in class and via email. I use <insert your specific pronouns here> for myself and you may address me as “<YOUR NAME>”, “Dr./Prof. <NAME>” or “Mr./Ms./Mx. <NAME>” in email and verbally.

Context For faculty

This name and pronouns statement was co-authored in 2014 by students in TQ Mason (Mason’s trans inclusive student support / action group) and Film and Video Studies faculty. Film faculty have edited this statement for their own names and pronouns and include it on all program syllabi since 2015. Transgender, gender non-binary, and gender non-conforming students and faculty in Film have reported that this lived name and pronoun statement makes a positive difference in their lives and work at Mason.

The name and pronouns statement helps foster a community of learners of all genders and gender expressions. It promotes gender inclusivity, and understanding of a student’s pronouns and name that originates with the learner. This discourages incorrect assumptions and harmful misgendering, and encourages dialogue as befits the learner’s comfort.

Additionally, you might add to the statement that you invite students to approach you before or after class and during office hours but that email is preferred for large classes for your record keeping purposes. Recognize that a student’s name and pronoun(s) can change during the course of a semester if they are in transition. Encourage students to use the tools Mason provides to change their lived name and pronouns on Mason records.

Further, to support all members of our community, faculty and staff are encouraged to **include their pronouns in their email signatures and on name tags**. Documents and language on websites should avoid “he/she” or “male/female” sentence construction. When working with students, alumni, staff and faculty, it is important to recognize name and pronouns as they have been expressed by that member of our community. This demonstrates respect and fosters an LGBTQIA+ inclusive environment at Mason.

Resources:

1. [Guide for Supporting Trans and Gender Diverse \(TGD\) Students](#)
2. <https://journals.gmu.edu/index.php/ITLCP/article/view/2576/1579>
3. <https://apastyle.apa.org/style-grammar-guidelines/bias-free-language/gender>
4. Gender Unicorn ([pdf](#) | [jpg](#) | [interactive](#))

