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Preferred Names & Pronouns: Best Practices for Serving Trans Individuals at Multiple Library Service Points

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Preferred Names & Pronouns:

Serving Transgendered Individuals at Multiple Service Points in Libraries

Challenge?

Many personnel in library settings may be unfamiliar with the best practices for serving transgendered individuals.

Thus, inaccurate information adversely affects faculty, staff, and — most importantly — students.

Solution?

Develop the following:

A.Best Practices for Libraries;

B. Workshops Tailored to Each Service Point.

A. Assessment

Identify Common Service Needs for Transgendered Individuals at WWU

Known Service Needs

- Privacy & Confidentiality
- Preferred Names Etiquette
- Gender Neutral Restrooms
- Pronoun Use & Signage
- Pronoun Use on Library Forms

B. Development

Develop Best Practices Guidelines for Personnel, to be Housed on Institution Intranet.

Host Awareness Workshops & Trainings for All Personnel — Student, Staff & Faculty.

C. Implementation

Facilities

Provide access to gender neutral restrooms on campus.

Communication

Adopt gender neutral pronouns on library forms, signs, and websites.

Awareness & Signaling

Host exhibits and public events.

Advertise Preferred Names Policy.

Service Point Trainings

Circulation Services

—> Asking for ID, Preferred Names

Credit Instruction Settings

—> Inclusion in Syllabi, Materials

Info Desk & Research Consultation

—> Privacy & Confidentiality

Desired Outcomes of Workshops & Best Practices?

a. Introduce awareness in order to develop shared understanding of issues, and barriers to access, for transgendered individuals in library settings.

b. Adopt Best Practices guidelines in order to ensure an accessible and inclusive educational environment.

D. Next Steps?

Implement All Workshops

Build Campus Partnerships

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