September 2021
Office of Equity and Inclusion

Minnesota State Terms of Equity and Inclusion

MINNESOTA STATE

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Ground rules for use of this document

The following is a reference guide; a glossary of terms and language commonly used in reference to equity and inclusion efforts. While it can be referenced as an inclusive list of terms from across various sources, it should not be considered exhaustive or comprehensive.

Proper Use

- As a quick reference guide or "cheat sheet". Follow the Wikipedia rule, while it may be an excellent ready guide, it should not be considered an academic source.
- As a tool to be included in your developing list of resources and reference items collected along the journey of increasing cultural competence, equity and inclusion.
- To provide ongoing feedback for recommendations. This document will be updated on an ongoing basis so feedback is encouraged and welcomed.

Improper Use

- Use of this guide in place of continuing education, intercultural experiences, or other opportunities for formalized education on the use of equity and inclusion language.
- As a substitute for Webster, Oxford or any other reputable source for definition.

Glossary

Numeric

1.5 generation (immigrant) – Refers to individuals who immigrate to a new country before or during their early teens. These individuals tend to carry with them or maintain characteristics of their home country, meanwhile engaging in assimilation and socialization with their new country. (Rojas, 2011)

A

AAPI – *Asian Americans and Pacific Islanders*. The acronym is widely used by people within these communities but is not as well known outside of them. Spell out the full term; use *AAPI* only in direct quotations and explain the term. (Associated Press, 2020)

accountability - In the context of racial equity work, accountability refers to the ways in which individuals and communities hold themselves to their goals and actions and acknowledge the values and groups to which they are responsible.

> To be accountable, one must be visible, with a transparent agenda and process. Invisibility defies examination; it is, in fact, employed in order to avoid detection and examination. Accountability demands commitment. It might be defined as "what kicks in when convenience runs out." Accountability requires some sense of urgency and becoming a true stakeholder in the outcome. Accountability can be externally imposed (legal or organizational requirements), or internally applied (moral, relational, faith-based, or recognized as some combination of the two) on a continuum from the institutional and organizational level to the individual level. From a relational point of view, accountability is not always doing it right. Sometimes it's really about what happens after its done wrong (Berman et al., 2010).

ableism - Discrimination, prejudice and/or bias toward an individual based on physical or mental ability or lack thereof.

accessibility - Refers to the intentional design or redesign of technology, policies, products, and services (to name a few) that increase one's ability to use, access, and obtain the respective item.

accommodation - The process of adapting or adjusting to someone or something. Accommodations can be religious, physical or mental.   A reasonable accommodation specifically is an alteration in process or environment that allows an individual with a disability to enjoy equitable access within employment, public entities or education.

achievement gap – Quantitative data that reveal minoritized students at the bottom of student success outcome measurements and may perpetuate theories that associate academic achievement with individual effort, motivation, and drive. It conveniently becomes the

explanation for higher dropout rates among Blacks, Latinx, and Indigenous populations; for their increased likelihood to be placed in remedial education courses; and for their segregation in the lowest-funded sector of higher education: community colleges. Serves as evidence of the inferiority of racialized minds (Bensimon E. M., 2020, p. 8; Kendi, 2019, p. 101) . Equity-practitioners opt to not use this term as it reifies student-deficit assumptions. *Opportunity gap* and the recognition of institutional educational debt are preferable notions.

ADOS – American descendent of slavery. Used by Black Americans who have been cut off from their cultural roots due to the capture and enslavement of their ancestors.

AI/AN/I –Indicates American Indian, Alaskan Native, and Indigenous. These series of terms are commonly used in the United States to further specify "native" or "Indigenous" people. Canada distinguishes First Nations as a term to indicate sovereignty and prior claims to land dwelling.

advocate - A person who actively works to end intolerance, educate others, and support social equity for a marginalized group; to actively support or plea in favor of a particular cause, the action of working to end intolerance or educate others. (The Safe Zone Project)

adverse impact - A substantially different rate of selection in hiring, promotion, transfer, training, or other employment-related decisions for any race, sex, gender, or ethnic group in comparison with other groups.

AFAB/AMAB- Assigned female at birth / assigned male at birth.

affirmative action - A set of policies and practices designed to eliminate unlawful discrimination among applicants, remedy the results of such prior discrimination, and prevent such discrimination in the future.

agender - A person with no (or very little) connection to the traditional system of gender, no personal alignment with the concepts of either man or woman, and/or someone who sees themselves as existing without gender. (The Safe Zone Project)

ally - Someone who possess the power and privilege (based on ethnicity, class, gender, sexual identity, etc.) who stands in solidarity with and is supportive of marginalized groups and communities.

American Indian or Alaska Native – A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment (U.S. Department of Education, 1997).

Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam (U.S. Department of Education, 1997).

Americans with Disabilities Act (ADA) - Enacted in 1990, the ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation and all public and private places that are open to the general

public. The purpose of the law is to make sure that people with disabilities have the same rights and opportunities as everyone else. The ADA is divided into five titles (or sections) that relate to different areas of public life - employment, state, and local government, public accommodations, telecommunications and miscellaneous provisions. (Americans with Disabilities Act of 1990. Public Law 101-226., 1990)

androgyny - An appearance that is both or neither traditionally masculine and feminine.

anti-black - The Council for Democratizing Education defines anti-Blackness as being a two-part formation that both voids Blackness of value, while systematically marginalizing Black people and their issues. The first form of anti-Blackness is overt racism. Beneath this anti-Black racism is the covert structural and systemic racism which categorically predetermines the socioeconomic status of Blacks in this country. The structure is held in place by anti-Black policies, institutions, and ideologies. (Portland Means Progress, n.d.)

anti-racist - An anti-racist is someone who is supporting an anti-racist policy through their actions or expressing antiracist ideas. This includes the expression or ideas that racial groups are equals and do not need developing and supporting policies that reduce racial inequity (Kendi, 2019).

> **anti-racist advocate** – One who is supporting an antiracist policy through their actions or expressing an antiracist idea; one who is expressing the idea that racial groups are equals and none needs developing and is supporting policy that reduces racial inequity (Kendi, 2019, pp. 13, 24).

> **anti-racist pedagogy** – Anti-racist pedagogy "focuses on how race and racism are baked into our system," and "recognizes intersectionality, but strategically and intentionally focuses on race and racism." (Kishimoto, 2020, p. 12). The approach pairs faculty and students to examine their roles and responsibilities to acknowledge and challenge a racist society.

> **anti-racist policies** – Any measure that produces and sustains racial equity between groups (Kendi, 2019, p. 18). Policies may include unspoken rules that govern higher education routines and decision making, such as admissions, faculty hiring, and evaluation, as well as the criteria that guide judgments about quality, excellence, and merit (Bensimon E. M., 2020, p. 10). Bensimon offers the following as possible examples: affirmative action in admissions and hiring; California's elimination of remedial education in community colleges and in the state college system with a requirement that students be placed in college-level courses and provided with academic support to succeed (Bensimon E. M., 2020, p. 9).

Anti-Semitism/antisemitism – Antisemitism is prejudice against or hatred of people of the Jewish faith. Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities (International Holocause Remembrance Alliance, 2021; U.S. Department of

State, 2021)**.** The Associated Press Stylebook removed the hyphen and with no capital in April 2021 (Associated Press, 2021)**.**

asexual - Refers to a person who does not experience sexual attraction or has little interest in sexual activity.

asset-based approach - an asset-based approach focuses on strengths. It views diversity in thought, culture, and traits as positive assets. Teachers and students alike are valued for what they bring to the classroom rather than being characterized by what they may need to work on or lack. (NYU Steinhardt School of Culture, Education, and Human Development, 2018)

assimilation - The gradual process by which a person or group belonging to one culture adopts the practices of another, thereby, becoming a member of that culture. Assimilation can be voluntary or forced.

> **assimilationist** - One who is expressing the racist idea that a racial group is culturally or behaviorally inferior and is supporting cultural or behavioral enrichment programs to develop that racial group (Kendi, 2019, p. 24). On campuses, an assimilationist expects students to have the same attitudes, behaviors, and emotions as the dominant racial group and if students do not conform, they are "invited to leave" academic spaces.

B

bias - a disproportionate weigh in favor of or against an idea of thing, usually in a way that is closed-minded, prejudicial, or unfair. Biases can be innate or learned. People may develop biases for or against an individual, a group, or a belief. (Psychology Today)

> **implicit bias** - Also known as unconscious or hidden bias, implicit biases are negative associations that people unknowingly hold. They are expressed automatically, without conscious awareness.

bicurious - A curiosity toward experiencing attraction to people of the same gender/sex (similar to questioning). (The Safe Zone Project)

Black or African American – An American resident having origins in any of the black racial groups of Africa. (U.S. Department of Education, 1997)

BIPOC - Acronym for Black, Indigenous, or person of color. Introduce full terminology before using the acronym in text.

bisexual - A person who experiences attraction to some men and women or identifies as experiencing an attraction to people of varying genders.

Black Lives Matter, #BlackLivesMatter - A global movement launched after the 2012 killing of Trayvon Martin with a goal to eradicate systemic racism and white supremacy and to oppose violence committed against Black people. Either *Black Lives Matter* as a noun or *the Black Lives Matter movement* is acceptable. *BLM* is acceptable on second reference. Although

there are many groups that use "Black Lives Matter" or "BLM" in their names, only 16 are considered affiliates of the *Black Lives Matter Global Network*. *The Black Lives Matter Global Network Foundation*, which provides organizational infrastructure and funding to the affiliate chapters, was founded in 2014 after what is known as the Ferguson uprising over the August 2014 police shooting death of Michael Brown in Ferguson, Missouri. *The BLM network* is acceptable on second reference.

blind - A term most frequently used to describe a severe vision loss. Either blind or low vision are acceptable terms to describe profound degrees of vision loss.

brown (adj.) Avoid this broad and imprecise term in racial, ethnic or cultural references unless as part of a direct quotation. Interpretations of what the term includes vary widely. (Associated Press, 2020)

C

Caucasian – Avoid as a synonym for *white*, unless in a quotation. (Associated Press, 2020)

Chicana / Chicano – People of Mexican descent; *Chicano* refers to men and *Chicana* to women. The terms were originally considered derogatory. However, the Chicano movement during the 1960s adopted these names in response to discrimination against Mexican Americans working under unfair labor and social conditions. These terms announce pride in indigenous ancestry, which was a significant ideological element of the Chicano movement. (Kanigel, Chicana, Chicano, n.d.)

cisgender - A gender description for when someone's sex assigned at birth and gender identity correspond in the expected way (e.g. someone who was assigned male at birth and identifies as a man). A simple way to think about it is if a person is not transgender, they are cisgender. The word cisgender can also be shortened to "cis". (The Safe Zone Project)

Civil Rights Act of 1964 - One in a series of monumental acts of the 1960s Civil Rights Movement that outlawed segregation and employment discrimination on the basis of race, color, religion, sex or national origin. (The Civil Rights Act of 1964 (Pub. L. 88-352))

civil union - A relationship between a couple that is legally recognized by a governmental authority and has many of the rights and responsibilities of marriage.

classism - Any attitude or institutional practice which subordinates people due to income, occupation, education and/or their economic condition.

collusion - When people act to perpetuate oppression or prevent others from working to eliminate oppression.

critical race theory – an academic examination and exploration in the legal field with roots in student protests at Harvard Law School in the 1970s that seeks to apply a critical lens toward the application and development of legal principles with respect to race (Bridges, 2019).

culture - Cultivated behavior; that is the totality of a person's learned, accumulated experience.

cultural appropriation - Theft of cultural elements for one's own use, commodification, or profit — including symbols, art, language, customs, etc. — often without understanding, acknowledgment or respect for its value in the original culture.

cultural competency - The ability to use critical thinking skills to interpret how values and belief influence conscious and unconscious behavior; the understanding of how inequity can be and has been perpetuated through socialized behaviors; and the knowledge and determined disposition to disrupt inequitable practices to achieve greater personal and professional success

cultural fluency - The ability to understand norms and perspectives of diverse cultures, recognize the context and cues, and respond in ways to achieve shared meaning.

cultural humility – A process of reflection and lifelong inquiry involving self-awareness of personal and societal biases as well as awareness of aspects of identity that are most important to others we encounter leading to continuous learning in an accepting and thoughtful manner.

culturally responsive pedagogy – Culturally responsive pedagogy (CRP) is a pedagogical approach that 1) improves the learning capacity of diverse students who have been marginalized educationally, 2) centers around affective and cognitive aspects of teaching and learning, and 3) builds resilience and academic mindset by pushing back on dominant narratives about people of color (Hammond, 2015).

D

data, close-to-practice – Data that is personalized and networked in living systems, representing human needs in real time (Dowd, et al., 2018, p. 5). The data is disaggregated small enough to be actionable and the possibilities of a positive outcome are clear (Dowd, et al., 2018, p. 10). An ethic of care guides savvy data use and data become actionable when faculty and staff receive time and space to unpack accountability data and administrative data.

data democratization – Data democratization means that everybody has access to data and there are no gatekeepers that create a bottleneck at the gateway to the data. It requires that we accompany the access with an easy way for people to understand the data so that they can use it to expedite decision-making and uncover opportunities for an organization. The goal is to have anybody use data at any time to make decisions with no barriers to access or understanding. (Marr, 2017)

data disaggregation – Data that has been divided into detailed sub-categories.

data guided decision-making – The assumption that humans, not data, drive actions, and rather than a data-driven decision-making approach and a culture of "data as evidence," we ought to use data to cultivate a culture of inquiry, "one in which data move out of the limelight, and practitioners move to center stage" (Dowd, 2005, p. 1). As evidence does not contain its own explanations, and we if think of knowledge derived from data as a craft, then the emphasis

or skill must shift to practitioners (faculty, staff, administrators) as craftspeople and the inquiry processes they use. Dowd et al (2018, p. 1) distinguish between administrative data which are organic in nature and accountability data which are synthetic in nature. They suggest that savvy data use involves putting the right data in the hands of the right people at the right time.

denial - Refusal to acknowledge the societal privileges that are granted or denied based on an individual's ethnicity or other grouping.

deficit-minded - Thinking that construes outcomes as originating from student characteristics. (Bensimon E. M., 2007, p. 446) A form of blaming that views the alleged deficiencies of poor and minoritized group students and their families as predominantly responsible for these students' institutional problems and academic failure, while frequently holding structural inequality blameless. Deficit thinking is entrenched in the popular "at-risk" construct and underlies both conservative and liberal approaches to educational reform. (Valencia, 1997) Deficit mindedness pathologizes the lifestyles of minoritized students who appear at the bottom end of the "achievement gap" in order to justify the educational system's failures. (Ladson-Billings, 2006, p. 5)

disability - A functional limitation that affects an individual's ability to perform certain functions.

disability (ADA) - A person who has a physical or mental impairment that substantially limits one or more major life activity. This includes people who have a record of such an impairment, even if they do not currently have a disability. It also includes individuals who do not have a disability but are regarded as having a disability. The ADA makes it unlawful to discriminate against a person based on that person's association with a person with a disability. (Americans with Disabilities Act of 1990. Public Law 101-226., 1990)

discrimination - Behavior that treats people unequally because of their group memberships. Discriminatory behavior, ranging from slights to hate crimes, often begins with negative stereotypes and prejudices.

diversity - The concept of diversity encompasses acceptance and respect. It means understanding that each individual is unique and recognizing our individual differences. These can be along the dimensions of race, ethnicity, gender, sexual orientation, socio- economic status, age, physical abilities, religious beliefs, political beliefs, or other ideologies.

DREAMers – Undocumented youth are often referred to as *DREAMers*. This moniker came out of the DREAM Act movement, legislation first introduced in 2001 as The Development Relief and Education Act of Alien Minors (DREAM) Act. There have many iterations of the bill, but all of them would give temporary legal status with a 6-year pathway to permanent legal residency to young undocumented immigrants, as long as the individuals were brought to the United States at a young age, were attending or attended college or served in the military and passed criminal background checks and reviews.

E

equity - The proactive reinforcement of policies, practices, attitudes and actions that produce equitable power, access, opportunities, treatment, impacts and outcomes for all. Specific topical definitions below.

> **equity (academic)** – Equity is broadly at the state of action. From this broad term we define academic equity as the proactive reinforcement of academic policies, practices, attitudes and actions that produce parity of power, access, opportunities, treatment, impacts and outcomes for all students and employees of interest. When we use academic equity, we are referring to the *experiences* and *outcomes* as measurable indicators of success for students and equitable relations with those who facilitate those experiences and outcomes. Following Bensimon (2018, p. 97) academic equity also offers a critical understanding of the omnipresence of whiteness at the institutional and practice level and the subsequent academic outcomes yielded in relation to this dominance.

> **equity (educational)** – Facilitated by equity practitioners who research institutional culture, practices, and policies and are empowered to hold institutions accountable to implement institutional change that yields individual and collective responsibility for parity of outcomes for all students.

> **equity (campus context)** - The creation of opportunities for historically underrepresented populations to have equal access to and participate in educational programs that are capable of closing gaps in student success and completion.

Equity 2030 – Equity 2030 aims to close the educational equity gaps across race and ethnicity, socioeconomic status, and geographic location by the end of the decade at every Minnesota State college and university. Approved by the Minnesota State Board of Trustees in 2019, Equity 2030 emerged out of a year-long exploration to reimagine the future of higher education, setting a clear direction for the 30 colleges and 7 state universities of Minnesota State.

equity gap (education) – The educational equity gap is a disparity in a metric, such as graduation completion, term-to-term persistence, etc. along racial, ethnic, socioeconomic, geographical or other major demographic grouping. Educational equity gaps can be measured in many areas. The Equity 2030 goal focuses on the credential completion rate for students of color, Indigenous students, low-income students, and first-generation students when compared to majority students. The difference in completion rates for each of those groups of students compared to those students who have enjoyed historical access to and success in higher education is the educational equity gap.

equity-minded – Individuals or processes cognizant of exclusionary practices, institutional racism, and power asymmetries that impact opportunities and outcomes for students of interest, often Black, Latinx, and Indigenous/Native students. To be equity minded involves three discreet areas. (Bensimon, Dowd, & Witham, 2016) 1) Being color conscious in a critical

sense. These individual and processes attribute unequal outcomes among students of interest to institution-based dysfunctions, legacies of racial apartheid, and choose to reflect on their own and other's role in and responsibility for student success. (Bensimon E. M., 2007, p. 446; Bensimon E. M., 2005) Practitioners of this perspective or mode of thinking call attention to racial patterns of inequity in student outcomes. 2) Being cognizant that racism is produced through everyday practices. (Essed, 1991) Practitioners are willing to take personal and institutional responsibility for the success of their students, and critically reassess their own taken-for-granted practices. It requires that practitioners are race-conscious and aware of the social and historical context of exclusionary practices in American higher education. (Gray, 2020) 3). Being aware of racial identity, as well as racialized beliefs, expectations, and practices and that racial impact results, even if unintended.

equity-minded lens (academic) – An applied academic equity minded lens examines academic artifacts, processes, and practices. Such a lens includes the features of being equity minded (see definition "equity minded") and includes an anti-racist pupil, inclusive perception, and is student-asset focused. An equity minded lens is informed by disaggregated actionable data which directs practitioners to assume responsibility for the elimination of equity gaps.

ethnicity - A dynamic set of historically derived and institutionalized ideas and practices that (1) allows people to identify or to be identified with groupings of people on the basis of presumed (and usually claimed) commonalities including language, history, nation or region of origin, customs, ways of being, religion, names, physical appearance and/or genealogy or ancestry; (2) can be a source of meaning, action and identity; and (3) confers a sense of belonging, pride and motivation.

ethnocentrism - The emotional attitude that one's own race, nation, or culture is superior to all others.

F

first generation (college student) (federal) - An individual, neither of whose parents completed a baccalaureate degree.

first generation (college student) (Minnesota) - An individual, neither of whose parents attended a post-secondary institution.

first-generation equity practitioner – Education employees—may be from racially majority and minoritized groups—who are developing their racial literacy regarding the complexities and variances of academic racial experiences, their deep histories, and present structural inequalities as they affect targeted and minoritized students. These practitioners learn to analyze racial inequity as a symptom of institutional and practitioner malperformance. (Bensimon & Gray, 2020)These employees focus on the race-consciousness of the practitioner, rather shifting to high impact practices which can sidestep the critical work of race engagement in the assumptions, attitudes, and behaviors of racialized practitioners and how they may negatively structure student outcomes.

fluid(ity) - adj. generally with another term attached, like gender-fluid or fluid-sexuality, fluid(ity) describes an identity that may change or shift over time between or within the mix of the options available (e.g. man and woman, bi and straight). (The Safe Zone Project)

FTM/F2M - Abbreviation for a female-to-male transgender person. (The Safe Zone Project)

G

gay –The adjective used to describe people whose enduring physical, romantic, and/ or emotional attractions are to people of the same sex (e.g., gay man, gay people). Sometimes lesbian (n. or adj.) is the preferred term for women. Avoid identifying gay people as "homosexuals" an outdated term considered derogatory and offensive to many lesbian and gay people. (GLAAD, 2016)

gender - Refers to the socially constructed roles, behaviors, activities and attributes that a given society considers appropriate for boys and men or girls and women. While aspects of biological sex are similar across different cultures, aspects of gender may differ.

gender diversity - Refers to the extent to which a person's gender identity, role or expression differs from the cultural norms prescribed for people of a particular sex.

gender expression - External manifestations of gender, expressed through a person's name, pronouns, clothing, haircut, behavior, voice, and/or body characteristics. Society identifies these cues as masculine and feminine, although what is considered masculine or feminine changes over time and varies by culture.

gender fluid - A person whose gender identification and presentation shifts, whether within or outside of societal, gender-based expectations.

gender identity - Refers to a person's internal, deeply held sense of their gender. Most people have a gender identity of man or woman (or boy or girl). For some people, their gender identity does not fit into one of those two choices (see non-binary below). Unlike gender expression (see above) gender identity is not visible to others.

gender-neutral/gender-inclusive - Inclusive language to describe relationships (spouse and partner instead of husband/boyfriend and wife/girlfriend), spaces (gender-neutral/inclusive restrooms are for use by all genders), pronouns (they and ze are gender neutral/inclusive pronouns) among other things.

gender non-conforming - An adjective and umbrella term to describe individuals whose gender expression, gender identity or gender role differs from differs from gender norms associated with their assigned birth sex.

gender normative - A person who by nature or by choice conforms to gender-based expectations of society. Also referred to as gender straight.

gender role - Refers to a pattern of appearance, personality and behavior that, in a given culture, is associated with being a boy/man/male or being a girl/woman/female.

glass ceiling - Barriers, either real or perceived, that interfere with or prevent the promotion or hiring of protected group members.

H

heteronormativity - The societal assumption and norm that all people are heterosexual. The basic civil rights and social privileges that a heterosexual person automatically receives that are systematically denied to gay, lesbian or bisexual persons, simply because of their sexual orientation.

heterosexism - The belief or assumption that everyone is, or should be, heterosexual; the idea that being heterosexual is normal, natural and healthy, and all other people are somehow unnatural, abnormal and unhealthy.

heterosexual - A male whose sexual orientation is toward females or a female whose sexual orientation is toward males. Also referred to as straight.

Hispanic or Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. (U.S. Department of Education, 1997)

homosexual - A male whose sexual orientation is toward other men or a female whose sexual orientation is toward females. Homosexual males typically prefer the term gay and homosexual females typically prefer the term lesbian.

I

identity sphere - The idea that gender identities and expressions do not fit on a linear scale but rather on a sphere that allows room for all expression without weighting one expression as better than another.

immigrant - The action of coming to live permanently in a foreign country. See also, emigration.

inclusion - Authentically bringing traditionally excluded individuals and/or groups into processes, activities and decision/policy making in a way that shares power.

> **inclusion (campus context)** - Defined as the active, intentional and ongoing engagement with diversity-in the curriculum, in the co- curriculum and in communities (intellectual, social, cultural, geographical) with which individuals might connect-in ways that increase awareness, content knowledge, cognitive sophistication and empathic understanding of the complex ways individuals interact within systems and institutions.

inclusive excellence - The recognition that a community or institution's success is dependent on how well it values, engages and includes the rich diversity of students, staff, faculty, administrators, and alumni constituents.

inclusive institutions – Inclusion is broadly a state of being where everyone can partake and actualize fully in the process of society. Inclusive institutions aspire toward a context in which all individuals irrespective of lived experiences and histories and backgrounds may partake and actualize fully in the processes of higher education. A diversity of lived experiences upon which the bodies, languages, and practices of people and institutional recognition and engagement with those diversities advance academic scholarship.

institutional racism – Institutional racism refers to the policies and practices within and across institutions that, intentionally or not, produce outcomes that chronically favor, or put a racial group at a disadvantage. Poignant examples of institutional racism can be found in school disciplinary policies in which students of color are punished at much higher rates that their white counterparts, in the criminal justice system, and within many employment sectors in which day-to-day operations, as well as hiring and firing practices can significantly disadvantage workers of color. (The Aspen Institute Roundtable on Community Change)).

Indigenous – Considering the diversity of indigenous peoples, an official definition of "Indigenous" has not been universally agreed upon. Among the Indigenous peoples are those of the Americas (for example, the Lakota in the USA, the Mayas in Guatemala or the Aymaras in Bolivia), the Inuit and Aleutians of the circumpolar region, the Saami of northern Europe, the Aborigines and Torres Strait Islanders of Australia and the Maori of New Zealand. These and most other Indigenous peoples have retained distinct characteristics which are clearly different from those of other segments of the national populations. The United Nations (United Nations Permanent Forum on Indigenous Issues) has developed a modern understanding of this term based on the following:

- Self- identification as indigenous peoples at the individual level and accepted by the community as their member.
- Historical continuity with pre-colonial and/or pre-settler societies
- Strong link to territories and surrounding natural resources
- Distinct social, economic or political systems
- Distinct language, culture and beliefs
- Form non-dominant groups of society
- Resolve to maintain and reproduce their ancestral environments and systems as distinctive peoples and communities

intersectionality - A feminist sociological theory, intersectionality is the interconnected nature of social categorizations such as race, class and gender as they apply to a given individual or group, regarded as creating overlapping and interdependent systems of discrimination or disadvantage.

intersex – An umbrella term describing people born with reproductive or sexual anatomy and/or a chromosome pattern that can't be classified as typically male or female. Those variations are also sometimes referred to as Differences of Sex Development (DSD.) Avoid the outdated and derogatory term "hermaphrodite." While some people can have an intersex condition and also identify as transgender, the two are separate and should not be conflated. (GLAAD, 2016)

invisible minority - A group whose minority status is not always immediately visible, such as disabled people and LGBTQ+ people. This lack of visibility may make organizing for rights difficult.

-ism's - A way of describing any attitude, action or institutional structure that subordinates (oppresses) a person or group because of their target group, color (racism), gender (sexism), economic status (classism), older age (ageism), religion (e.g., antisemitism), sexual orientation (heterosexism), language/immigrant status (xenophobism), etc.

J

justice-involved – A person who has personally been involved with the criminal justice system, or who's family, particularly a parent or legal guardian while the person was a minor, has been involved with the criminal justice system.

K

There are no glossary items beginning with the letter 'k'.

L

Latino / a – Umbrella terms referring to residents or citizens of the United States with Latin American ancestry. Latina is the feminine form of Latino and means a woman or girl. Use Latina(s) for a woman or women; use Latino(s) for a man or men. Latino is principally used west of the Mississippi, where it has displaced Chicano and Mexican American. In 2011, the Los Angeles Times amended its style guide to advise journalists to use Latino over Hispanic in virtually all circumstances "in keeping with the practices and sensibilities of residents of our region."

Latinx – Pronounced "La-teen-ex." A gender-neutral word, increasingly used instead of Latino and/or Latina, to refer to people of Latin American cultural or ethnic identity. The -x suffix replaces the standard o/-a ending of nouns and adjectives, used to signify grammatical gender in Spanish. Its plural is Latinxs. Can also be used as an alternative to Latino or Latina for people who don't necessarily identify as female or male. This could include people who identify as agender, nonbinary, gender non-conforming, genderqueer and gender fluid.

> Be aware that many people who identify as Latino/a or Hispanic are not familiar with the term Latinx. Only 23% of U.S. adults who self-identified as Hispanic or Latino had heard of the term Latinx, and just 3% said they used it to describe themselves, according to a nationally representative, bilingual survey of U.S. Hispanic adults conducted in December 2019 by Pew Research Center. (Kanigel, Latinx, 2021)

> Federal policy defines "Latino" not as a race, but as an ethnicity; it notes that Latinos can be of any race. The U.S. Census Bureau uses terms such as "Hispanic or Latino" and "non-Hispanic or Latino" in its survey questions on ethnicity.

lesbian – A woman whose enduring physical, romantic, and/or emotional attraction is to other women. Some lesbians may prefer to identify as gay (adj.) or as gay women. Avoid identifying lesbians as "homosexuals," a derogatory term. (GLAAD, 2016)

LGBT, LGBTQ, LGBTQIAA+ - Acronyms referring to lesbian, gay, bisexual, transgender, queer, intersex agender, and asexual.

M

marginalized / marginalization - The process by which minority groups/cultures are excluded, ignored or relegated to the outer edge of a group/society/community. A tactic used to devalue those that vary from the norm of the mainstream, sometimes to the point of denigrating them as deviant and regressive.

MENA, Middle Eastern or North African – Abbreviation for the region known as the Middle East and North Africa. People of MENA descent can mark "white, including Middle Eastern" or "some other race" on Census forms. Use Middle Eastern or North African descent on first reference. If you use the MENA abbreviation, explain it. (Kanigel, MENA, Middle Eastern or North African)

microaggression - Brief and commonplace daily verbal, behavioral and environmental indignities, whether intentional or unintentional, that communicate hostile, derogatory or negative racial, gender, sexual orientation and religious slights and insults to the target person or group.

mixed status (immigrant families) – A mixed status family is one in which at least one member is residing legally in the United States and at least one member is not. Often, this includes children born in the United States to unauthorized immigrant parents. (Rodriguez, 2018)

minority – A term used to describe racial, ethnic, religious, or linguistic groups that are non-dominant in the society or culture in which they reside. The United Nations notes that:

> The promotion and protection of the rights of minorities require particular attention to be paid to issues such as the recognition of minorities' existence; efforts to guarantee their rights to non-discrimination and equality; the promotion of multicultural and intercultural education, nationally and locally; the promotion of their participation in all aspects of public life; the inclusion of their concerns in development and poverty-reduction processes; disparities in social indicators such as employment, health and housing; the situation of women and the special concerns of children belonging to minorities. (United Nations, 2010)

MTF/M2F - Abbreviation for male-to-female transgender person (The Safe Zone Project)

N

Native Hawaiian or Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. (U.S. Department of Education, 1997)

non-binary and/or genderqueer - Terms used by some people who experience their gender identity and/or gender expression as falling outside the categories of man and woman. They may define their gender as falling somewhere in between man and woman, or they may define it as wholly different from these terms. The term is not a synonym for transgender and should only be used if someone self-identifies as non-binary and/or genderqueer.

Nonresident alien – A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. (U.S. Department of Education, 1997) Minnesota State recommends using "noncitizen" or "undocumented citizen" rather than nonresident alien. Though an official legal term, it is dehumanizing.

O

opportunity gap – Opportunity gap refers to the fact that the arbitrary circumstances in which people are born—such as their race, ethnicity, ZIP code, and socioeconomic status—determine their opportunities in life, rather than all people having the chance to achieve to the best of their potential. Opportunity gap draws attention to the conditions and obstacles that young students face throughout their educational careers. It therefore accurately places responsibility on an inequitable system that is not providing the opportunities for all kids to thrive and succeed. (Mooney, 2018)

oppression (institutionalized) - Systematic mistreatment of people within a society identity group supported and enforced by the society and its institution, solely based on the person's membership in the social identity group.

oppression (internalized) - The manner in which members of an oppressed group come to internalize the oppressive attitudes of others toward themselves and those like them.

P

pansexual - A term most commonly used in the world outside of academia as a sexual identity (and sexual orientation) term similar to bisexuality, but more inclusive of trans people. It also shows an awareness of the implied gender binary in the term, bisexual.

Pell-eligible - A student who applied for a federal Pell Grant, awarded to undergraduates who display exceptional financial need and who have not earned a bachelor's, graduate, or professional degree, and was determined to be eligible. (U.S. Department of Education, n.d.)

people-/person-first language - A way of describing disability that involves putting the word person or people before the word disability or the name of a disability, rather than

placing the disability first and using it as an adjective. Some examples of people-first language might include saying "person with a disability," "woman with cerebral palsy" and "man with an intellectual disability." The purpose of people-first language is to promote the idea that someone's disability label is just a disability label-not the defining characteristic of the entire individual.

people of color / students of color - The term *people of color* is acceptable when necessary in broad references to multiple races other than white. However, be thoughtful in its usage. It is an umbrella term for anyone who is non-White, which implicitly centers white people as the "norm." Many people of various races object to the term *people of color* for various reasons, including that it lumps together into one monolithic group anyone who isn't white. Do not capitalize the word "people" in people of color, as the term does not designate an ethnicity. It is not a proper noun. Do not use *person of color* for an individual.

permanent resident - Any person not a citizen of the United States who is residing in the U.S. under legally recognized and lawfully recorded permanent resident as an immigrant. Also known as permanent resident alien, resident alien permit holder and green card holder.

pluralism - A situation in which people of different social classes, religions, races, etc., are together in a society but continue to have their different traditions and interests.

POCI – People of Color and Indigenous. Used by the Minnesota state legislature as the name of a caucus.

prejudice - An opinion, prejudgment or attitude about a group or its individual members. A prejudice can be positive but usually refers to a negative attitude. Prejudices are often accompanied by ignorance, fear or hatred. Prejudices are formed by a complex psychological process that begins with attachment to a close circle of acquaintances or an in-group such as a family. Prejudice is often aimed at out-groups.

privilege - A special right, advantage or immunity granted or available only to a particular person or group of people.

> **privilege (heterosexual)** - Those benefits derived automatically by being heterosexual that are denied to homosexuals and bisexuals. Also, the benefits homosexuals and bisexuals receive as a result of claiming heterosexual identity or denying homosexual or bisexual identity.

> **privilege (white)** - Refers to the unquestioned and unearned set of advantages, entitlements, benefits and choices bestowed on people solely because they are white. Generally, white people who experience such privilege do so without being conscious of it.

pronouns - A pronoun is a word that refers to someone or something that is being talked about (like she, it, them, and this). Gender pronouns (like he and hers) specifically refer to people that you are talking about. You can't always know what pronoun (she/her, he/him, they/them) someone uses by looking at them. Asking and correctly using someone's personal pronoun is one of the most basic ways to show your respect for their gender identity.

protected status - A characteristic that, in accordance with federal and state law, is protected from discrimination and harassment: age, color, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, or veteran status.

Q

queer - An umbrella term that individuals may use to describe a sexual orientation, gender identity or gender expression that does not conform to dominant societal norms.

questioning - An identity label for a person who is exploring their sexual orientation or gender identity and is in a state of moratorium in terms of identity formation.

R

race - A dynamic set of historically derived and institutionalized ideas and practices that (1) sorts people into ethnic groups according to perceived physical and behavioral human characteristics; (2) associates differential value, power and privilege with these characteristics and establishes a social status ranking among the different groups; and (3) emerges (a) when groups are perceived to pose a threat (political, economic or cultural) to each other's world view or way of life; and/or (b) to justify the denigration and exploitation (past, current or future) of, and prejudice toward other groups.

race and ethnicity – Categories developed in 1997 by the Office of Management and Budget (OMB) that are used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. The designations are used to categorize U.S. citizens, resident aliens, and other eligible non-citizens. Individuals are asked to first designate ethnicity as:

- Hispanic or Latino or
- Not Hispanic or Latino
- Second, individuals are asked to indicate one or more races that apply among the following:
- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

(U.S. Department of Education, 1997)

race-conscious inquiry – An inquiry approach that changes the question from "are my practices working" to "*for whom* are my practices working?" The approach asks who/what is valued; what attitudes, behaviors, and emotions are students being asked to adopt; and are there racialized patterns? (Gray, 2020) Race-conscious practitioners: 1) notice, name, and

question patterns of inequitable outcomes among students from minoritized race/ethnic groups, and 2) contextualize inequitable outcomes in light of historical exclusion, discrimination, and educational apartheid. (Center for Urban Education, University of Southern California)

racial and ethnic identity - An individual's awareness and experience of being a member of a racial and ethnic group; the racial and ethnic categories that an individual chooses to describe him or herself based on such factors as biological heritage, physical appearance, cultural affiliation, early socialization and personal experience.

racism (cultural) - Refers to representations, messages and stories conveying the idea that behaviors and values associated with white people or whiteness are automatically better or more normal than those associated with other racially defined groups.

racism (institutional) - Institutional racism refers specifically to the ways in which institutional policies and practices create different outcomes for different racial groups. The institutional policies may never mention any racial group, but their effect is to create advantages for whites and oppression and disadvantage for people from groups classified as people of color.

racism (structural) - The normalization and legitimization of an array of dynamics – historical, cultural, institutional and interpersonal – that routinely advantage Whites while producing cumulative and chronic adverse outcomes for people of color. Structural racism encompasses the entire system of White domination, diffused and infused in all aspects of society including its history, culture, politics, economics and entire social fabric. Structural racism is more difficult to locate in a particular institution because it involves the reinforcing effects of multiple institutions and cultural norms, past and present, continually reproducing old and producing new forms of racism. Structural racism is the most profound and pervasive form of racism – all other forms of racism emerge from structural racism.

racist policy - A racist policy is any measure that produces or sustains racial inequity between or among racial groups. Policies are written and unwritten laws, rules, procedures, processes, regulations and guidelines that govern people. There is no such thing as a nonracist or race-neutral policy. Every policy in every institution in every community in every nation is producing or sustaining either racial inequity or equity between racial groups. Racist policies are also express through other terms such as "structural racism" or "systemic racism". Racism itself is institutional, structural, and systemic. (Kendi, 2019)

reasonable accommodation - Any modification or adjustment to a job or the work environment that will enable a qualified applicant or employee with a disability to participate in the application process or to perform essential job functions. Reasonable accommodation also includes adjustments to assure that a qualified individual with a disability has rights and privileges in employment equal to those of employees without disabilities.

refugee - Generally, any person outside his or her country of nationality who is unable or unwilling to return to that country because of persecution or a well-founded fear of

persecution based on the person's race, religion, nationality, membership in a particular social group or political opinion.

S

safe space - A place where anyone can relax and be fully self- expressed, without fear of being made to feel uncomfortable, unwelcome or unsafe on account of biological sex, race/ethnicity, sexual orientation, gender identity or expression, cultural background, age or physical or mental ability; a place where the rules guard each person's self-respect and dignity and strongly encourage everyone to respect others.

segregationist – One who is expressing the racist idea that a permanently inferior racial group can never be developed and is supporting policy that segregates away that racial group. (Kendi, 2019, p. 24)

sex – The classification of a person as male or female. At birth, infants are assigned a sex, usually based on the appearance of their external anatomy. (This is what is written on the birth certificate.) A person's sex, however, is actually a combination of bodily characteristics including: chromosomes, hormones, internal and external reproductive organs, and secondary sex characteristics. (GLAAD, 2016)

sex assignment - The initial categorization of an infant as male or female.

sexism - A system of beliefs or attitudes which relegates women to limited roles and/or options because of their sex.

sexual identity - How a person identifies physically: female, male, in between, beyond or neither.

sexual partner preference / sexual orientation – Describes a person's enduring physical, romantic, and/or emotional attraction to another person. Gender identity and sexual orientation are not the same. Transgender people may be straight, lesbian, gay, bisexual, or queer. For example, a person who transitions from male to female and is attracted solely to men would typically identify as a straight woman. (GLAAD, 2016)

sizeism - The mistreatment of or discrimination against people based upon their perceived (or self-perceived) body size or shape.

social justice - Social justice includes a vision of society in which the distribution of resources is equitable and all members are physically and psychologically safe and secure. Social justice involves social actors who have a sense of their own agency as well as a sense of social responsibility toward and with others and the society as a whole.

stereotype - An exaggerated belief, image or distorted truth about a person or group - a generalization that allows for little or no individual differences or social variation. Stereotypes are based on images in mass media or reputations passed on by parents, peers and other members of society. Stereotypes can be positive or negative.

Stop AAPI Hate - A movement that was launched in March 2020 in response to a rise in anti-Asian bias and racism stemming from the coronavirus pandemic that originated in China. The Asian Pacific Planning and Policy Council, Chinese for Affirmative Action and the Asian American Studies Department of San Francisco State University created a reporting center under the name Stop AAPI Hate to track and respond to cases of hate, violence, harassment and discrimination against Asian Americans and Pacific Islanders in the United States. (Associated Press, 2020)

structural racism – A system in which public policies, institutional practices, cultural representations, and other norms work in various, often reinforcing ways to perpetuate racial group inequity. It identifies dimensions of our history and culture that have allowed privileges associated with "whiteness" and disadvantages associated with "color" to endure and adapt over time. Structural racism is not something that a few people or institutions choose to practice. Instead it has been a feature of the social, economic and political systems in which we all exist. (The Aspen Institute Roundtable on Community Change) In the post-Jim Crow era, structural racism continues to be perpetuated despite the guise of race-neutrality, through various forms of "color-blind" racism.

T

transgender - An umbrella term for persons whose gender identity, gender expression or behavior does not conform to that typically associated with the sex to which they were assigned at birth. Trans is sometimes used as a shorthand for transgender. Not everyone whose appearance or behavior is gender-nonconforming will identify as a transgender person.

transition - A complicated, multi-step process that can take years as transgender people align their anatomy with their sex identity and/or their gender expression with their gender identity.

transracial adoption – The joining of racially different parents and children together in adoptive families. In the majority of transracial adoptions, White parents adopt children who are considered racial/ethnic minorities in their country. These racial/ethnic differences between parents and children have led to social and political controversies and to changes in the processes of domestic and international adoption of racial/ethnic minority children. (Lee, 2003)

two-spirit – an umbrella term traditionally within Native American communities to recognize individuals who possess qualities or fulfill roles of both genders. (The Safe Zone Project)

U

underutilization - The condition of having fewer protected group members in a particular job classification than would be reasonably expected by their availability in the labor force.

unisex - Clothing, behaviors, thoughts, feelings, relationships, etc., which are considered appropriate for members of any gender/sex.

universal design - The process of creating products that are usable by people with the widest possible range of abilities, operating within the widest possible range of situations; whereas, accessibility primarily refers to design for people with disabilities.

V

There are no glossary items beginning with the letter 'v'.

W

white – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. (U.S. Department of Education, 1997)

white supremacy - A historically-based, institutionally-perpetuated system of exploitation and oppression of continents, nations and people of color by white people and nations of the European continent for the purpose of maintaining and defending a system of wealth, power and privilege.

X

xenophobia - A culturally based fear of outsiders. It has often been associated with the hostile reception given to those who immigrate into societies and communities. It could result from genuine fear of strangers or it could be based on things such as competition for jobs, or ethnic, racial, or religious prejudice.

Y

There are no glossary items beginning with the letter 'v'.

Z

ze - Gender neutral pronouns that can be used instead of he/she. (The Safe Zone Project)

zir - Gender neutral pronouns that can be used instead of his/her. (The Safe Zone Project)

Annual Review of Terms

- Items identified by the community for review, revisions, deletion, or addition to the Terms of Equity and Inclusion may be submitted at any time throughout the year.
- Annually in the early spring, a subteam of the Equity 2030 Working Group will review the Terms of Equity and Inclusions, including any suggested items submitted by the community.
    - The subteam will consider each suggestion as well as changes in meanings or usage over the prior year and decide whether to recommend revisions to the Terms of Equity and Inclusion.
    - Where possible, definitions for terms shall be externally sourced and referenced within the Terms of Equity and Inclusion.
- Recommendations for revisions will be submitted to the Vice Chancellor for Equity and Inclusion and the Chief Marketing and Communications Officer by April 1 each year.
    - The Vice Chancellor for Equity and Inclusion and the Chief Marketing and Communications Officer may, but are not required to, circulate recommended revisions to other groups within Minnesota State for comment or feedback.
    - The Vice Chancellor for Equity and Inclusion and the Chief Marketing and Communications Officer will approve or deny revisions by August 1 each year.
- Updates to the Terms of Equity and Inclusion will be published coincident with the annual updates made to the Minnesota State Brand Standards Manual each year.

We understand that we must continually research, listen, collaborate, and study these important topics. We strive to continually update the guide with relevant resources as they develop. Should you have any questions, feedback, or concerns, please contact the Minnesota State Marketing and Communications Office MinnState@MinnState.edu.

Citations and Sources

This document has been adapted from the [Diversity and Inclusion Dictionary from Virginia Commonwealth University Division for Inclusive Excellence](https://omsa.vcu.edu/resources/glossary-of-diversity-terms/) (https://omsa.vcu.edu/resources/glossary-of-diversity-terms/) and using information from:

> Cornell Law School Legal Information Institute Affirmative Action: http://www.law.cornell.edu/wex/affirmative_action

> Safe Zone Project's LGBTQ+ Vocabulary Glossary of Terms: http://www.thesafezoneproject.com/resources/vocabulary/

> United States Department of Justice Civil Rights Division Information and Technical Assistance on the Americans with Disabilities Act: http://www.ada.gov/

> Chegg Study Definitions: http://www.chegg.com/homework-help/definitions/assimilation-49culture

> Psychology Today Bias: http://www.psychologytoday.com/us/basics/bias

> MyPronous.Org Resources on Personal Pronouns: What and Why: http://www.mypronouns.org/what-and-why

> Iftekharuddin Choudhury Culture: http://people.tamu.edu/~i-choudhury/culture.html

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