

In order to facilitate a campus environment in which all members feel comfortable and welcome, we desire to create and maintain a culture that promotes the value of each individual.

All of us are familiar with the masculine pronouns (he/him/his) and feminine pronouns (she/her/hers). While these two sets of pronouns may reflect many members of the KCAI campus community, they also do not accurately represent a large portion of the population. Transgender, Non-Binary, or Gender Nonconforming individuals, in some cases, use pronouns other than these two. It is important to note, however, that some of these individuals may also use he or she. There are many different pronouns a person may use other than he or she, but the most common one in recent history at KCAI is they/them/theirs. To be clear, this pronoun uses "they" in a singular sense.

We all have names we were given or have chosen, and pronouns we feel best reflect us. Referring to someone accurately, and using correct pronouns is a sign of respect and value for that person. Likewise, failing to refer to people accurately, or refusing to use their correct name and pronouns communicates the opposite. While everyone at KCAI has different roles to play, it is imperative we all engage in practices that are inclusive and articulate respect for everyone.

In order to make this happen, we need everyone's help.

- Faculty are encouraged to have a conversation with students on the first day of class about names and pronouns.
- Staff are encouraged to ask a student what their pronouns are when they stop into an office to ask a question, or at the start of a meeting.
- Students are encouraged to engage in conversations with each other about names and pronouns.

We believe it is critical for everyone to engage in these activities, but that does not mean it will be easy. Many of you may have a lot of experience with this topic and feel comfortable doing this right now, but there may be others who are less experienced and not comfortable speaking



knowledgeably on this topic. In the spirit of preparing all members of our campus community to successfully engage and have these conversations, the resources below have been provided.

We trust that everyone at KCAI is coming from a good place in wanting to help support each other and the mission of the college, and encourage everyone to be prepared to approach this with requisite effort and professionalism. If you have any questions, or wish to discuss further, please feel free to get in contact.

Sincerely,

Joe Timson Assistant Dean of Students 816-802-3419 jtimson@kcai.edu

The link below is to a video that shares information about why pronouns are important and tips for best practices as it relates to engaging with others around this topic.

https://www.youtube.com/watch?v=N_yBGQqg7kM&list=PLzvHBM3MU_I9y0CFH5PManC4WP 5qkMIAZ&index=2&t=0s

The link below is a quick reference guide that contains practical suggestions for ways to develop an open dialogue about pronouns and maintain an inclusive environment.

https://rightasrain.uwmedicine.org/life/relationships/how-to-talk-about-pronouns



This link below is a comprehensive resource for understanding pronoun use that contains practical examples that will provide a greater understanding of the terms and how they may relate to each individual person.

https://www.mypronouns.org/

This link below contains examples of many commonly used pronouns. Each button that contains a pronoun is an active link that when clicked will show the conjugations of said pronoun. There is also a feature that allows you to practice with each pronoun set that will be very helpful.

https://www.practicewithpronouns.com/#/?_k=rrfnm4