



THE UNIVERSITY OF WINNIPEG  
POLICY

NUMBER 1-2

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INITIALS RK

TITLE: INCLUSIVE LANGUAGE IN PUBLICATIONS

EFFECTIVE DATE: December 1, 1992

AUTHORITY: Board of Regents and Senate

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Purpose

The purpose of this policy is to ensure that no members of The University of Winnipeg will be excluded or separated on the basis of gender by the use of exclusionary language in University publications.

Scope

This policy applies to all publications and documents bearing the name of The University of Winnipeg which are available to internal constituencies and/or the public.

Responsibility

The University Secretary shall be responsible for the communication, administration, and interpretation of this policy.

Policy

All publications and documents which fall within the scope of this policy shall use inclusive language, except where feminine or masculine references are required.

Procedure

- (1) All publications and documents which are subject to revision at least annually shall be brought into conformity with this policy by June 30, 1994.
- (2) All publications and documents which are subject to revision from time to time but not necessarily at least annually shall be brought into conformity with this policy by December 31, 1994.
- (3) All publications and documents which are not subject to revision but which continue to govern some aspect of the University's activity shall be brought into conformity with this policy by June 30, 1995.
- (4) To assist those responsible for preparing official publications and documents, the University Secretary shall prepare a Handbook of Inclusionary Language by March 31, 1993.

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