



# University of Mississippi Workplace Transition Resource Guide

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2016



*The University of Mississippi*  
Office of the Ombudsperson

*The University of Mississippi*  
Equal Opportunity & Regulatory Compliance

## Introduction

The University of Mississippi is committed to being an academic institution that serves to create, evaluate, share, and apply knowledge, and is committed to being a free, open, and inclusive environment for all University constituents. The purpose of this document is to address the needs that arise in the workplace when a transgender person decides to go through the process of publicly changing their gender presentation in order to accurately reflect who they are as a person, which is known as "transitioning." Change often creates anxiety and a person going through a transition will actually affect many people – the individual transitioning, supervisors, co-workers, constituents and students. These guidelines are meant to assist all individuals going through the transition process while providing awareness to the University community. This resource guide is consistent with both the University of Mississippi's Non-Discrimination and Anti-Harassment policies and the UM Creed, which calls on every member of the University community to respect the dignity of each person.

## Commitment

The University of Mississippi advocates for diversity and inclusion, allowing each member of the University community to make a unique contribution toward establishing the University as a place that nurtures excellence. We enable these contributions by maintaining a workplace environment that embraces diversity and fosters creativity and innovation. Accordingly, fairness and civility must be defining characteristics of our workplace environment.

The University of Mississippi *Non-Discrimination and Complaint Procedure Policy* (#10000632, effective 9/14/2016), "The University of Mississippi does not unlawfully discriminate on the basis of race, color, gender, sex, sexual orientation, gender identity or expression, religion, national origin, age, disability, veteran status, or genetic information. Employees, students, applicants for admission or employment, or other participants in University of

Mississippi programs or activities, who believe they have been discriminated against, are entitled to seek relief...."

[https://secure4.olemiss.edu/umpolicyopen/GetPdfActive?pol=10848182&ver=active&file=10848182\\_active\\_20160914.pdf&cod=ACA.EO.100.005](https://secure4.olemiss.edu/umpolicyopen/GetPdfActive?pol=10848182&ver=active&file=10848182_active_20160914.pdf&cod=ACA.EO.100.005)

The University of Mississippi *Equal Employment and Affirmative Action Policy* (#10000631, effective 9/14/2016) states, "It is the policy of the University of Mississippi to provide equal opportunity in any employment practice, education program or education activity to all qualified person...This policy extends to recruitment, employment, promotion, demotion, transfer, lay-off, termination, compensation, training, benefits and all other terms and conditions of employment."

[https://secure4.olemiss.edu/umpolicyopen/GetPdfActive?pol=10847871&ver=active&file=10847871\\_active\\_20160914.pdf&cod=ACA.EO.100.001](https://secure4.olemiss.edu/umpolicyopen/GetPdfActive?pol=10847871&ver=active&file=10847871_active_20160914.pdf&cod=ACA.EO.100.001)

### UM Creed

The University of Mississippi is a community of learning dedicated to nurturing excellence in intellectual inquiry and personal character in an open and diverse environment. As a voluntary member of this community:

- I believe in respect for the dignity of each person.
- I believe in fairness and civility.
- I believe in personal and professional integrity.
- I believe in academic honesty.
- I believe in academic freedom.
- I believe in good stewardship of our resources.
- I pledge to uphold these values and encourage others to follow my example.

## Definition of Terms

The following list of terms and definitions was compiled from the Human Rights Campaign. Please recognize that the understanding of these and other terms may be different for each person. Some of the following terms, such as *queer*, have been used as derogatory terms in the past; however, in recent history, these terms have been reclaimed by members of the LGBTQ community as neutral or positive self-identifiers.

**Transgender** Transgender is a broad term and is good for non-transgender people to use. "Trans" is shorthand for "transgender." Transgender is a term for people whose gender identity, expression or behavior is different from those typically associated with their assigned sex at birth. (Note: Transgender is correctly used as an adjective, not a noun, thus "transgender people" is appropriate but "transgenders" is often viewed as disrespectful.) Being transgender does not imply any specific sexual orientation. Therefore, transgender people may identify as straight, gay, lesbian, bisexual, etc. Not all individuals who consider themselves (or who may be considered by others as) transgender will undergo a gender transition.

**Transition** The time when a person begins to live as the gender with which they identify rather than the gender they were assigned at birth, which often includes changing one's first name and dressing and grooming differently. Transitioning may or may not also include medical and legal aspects, including taking hormones, having surgery, or changing identity documents (e.g. driver's license, Social Security record) to reflect one's gender identity. Medical and legal steps are often difficult for people to afford.

**Cisgender (Cis)** is the term used to describe people whose gender identity or expression aligns with those typically associated with the sex assigned to them at birth.

Ally – an individual who honors diversity and shows support for LGBTQ individuals and acts accordingly to help promote equality.

**Queer** A term people often use to express fluid identities and orientations. Often used interchangeably with "LGBTQ" and also as an umbrella term for those whose sexual orientation is anything other than exclusively heterosexual.

**Sex** refers to the designation of a person at birth as either "male" or "female" based on their anatomy (e.g. reproductive organs) and/or their biology (e.g. hormones).

**Gender** is the social meaning given to sex. A person's gender role refers to the traditional or stereotypical roles, behaviors, activities and attributes that a given society consider appropriate for men and women.

**Gender Expression** is the external appearance of one's gender identity, usually expressed through behavior, clothing, haircut or voice, and which may or may not conform to socially defined behaviors and characteristics typically associated with

being either masculine or feminine.

**Gender Identity** is one's innermost concept of self as male, female, a blend of both or neither – how individuals perceive themselves and what they call themselves. One's gender identity can be the same or different from their sex assigned at birth. Gender identity is distinct from sexual orientation.

**Gender Dysphoria** is a psychological diagnosis recognized by the American Psychiatric Association. This disorder is marked by severe distress and discomfort caused by the conflict between one's gender identity and one's designated sex at birth. Not all transgender people experience gender dysphoria or are diagnosed with GID.

**Gender Non-Conforming** is a broad term referring to people who do not behave in a way that conforms to the traditional expectations of their gender, or whose gender expression does not fit neatly into a category.

**MTF: "Male to Female"** refers to an individual who is born and perceived to be male who transitions to publicly and privately live as a female.

**FTM: “Female to Male”** refers to an individual who is born and perceived to be female who transitions to publicly and privately live as a male.

**Sexual Orientation** refers to an individual’s inherent physical and emotional attraction to the same and/or opposite gender. A person’s sexual orientation is distinct from a person’s gender identity and expression.

## Transitioning – The Process

The process of a transgender person publicly changing their gender presentation in society is known as “transitioning.” Someone that is in the process of transitioning will often take the initiative to actively change their expression (e.g., dress, jewelry, mannerisms, voice, vocabulary) and possibly even their physiology (e.g., through hormone therapy, sex reassignment surgery, or both); however, not all people who are transgender will undergo a gender transition.

The gender transition process is extensive. It is accomplished with the help of medical professionals, in accordance with recognized standards of care. In general, the process will involve psychological evaluation, monitoring, and counseling; hormone therapy; and a trial living period of at least one-year (which is called the real life experience) to ascertain the level of comfort the individual has in the reassigned gender. When an individual approaches this trial living period, they will typically notify their employer of the transition. Each transitioning individual will have their own set of unique factors, which will require a customized plan. It is important that the individual work with a support team in an open and honest way to allow a smooth transition process within the workplace, as many transitioning individuals may face difficult situations and interactions in their personal, professional, family, and financial lives simultaneously.

### Rights & Responsibilities

There are rights, expectations and responsibilities of each party associated with a transition in the workplace, and it is essential that open and honest communication be established to build trust for each party. A successful transition in the workplace can only occur with commitment and understanding of each involved party.

### For Transitioning Individuals

If you are transitioning, you have the right to be open about who you are. This means, while still maintaining professional expectations and decorum, you may express your gender identity, characteristics or expression without fear of consequences. With this right comes the expectation that all parties will work together to ensure your needs are understood and that you are aware of what is expected of you during transition. It is important for you to do your part to make the transition successful within the workplace, and the first step is to inform key personnel who can assist you. Your first point of contact may be your immediate supervisor or a supportive co-worker. It is important that at some point your immediate supervisor, manager, and/or a co-worker become part of your support team.

### For Managers

If you supervise, manage, or lead an employee who is transitioning, it is important to establish and maintain communication, convey understanding, and demonstrate sensitivity to the vulnerability the subordinate may be feeling. Below are tips to reflect your support.

- If you are unfamiliar or uncomfortable with the transition, allow the transitioning individual to educate you, or leverage coaching and resources available to you through Human Resources, the UM Allies Program, the University Counseling Center, the Office of the Ombudsperson, The Sarah Isom Center for Women & Gender Studies and the Center for Inclusion & Cross Cultural Engagement.
- Listen carefully to what the individual is telling you, including how and what they would like to communicate about their transition to their coworkers. (For instance, do they want to keep their transition as quiet as possible, or would they prefer to announce it? If they prefer to announce it, how would they like that to happen?) Be open-minded and discuss with the transitioning individual their needs and concerns.
- Make it clear to them that your conversation will be held in confidence. Explain questions and concerns you might have and ask their opinion on matters covered in subsequent sections.

## Making it Happen

### Appearance

For individuals considering hormonal or other medical treatments, Standards of Care may suggest, and clinicians may require, that they first assume the role of their reassigned gender for a period of time known as the *Real-Life Experience*. This is *not* University requirement, and the decision of whether, when, and how to begin the real-life experience is entirely and exclusively the responsibility of the transitioning individual. Part of the real-life experience may be dressing full-time in the reassigned gender role.

A transgender employee is permitted to dress in a manner consistent with their gender identity and is required to comply with the same standards of dress and appearance that apply to all other individuals in the workplace. If the individual dresses or behaves inappropriately, the issue should be addressed in the same manner it would be addressed with any other individual.

### Restroom & Locker Room Access

Restroom access issues need to be handled with sensitivity. While fulfilling our obligation to provide transitioning individuals with the same level of restroom access available to non-transgender individuals, we must also be mindful of potential concerns of co-workers sharing restroom facilities with transgender co-workers. Gender-inclusive restrooms avoid this potential issue; however, most facilities will have gender specific designations on their restrooms and locker rooms. A map of gender-inclusive bathrooms across campus will soon be available on the Campus Map, under Amenities. For more information about restroom amenities, please contact Facilities Planning.

### Name, Gender and Photograph Changes

- **Nickname or Preferred Names:** An employee whose transition includes the use of a new name may submit the preferred name through the Employee Self-Service (ESS) portal of myOleMiss. When indicated by the employee, preferred names will be used in less formal communications and be displayed in the University's online directory, email and myOleMiss.  
<http://hr.olemiss.edu/welcome/preferred-name/>
- **Photograph Changes:** The employee may also upload or change their University Directory photo within myOleMiss.
- **Associated E-mail:** The transitioning employee may have their preferred name listed as the display name on their university-issued e-mail. In order to make this change, log in to ummail.olemiss.edu (See "Pronoun & Name Changes" section.)
- **Legal Name Change:** Upon a legal name change of the transitioning individual, they may change their name and gender on all personnel and administrative records (See "Pronoun & Name Changes" section of this document.)

### Right to Privacy

Transgender employees at the University of Mississippi have the right to be themselves without unnecessary disclosure of medical information. Current and prospective employees who encounter problems concerning identification documentation, such as payroll and insurance forms, should feel comfortable raising those concerns with Human Resources directly.

### Statement of Confidentiality

The transgender status of an individual is considered confidential and should only be disclosed on a need-to-know basis, and only with the consent of the individual. However, transitioning individuals are encouraged to participate in the necessary education of their co-workers, on whatever level and timeframe they feel comfortable.

## Creating a Plan

The creation of a transition plan can help smooth the transition for the employee, co-workers and supervisors, and may help reduce uncertainties while providing everyone involved with a common road map.

### Suggested Guidelines for Transitioning Individuals

We recommend that you create a support team to aid in your workplace transition. Possible support team members could include the your supervisor, the University Ombudsperson, a Human Resources representative, and/or other supportive co-workers who can help develop a transition support plan that is appropriate for you, and who can provide support to you throughout the transition. The list below is a suggested list of things to consider and discuss with your support team.

#### 1. Develop a Support Team

- Who are the people at the University you may need to engage at some point during the transition (e.g., supervisors, Ombudsperson, Human Resources, co-workers, etc.)?
- When do they need to be engaged?
- Are there any specific issues that need to be addressed sooner rather than later?

#### 2. Create a Timeline

Usually this is a 1-year timeline to coincide with the real-life experience. Prior to target transition dates, what are your milestones?

- Determine when you would like to notify fellow co-workers outside of your support group of your transition.
- Block out key dates, such as for legal name change, transition milestones and other events.

#### 3. Things to Consider

- How would you like your co-workers to find out about your transition? (e.g., a letter or e-mail from you? a face-to-face meeting with each co-worker? an announcement or explanation from a supervisor?)
- List all the things that a new employee must do during the first week of employment—obtaining an ID, W-4 forms, insurance paperwork, etc. How long do these normally take?
- How do you think those you interact with regularly should be informed?
- Do a search for your current name on the University and departmental directories for team rosters and other references. How many of these pages will need to be altered?

### Guidelines for Supervisors and the Support Team

#### 1. Provide Assurance

- Affirm your support of the individual. If you have concerns about the transition, state those concerns separate from your support of the transitioning person to the supervisor, the Office of the Ombudsperson or Human Resources. This topic is referenced further in the upcoming section “Addressing Concerns of Co-workers and Clients.”
- Affirm that the transitioning individual is covered by the existing policies outlined in the “Commitment” section of this document.
- Make it clear that your conversation will be held in confidence and make note of those things for which you may wish to seek outside guidance.

#### 2. Solicit Input

- Ask the transitioning individual for suggestions on how you can assist during their transition.
- Ask if the individual wishes to inform co-workers on their own, or if they prefer that this be done for them, and discuss how this might work.
- Ask if they are considering a name change. If yes, ask what name and pronoun the individual will use, and when this use should begin.
- Discuss and agree upon the procedure for adhering to the dress code.
- Let the transitioning employee know that all conversations are confidential, and that they can come to you if they need any assistance during the transition.

### 3. Develop a Plan

- Discuss the expected timeline of when the individual will begin their transition at work. This will probably be the point at which the individual begins to present consistently with their gender identity, including change of name, pronouns, dress, grooming, appearance and restroom use.
- Help the individual develop a plan to inform co-workers and/or departments.
- Identify and plan for anticipated time off of work. For time off for medical treatment related to the transition, Major Medical Leave policy for the employee applies. For example, Major Medical Leave for permanent, benefits-eligible employees is governed by UM policy #10000556. Contact a Benefits representative within Human Resources regarding the utilization of leave time and the proper documentation needed.
- Confirm who will be the main point of contact (Manager, Ombudsperson or Human Resources) to assist in managing the University's involvement during the transition.

### Addressing Concerns of Co-workers and Clients

Differing levels of knowledge of, and differing personal beliefs about, transgender issues among coworkers create the potential for misunderstandings, tensions, or conflicts in the workplace. While all UM employees are required to adhere to University policies, and expected to conduct themselves in keeping with the University Creed, we must also ensure that a forum is made available for individuals to express concerns, ask questions and learn about transitioning in the workplace.

In addition to a potential group meeting at which the individual's manager may announce the transition, trainings, counseling or briefing sessions for people on transgender issues are suggested through Human Resources, the University Counseling Center, the Sarah Isom Center for Women & Gender Studies, the Office of the Ombudsperson or the Center for Inclusion & Cross Cultural Engagement. These offerings can reduce fear of the unknown and help promote a positive work environment for all employees, while providing important information to co-workers, managers and constituents on what to expect when an individual begins their transition. Establishing some level of comfort as to what the transition is and why it is happening is important for preventing future misunderstandings, tensions, or conflicts.

- Individuals who raise concerns about a transgender co-worker should be given information regarding transgender issues for education and training purposes and should be coached to differentiate personal beliefs from appropriate workplace behaviors where necessary. If the individual still has concerns regarding a transgender co-worker, they should contact either the Ombudsperson or Human Resources.
- If an individual expresses concern regarding the appearance of a transgender co-worker after reviewing University policies, or if they are curious about the change in appearance, the manager may meet with team members individually to inform them of the change and to answer questions.
- If an individual has concerns with a transgender co-worker's usage of a restroom or other facilities after reviewing University policies, the *individual with the concern* may choose to use an alternate restroom.

### Pronoun & Name Changes

An individual's official records and work-related documents should be retained under the individual's legal name (as reflected on identification documents verified at the start of employment) unless and until the individual makes a legal name change. Outside of official University & Human Resources related documents and forms that require a legal name, the individual's preferred name may be used on other forms of University identification.

In everyday written and oral speech, the preferred name and pronouns should be used when the individual is ready. Upon legal change of name, contact Human Resources to have documents changed to the new name and gender. This change should update all internal and benefits related systems. In order to change the display name on e-mail, the employee will need to login to [ummail.olemiss.edu](mailto:ummail.olemiss.edu) and then select "Options." On the drop down menu, select "See All Options." Then choose "Account" from the menu and you'll see your account name. Now select Edit and change the "Display Name". Save any changes and close out.

**Note on pronouns:** If a co-worker is transitioning and you are not certain which pronouns to use, it is appropriate to respectfully ask which name pronouns you should use. It is considered insensitive to

refer to someone by the wrong pronouns once you have established which set of pronouns the individual prefers. Again, transitioning individuals should be prepared to help educate their co-workers.

## Leave Benefits

Managers should provide sufficient flexibility to meet the individual's needs for appointments. Time off for medical procedures is to be treated the same as other scheduled medical procedures. A Medical Certification form should be completed and submitted to Human Resources for documentation purposes and approval to use Major Medical Leave for regularly scheduled medical absences related to the transition. In addition to regular doctor's visits, for some individuals, transitioning may require one or more surgeries. Recognize that a transitioning individual may or may not have these surgeries for any number of personal reasons. Medical information, including surgery plans communicated by an individual, should be treated confidentially. Human Resources will determine FMLA (Family & Medical Leave Act) eligibility. Information regarding leave of absence, the medical certification form and FMLA policies can be found on the HR leave of absence website.

## Insurance Coverage

As of the writing of this document, many of the medically-related procedures and therapies involved in transition are not covered by the State Health Insurance Plan.

## The Announcement – A Timeline of Events

Below are the recommended steps and timeline of events in a workplace transition for a transgender individual at University of Mississippi. It may be appropriate to adapt this generic process somewhat to fit a particular individual's preferences or work setting. This planning document is to be used as a supplemental tool for the purpose of planning a transition.

## Preparation

1. The transgender individual may meet with their supervisor or a Human Resources/Ombudsperson representative(s) to discuss their intent to transition. If the individual discusses their transition with a Human Resources and/or Ombudsperson representative(s), then the same representatives and the individual will need to meet with the immediate supervisor to share the employee's intent to transition. If the individual discusses their intent to transition with their supervisor, then the supervisor will need to contact either Human Resources or the Office of the Ombudsperson to discuss the transition.

**Additional Recommendation:** Human Resources and/or Ombudsperson representative(s) and the immediate supervisor should meet with departmental leadership for informing, garnering support and involving them appropriately in the process and announcement of the transition.

2. The Support Team should be identified to plan the transition. This will include the individual, their supervisor, supportive co-workers, University counselors and Human Resources or Ombudsperson representative(s). If necessary, involve others as locally appropriate, such as LGBTQ support groups, etc. The departmental support group should become familiar with educational resources, including University policies listed in these guidelines, and possibly books or online resources on the subject of transitioning.

“90% of respondents said they had directly experienced harassment or mistreatment at work or felt forced to take protective actions that negatively impacted their careers or their well-being, such as hiding who they were, in order to avoid workplace repercussions.” – (National Transgender Discrimination Survey, NCTE and the National LGBTQ Task Force, 2011.)

- Consider which people in the department/University you may need to have engaged at some point during the transition and when they need to be engaged.
  - Consider any specific issues that need to be addressed sooner rather than later.
3. Plan the transition. Include solutions to the issues listed here:
- The date of the transition (i.e., the first day of the change of gender presentation, pronoun usage and name.) Recognize that the date of the transition will be driven primarily by the individual's situation, level of comfort and concerns.
  - How will the transitioning individual's workgroup, constituents and/or vendors be informed of the change? Before the general announcement, the individual may choose to talk to some of his or her co-workers to disclose his or her plans on a one-on-one basis or the supervisor may do so—whichever is preferred by the employee.
  - Whether there will be an educational workshop (a "Transgender 101") given to staff.
  - What changes will be made to records and systems, and when.
  - How existing University current policies will protect this individual.
  - How the dress code will be followed.
  - The expected plan for use of gender-specific facilities, such as restrooms.
  - Any time off required for medical treatment, if known.
4. Make advanced arrangements for name changes to be effective on the day of transition, so that nameplates, cards, etc. will be available on the first day. See the list in "Moving Forward" below. Consider how long certain Human Resources functions take (e.g., legal name changes in human resource systems, insurance forms, etc.).

### **The Day of the Announcement**

It should be the transitioning employee's decision on how to make the announcement. If they prefer to have either the supervisor send out a group e-mail to the department, or have a group meeting, or even one-on-one meetings, that is their choice. If the employee elects to hold a group meeting, or include this in an already-scheduled face-to-face meeting, everyone in the workgroup or department with whom the individual often interacts should be included. The individual should choose whether to be personally present at this meeting or not.

The supervisor of the group (e.g., department head) should make the announcement (unless already done so individually by the transitioning employee), in conjunction with the highest-level manager in the group, to show support. A Human Resources representative or Ombudsperson that has been previously involved in the process may be present to assist/show support as well. The supervisor should:

1. Make it clear that the transitioning individual is valued and has management's full support in making the transition.
2. Remind the group of applicable University policies referenced in these guidelines, as well as the UM Creed, in affirming the rights of the individual not to be discriminated against, and the expectation that they will be treated with dignity and respect.
3. Explain that support should be given to the person going through transition and that trainings and support are also available for interested employees of the workgroup/department.
4. Make it clear that the transition is not an issue that will affect the functions of the department.
5. Stress that on the transition day, the individual will present themselves consistently with their gender identity and should be treated as accordingly (e.g., they should be addressed using their preferred name and pronouns.)
6. Lead by example. Use the new name and pronouns in all official and unofficial communication.
7. Answer people's questions.

8. If a “Transgender 101” workshop is part of the transition plan, announce it.

## Moving Forward

On the first day of transition, the following steps may be taken consistent with a new-hire or transitioned individual:

1. Place a new nameplate on door/desk/cubicle/workstation, if applicable.
2. Update any organization charts, mailing lists and other references to the new name.
3. Follow-up on any incomplete name change related issues.
4. The manager should plan to be on site with the worker the first day to make introductions, support the individual, ensure respectful and inclusive treatment and make sure that work returns to normal after a few hours.
5. An individual’s University photo ID badge may be updated upon legal name change and the department’s processing of an E-form 3 indicating the legal name change.

## In Summary

Resources are available to anyone in order to help build awareness and understanding; some are identified in the following “Resources” section of this document. In its Statement of Institutional Core Values, the University of Mississippi “promotes inclusiveness in its student body, faculty, and staff” and “requires respect for all individuals and groups” (Mission, Vision & Core Values, 2012). The tone that each of us sets will eventually determine the overall success of an employee’s transition at the University of Mississippi.

UM Core Values  
*In pursuing its mission, the University of Mississippi:*

- Reaffirms its identity and purpose as fundamentally academic
- Nurtures excellence in teaching, learning, creativity and research
- Provides the best and most accessible undergraduate education in the state of Mississippi
- Offers high quality graduate and professional programs
- Protects academic freedom and cultivates individual integrity and academic honesty
- Promotes inclusiveness in its student body, faculty and staff
- Requires respect for all individuals and groups
- Fosters a civil community of shared governance and collaborative endeavors
- Practices good stewardship of its resources
- Devotes its knowledge and abilities to serve the state and the world
- Honors the dignity of all employees and compensates them fairly

## Methodology

This document was created by reviewing other companies’ guidelines, the Human Rights Campaign’s suggestions of best practices for the workplace, conversations with multiple people involved with transgender issues, and discussions with University employees at all levels. This topic is evolving in the business and education environments, including the University of Mississippi. Should you have questions, concerns, or suggestions for improvement, you are

encouraged to start a dialogue. This document has been created to open dialogue and provide guidance through a potentially difficult and stressful experience. Its impact and effectiveness depends completely on the open and honest feedback of those who use it. Please email Human Resources at [hr@olemiss.edu](mailto:hr@olemiss.edu) to address any questions or comments you have.

## Resources

### Internal Resources

Center for Inclusion and Cross Cultural Engagement	<a href="http://inclusion.olemiss.edu">inclusion.olemiss.edu</a>
Department of Human Resources	<a href="http://olemiss.edu/hr">olemiss.edu/hr</a>
The Sarah Isom Center for Women & Gender Studies	<a href="http://sarahisomcenter.org">sarahisomcenter.org</a>
University Counseling Center	<a href="http://counseling.olemiss.edu">counseling.olemiss.edu</a>
Equal Opportunity & Regulatory Compliance	<a href="http://eorc.olemiss.edu">eorc.olemiss.edu</a>
UM Allies	<a href="http://allies.olemiss.edu">allies.olemiss.edu</a>
University Ombudsperson	<a href="http://ombuds.olemiss.edu">ombuds.olemiss.edu</a>
The Winter Institute	<a href="http://winterinstitute.org">winterinstitute.org</a>

### External Resources

Human Rights Campaign	<a href="http://hrc.org/explore/topic/transgender">hrc.org/explore/topic/transgender</a>
GLAAD	<a href="http://glaad.org/transgender">glaad.org/transgender</a>
National Center for Transgender Equality	<a href="http://transequality.org">transequality.org</a>

### Books & Articles

- Erickson-Schroth, Laura. (2014). *Trans Bodies, Trans Selves: A Resource for the Transgender Community*.
- Teich, Nicholas. (2012). *Transgender 101: A Simple Guide to a Complex Issue*.
- Bariola, E., Lyons, A., Leonard, W., Pitts, M., Badcock, P., Couch, M. (2015) Demographic & Psychosocial Factors Associated with Psychological Distress & Resilience among Transgender Individuals. *American Journal of Public Health*, 105(10), 2108.

### University Contacts

Bias Incident Response Team (BIRT)	Shawnboda Mead, (662) 915-1689
Center for Inclusion & Cross Cultural Engagement	Shawnboda Mead, (662) 915-1689
Chancellor’s Standing Committee on LGBTQ Affairs	Office of the Chancellor, (662) 915-7111
Chancellor’s Standing Committee on Sensitivity & Respect	Office of the Chancellor, (662) 915-7111
Equal Opportunity & Regulatory Compliance (EO/RC)	Becki Bressler, (662) 915-7735
Department of Human Resources	Andrea Jekabsons, (662) 915-1530
	Pam Johnson, (662) 912-5432
UM Allies	Kevin Cozart, (662) 915-5916
University Counseling Services	Bud Edwards, (662) 915-3784
University Ombudsperson	Paul Caffera, (662) 915-1537

### Policies

- University of Mississippi. (2016) Non-Discrimination and Complaint Procedures.  
[https://secure4.olemiss.edu/umpolicyopen/GetPdfActive?pol=10848182&ver=active&file=10848182\\_active\\_20160914.pdf&cod=ACA.EO.100.005](https://secure4.olemiss.edu/umpolicyopen/GetPdfActive?pol=10848182&ver=active&file=10848182_active_20160914.pdf&cod=ACA.EO.100.005)
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