

Xavier University Institutional Review Board

Promoting Inclusivity When Collecting Information About Sex and Gender, Race and Ethnicity, and Sexual Orientation

The following represent examples for researchers measuring demographic questions regarding sex and gender, race and ethnicity, and sexual orientation. These examples encourage researchers to be sensitive in their measurement of demographic questions assessing individuals' social identities by recognizing the diversity among people. The examples also encourage researchers to provide participants a "prefer not to respond" or "write in" option (as appropriate).

Although these are not formal requirements, they are based on current best practices for promoting inclusive measurement of demographic questions regarding various social identities, such as sex and gender, race and ethnicity, and sexual orientation. Xavier's IRB consults with other offices, including the Office of Institutional Diversity & Inclusion, to provide such recommendations. Our most recent recommendations are based on the work of Hughes et al. (2022); we have chosen to adopt some of their language as part of our recommendations, and encourage interested researchers to review their detailed publication (<https://doi.org/10.24839/2325-7342.JN27.4.232>) for more information.

Please remember that researchers should *not* collect more demographic information from participants than is needed to answer their research questions.

Example for Measuring Sex

1. Assigned sex at birth:
 - a. Female
 - b. Male
 - c. Intersex
 - d. Prefer not to respond

Example for Measuring Gender

Minimum recommended option

2. Gender:
 - a. Man
 - b. Woman
 - c. Non-binary/non-conforming
 - d. Identity not listed, write in: _____
 - e. Prefer not to respond
3. Do you identify as transgender?
 - a. Yes
 - b. No
 - c. Prefer not to respond

Maximally inclusive option

4. Gender:
- a. Man
 - b. Woman
 - c. Non-binary/non-conforming
 - d. Agender
 - e. Gender Fluid
 - f. Gender Queer
 - g. Gender Questioning
 - h. *Māhū*, or muxe, or two spirit
 - i. Identity not listed, write in: _____
 - j. Prefer not to respond
5. Do you identify as transgender?
- a. Yes
 - b. No
 - c. Prefer not to respond

Example for Measuring Sexual Orientation

Minimum recommended option

6. What is your sexual orientation and/or sexual identity?
- a. Bisexual
 - b. Gay
 - c. Lesbian
 - d. Straight or heterosexual
 - e. Sexual identity or orientation not listed, please write in: _____
 - f. Prefer not to respond

Maximally inclusive option

7. What is your sexual orientation and/or sexual identity? (mark ALL that apply)
- a. Asexual or aromantic
 - b. Bisexual
 - c. Demisexual
 - d. Gay
 - e. Lesbian
 - f. Pansexual
 - g. Queer
 - h. Questioning
 - i. Sexually fluid
 - j. Straight or heterosexual
 - k. Sexual identity or orientation not listed, please write in: _____
 - l. Prefer not to respond

Open-ended option

8. How would you describe your sexual orientation? _____
_____ Prefer not to respond

Example for Measuring Race and Ethnicity

Race:

9. When thinking about physical attributes usually ascribed to race, which of the following general labels describe how you would describe yourself racially? (please circle/mark all that apply):
- a. Asian
 - b. Black
 - c. Hispanic Latino/a
 - d. Indigenous, Aboriginal, or First Nations
 - e. Middle Eastern or North African
 - f. White
 - g. Race/Ethnicity not listed, write in: _____
 - h. Prefer not to respond
10. **Optional:** When thinking about physical attributes usually ascribed to race, which of the following general labels describe how others would describe you racially? (please circle/mark all that apply):
- a. Asian
 - b. Black
 - c. Hispanic Latino/a
 - d. Indigenous, Aboriginal, or First Nations
 - e. Middle Eastern or North African
 - f. White
 - g. Race/Ethnicity not listed, write in: _____
 - h. Prefer not to respond

Ethnicity:

11. Ethnicity reflects the cultural traditions, values, and practices that are shared by people across generations. When you consider your personal and familial cultural values, traditions, and practices, what labels best describe your ethnicity? (mark ALL that apply).
- a. Arab, Middle Eastern, or North African
 - b. Asian or Asian American
 - c. Black or African American
 - d. Hispanic or Latino/a
 - e. Native American or Alaska Native
 - f. Native Hawaiian or Other Pacific Islander
 - g. White or European American
 - h. Some other race, ethnicity, or origin, write in: _____
 - i. I prefer not to respond

12. **Expanded Option 1:** Ethnicity reflects the cultural traditions, values, and practices that are shared by people across generations. When you consider your personal and familial cultural values, traditions, and practices, what labels best describe your ethnicity? (mark ALL that apply).

- a. Arab, Middle Eastern, or North African - for example, Algerian, Egyptian, Iraqi, Jordanian, Sudanese, Syrian, Yemeni
Please write in: _____
- b. Asian or Asian American – for example, Asian Indian, Chinese, Filipino/a, Japanese, Korean, Nepalese, Vietnamese
Please write in: _____
- c. Black or African American – for example, Ethiopian, Haitian, Jamaican, Nigerian, Somalian
Please write in: _____
- d. Hispanic or Latino/a – for example, Colombian, Cuban, Dominican, Mexican, Mexican American, Puerto Rican, Salvadoran
Please write in: _____
- e. Native American or Alaska Native – for example, Arapaho, Blackfeet Tribe, Mayan, Native Village of Barrow Inupiat Traditional Government, Navajo Nation, Nome Eskimo Community
Please write in: _____
- f. Native Hawaiian or Other Pacific Islander – for example, Chamorro, Fijian, Marshallese, Native Hawaiian, Samoan, Tongan
Please write in: _____
- g. White or European American – for example, English, French, German, Irish, Italian, Polish
Please write in: _____
- h. Some other race, ethnicity, or origin, write in: _____
- i. I prefer not to respond

13. **Expanded Option 2:** Ethnicity reflects the cultural traditions, values, and practices that are shared by people across generations. When you consider your personal and familial cultural values, traditions, and practices, what labels best describe your ethnicity? (mark ALL that apply).

- a. Arab, Middle Eastern, or North African
Please write in: _____
- b. Asian or Asian American
Please write in: _____
- c. Black or African American
Please write in: _____
- d. Hispanic or Latino/a
Please write in: _____
- e. Native American or Alaska Native
Please write in: _____
- f. Native Hawaiian or Other Pacific Islander
Please write in: _____
- g. White or European American
Please write in: _____
- h. Some other race, ethnicity, or origin, write in: _____
- i. I prefer not to respond

Resources for further reading

- American Psychological Association. (2016). *Resolution on Data about Sexual Orientation and Gender Identity*. Retrieved from: <http://www.apa.org/about/policy/data-sexual-orientation.aspx>
- Call, C., Eckstrand, K., Kasparek, S. W., Boness, C.L., Blatt, L.R., Jamal-Orozco, N.P., & Foti, D. (2022). An ethics and social justice approach to collecting and using demographic data for psychological researchers. *Perspectives on Psychological Science*
- Hughes, J. L., Camden, A. A., Yangchen, T., Smith, G. P. A., Rodriguez, M. M. D., Rouse, S. V., McDonald, C. P., & Lopez, S. (2022). Guidance for researchers when using inclusive demographic questions for surveys: Improved and updated questions. *Psi Chi Journal of Psychological Research*, 27, 232-255. <https://doi.org/10.24839/2325-7342.JN27.4.232>
- National Institutes of Health (NIH). (2015). *The Sexual and Gender Minority (SGM) Research Coordinating Committee (RCC)*. Washington, DC: Author. Retrieved from <http://edi.nih.gov/people/sep/lgbti/research/about>
- National Resource Center on LGBT Aging & SAGE. (2013). *Inclusive Questions for Older Adults - A Practical Guide to Collecting Data on Sexual Orientation and Gender Identity*. Retrieved from http://www.lgbtagingcenter.org/resources/pdfs/InclusiveQuestionsOlder%20Adults_Guidebook.pdf
- SMART (Sexual Minority Assessment Research Team). (2009). *Best practices for asking questions about sexual orientation on surveys*. Retrieved from The Williams Institute website: <http://williamsinstitute.law.ucla.edu/wp-content/uploads/SMART-FINAL-Nov-2009.pdf>
- Vanderbilt University (2021, November). *Lesbian, gay, bisexual, transgender, queer, & intersex life: How to ask about sexuality/gender*. <https://www.vanderbilt.edu/lgbtqi/resources/how-to-ask-about-sexuality-gender>