

DATA BRIEF

APRIL 10, 2020

SEXUAL ORIENTATION AND GENDER IDENTITY INFORMATION IN CTCLINK

Background

Recognition and affirmation of student identity is vital to the success, well-being, and sense of belonging for students and staff in our college system. For many, recognition and affirmation includes sexual orientation and gender identity. To provide for a welcoming learning and working environment, collecting this data is one way for the community and technical college system to support this population.

The community and technical college system's Data Governance Committee (DGC) was asked to implement the collection of Sexual Orientation and Gender Identity (SOGI) data in the ctcLink system for students and employees. A listing of the members of the SOGI subcommittee is included in [Appendix A](#).

A proposal was submitted to the ctcLink Working Group as an enhancement request and approved on March 18, 2020.

This document provides an executive summary of the implementation. For more information, please see the [full proposal](#).

It is anticipated that feedback related to this implementation will occur now and in the future, resulting in modifications to this coding. The DGC is in the process for forming a standing subcommittee focusing on the biographic related data elements in ctcLink and will be assigned the review of this feedback.

Sexual Orientation and Gender Identity

Sexual orientation and gender identity will be collected from both students and employees in the self-service areas of ctcLink. Detailed information related to the coding can be found in the [appendixes](#) of this document.

Campus Solutions offers this functionality. Implementation is currently underway and expected to be fully completed by May 2020. HCM, however, does not offer delivered functionality to collect sexual orientation and gender identity. For it to do so requires additional effort to implement, anticipated to occur later this summer.

Both sexual orientation and gender identity data is considered Category 4 data, highly sensitive data requiring special handling. New page and query security roles will be implemented to restrict access to this data to only individuals who require access.

Additional modifications included in this enhancement

The enhancement request also included the following related changes:

- Modify the label displayed on data collection pages from “Gender” to “Sex” to clarify the difference between the data points Sex and Gender Identity.
- Modify the description of the existing Sex value of ‘X’ from “Indeterminate/Intersex/Unspec” to “Not Exclusively Male or Female” to align with the definition of sex per [WAC 308-104-0150\(2\)](#).
- Include a page header (or tool tip in OAA) on the data collection pages for Sex to include the official Washington state definition of sex noted in the above bullet.
- Include a page header on the student and employee self-service pages where SOGI is collected explaining the purpose for collecting this information.
- Modify the Ethnicity descriptions associated to the five gender specific ethnicities listed below to include a gender neutral option.

Code	Description
CHICAN	Chicana/Chicano/Chicanx
LATINO	Latina/Latino/Latinx
SUDAMER	Sudamericana/Sudamericano/Sudamericanx
GUAJIR	Guajira/Guajiro/Guajirx
MESITIZ	Mestiza/Mestizo/Mestizx

What about the Legacy System and Conversion into ctcLink?

The legacy system has collected sexual orientation and gender identity from students since 2013. No changes or additions to this data collection in legacy are being requested at this time.

In previous deployment groups, the legacy LGBTQ data was converted into ctcLink Service Indicators. This conversion will no longer occur beginning with Deployment Group 3B and existing Service Indicators related to sexual orientation and gender identity will be removed.

Appendix A – Sub-Committee Members

Name	College	Representing
Ruby Hayden (co-chair)	Lake Washington	WSSSC/DGC
Carmen McKenzie (co-chair)	SBCTC	SBCTC/DGC
Joyce Allen	Seattle Colleges	ARC
Karl Smith	Everett	ARC
Chantel Black	Spokane	ARC
Michael Singletary + team	Whatcom	ARC
Veronica Corral	Whatcom	ARC
Janice Hill	Olympic	ARC
Rachel Rodriguez	Whatcom	ARC
Carolyn Tucker	Skagit	HRMC
Tim Rager	Everett	ITC
Jamie Ardeña	Shoreline	MSSDC
Tawny Dotson	Clover Park	PIC
Stephanie Dykes	North Seattle	RPC
Victoria Ichungwa	Tacoma	RPC
Christopher Soran	Tacoma	RPC
Cath Busha	Clark	WSSC
Dani Trimble	Lower Columbia	WSSSC

Appendix B – Gender Identity Codes and Descriptions

Code	Description	Definition
XA	A Gender Identity not listed here	A gender identity not listed here.
XB	Female (Cisgender)	Someone who identifies as female.
XC	Gender Fluid	Denoting or relating to a person who does not identify themselves as having a fixed gender. Gender fluid refers to someone whose gender is fluid and fluctuates between two or more genders.
XD	Gender Non-conforming	Gender expression that does not conform to societal norms.
XE	Intersex	A person whose internal or external sexual organs, chromosomes, or other biological features are neither exclusively male or female at birth
XF	Male (Cisgender)	Someone who identifies as male.
XG	More than one gender identity	More than one gender identity.
XH	Non-binary	A person who does not identify as either male or female. Gender identity is not seen as a binary.
XJ	Prefer not to answer	Prefer not to answer
XK	Questioning	The questioning of one's gender, sexual identity, sexual orientation, or all three is a process of exploration by people who may be unsure, still exploring, and concerned about applying a social label to themselves for various reasons.
XL	Transgender Female	A transgender female is someone who was assigned male at the time of birth, but later identifies as female.
XM	Transgender Male	A transgender male is someone who was assigned female at the time of birth, but later identifies as male.
XN	Two-Spirit	Two-Spirit is a term used by some indigenous North Americans to describe gender-variant individuals in their communities, specifically people within indigenous communities who are seen as having both male and female spirits within them. It is also frequently used to describe individuals who do not identify as heterosexual or straight.

Appendix C — Sexual Orientation Codes and Descriptions

Code	Label	Description
ZA	Asexual	Asexuality (or no sexuality) is the lack of sexual attraction to anyone, or low or absent interest in sexual activity. It may be considered the lack of a sexual orientation, or one of the variations thereof, alongside heterosexuality, homosexuality, and bisexuality.
ZB	Bisexual	Bisexuality is romantic attraction, sexual attraction or sexual behavior toward both males and females, or romantic or sexual attraction to people of any sex or gender identity; this latter aspect is sometimes termed pansexuality.
ZC	Gay	Gay is a term that primarily refers to a homosexual person or the trait of being homosexual. Gay is often used to describe homosexual males but lesbians may also be referred to as gay.
ZD	Lesbian	A lesbian is a female homosexual; a female who experiences romantic love or sexual attraction to other females.
ZE	Pansexual	Pansexuality, or omnisexuality, is sexual attraction, romantic love, or emotional attraction toward people of any sex or gender identity.
ZF	Queer	Queer is an umbrella term for sexual and gender minorities that are not heterosexual or cisgender. Queer was originally used pejoratively against those with same-sex desires but, beginning in the late-1980s, queer scholars and activists began to reclaim the word.
ZG	Questioning	The questioning of one's gender, sexual identity, sexual orientation, or all three is a process of exploration by people who may be unsure, still exploring, and concerned about applying a social label to themselves for various reasons.

Code	Label	Description
ZH	Two-Spirit	Two-Spirit is a term used by some indigenous North Americans to describe gender-variant individuals in their communities, specifically people within indigenous communities who are seen as having both male and female spirits within them. It is also frequently used to describe individuals who do not identify as heterosexual or straight.
ZJ	Heterosexual/Straight	People who are attracted to a different gender, for example, women who are attracted to men or men who are attracted to women.
ZK	A Sexual Orientation not listed here	A Sexual Orientation not listed here
ZL	Prefer not to answer	Prefer not to answer

Appendix D — Biographic Details Page Mockup for Gender Identity

< ctcLink Student Homepage Profile

ID

Personal Details	Personal	Biographic
Contact Details	Biographic Details	
Addresses	▼ Gender Expression	
Emergency Contacts	Field	Value
Ethnicity	Gender Identity	
Privacy Restrictions	Sexual Orientation	

Cancel **Edit Details** Save

*Gender Identity

Male ▼

Female

Gender identity not listed

Gender non-conforming

Intersex

Male

Multiple gender identities

Non-binary

Prefer not to answer

Questioning

Transgender

Appendix E — Biographic Details Page Mockup for Sexual Orientation

ctcLink Student Homepage Profile

ID

Personal Biographic

Biographic Details

Gender Expression

Field	Value
Gender Identity	
Sexual Orientation	

Cancel Edit Details Save

*Sexual Orientation

- Asexual
- Bisexual
- Gay
- Heterosexual/straight
- Lesbian
- Pansexual
- Prefer not to answer
- Queer
- Questioning
- Sexual orientation not listed
- Two-Spirit