



Procedure 221.1A Glossary of Terms

Policy 221 - Respectful Work Environment

Civility

Honoring one's personal values, while simultaneously listening to different points of view. Civility transcends politeness and encompasses pursuing shared ideas to reach common ground. Prioritizing civility facilitates effective communication, high-functioning teams, inclusive and productive communities and civic engagement.

Dignity

The recognition that human beings possess a special value intrinsic to their humanity and as such are worthy of respect simply because they are human beings. Every human being, regardless of race, national or ethnic origin, color, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, veteran status, body shape/size, or any physical or mental disability, is to be treated with respect

Equity

A fair and reasonable way of behaving toward people, so that everyone is treated in the same way.

Humility

The quality or act of being humble and means putting the needs of another person before your own, and thinking of others before yourself. It also

means not drawing attention to yourself, and it can mean acknowledging that you are not always right or better than others.

Inclusion

The achievement of an environment in which all individuals are treated fairly and respectfully, have equal access to opportunities and resources, and can contribute fully to the organization's success.

Integrity

Following your moral or ethical convictions and doing the right thing in all circumstances, even if no one is watching you. Having integrity means you are true to yourself and would do nothing that demeans or dishonors you.

Microaggressions

The everyday verbal, nonverbal, and environmental slights, snubs, or insults, whether intentional or unintentional, which communicate hostile, derogatory, or negative messages to target persons based solely upon their marginalized group membership.

Respect

A feeling or understanding that someone or something is important, valued and should be treated in a dignified way.