

University Name/Gender/Pronoun Implementation Project Overview

Background

In spring of 2021, the [Short-Term Work Group on Names and Pronouns](#) was convened to review and provide recommendations to improve how Michigan State University captures and utilizes names and pronouns in existing university information systems.

MSU system modifications will be required to update data collection and maintenance practices in accordance with the Short-Term Work Group on Names and Pronouns' [policy recommendations](#), [statement of expectations](#) and [inventory guidelines](#).

Implementation Project Overview

Implement changes to Identity Management (IAM) and application systems in support of a new name/gender/pronoun policy for the university. Strengthening inclusion at Michigan State University is a core goal. To meet that goal and based on current and emerging better practices in the field of LGBTQIA2S+ inclusion, we need to update university systems to collect and consistently utilize identity information.

Implementation considerations

- Policy recommendation formalized via MSU [new policy process](#) – *In progress*.
- Targeted communication and training procedures will be used to build awareness and engage effective implementation – to be developed in partnership with key campus stakeholders (e.g., [Quest: Building Capacity for LGBTQ+ Inclusion](#)) – *Planning*.

Implementation Project Team Leadership

- Executive Sponsors: Melissa Woo Ph.D., Jabbar Bennett Ph.D.
- Project Sponsor/Director: Tina Alonzo

High Level Timeline and Key Milestones*

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| • Milestone: Complete Initiate Phase | 02/24/2023 |
| • Deliverable: University Policy Draft | 03/31/2023 |
| • Milestone: Complete Plan Phase | 05/31/2023 |
| • Deliverable: Project Plan | 05/31/2023 |
| • Milestone: Complete Design Phase | 07/31/2023 |
| • Milestone: Complete Build Phase | 08/31/2024 |
| • Milestone: Complete Test Phase | 10/31/2024 |
| • Milestone: Complete Deploy Phase | 12/15/2024 |
| • Milestone: Complete Close Phase | 01/31/2025 |

**Milestones are ESTIMATED dates for planning purposes. The milestones will be refined through Project Planning when requirements are further defined, and project schedule is developed.*