



A Multi-Stage Pilot Study to Develop Procedures to Examine whether Kinesiology Journal Submission Guidelines Promote Diversity, Equity & Inclusion (DEI) within Kinesiology Research and Submitted Manuscripts

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The IJES working group for opportunity, representation, and diverse Perspectives

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Abstract

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While diversity, equity, and inclusivity (DEI) principles support ethically responsible, cost-effective, evidence-supported health promotion and performance interventions, they are infrequently utilized within published biomedical/behavioral science research, including in kinesiology-specific journals. Because journal submission guidelines could increase integration of DEI principles' application, we sought to develop a valid and reliable procedure to quantify DEI statements within kinesiology-related journal submission guidelines. The pilot study was conducted between 2023 and 2025. First, faculty investigators developed a codebook with good content validity (100% consensus achieved), then produced a written protocol and coding form to standardize the process. Undergraduate students pilot tested the coding procedures' reliability at three pilot coding (PC) timepoints, testing inter- and intra-coder reliability. PC #1 and #2 tested intercoder reliability with 3 coders and 4 websites. Using a sample of 10 randomly selected peer-reviewed kinesiology journal websites (2023 Scimago index list), PC #3 tested intercoder reliability with five coders and also tested intracoder reliability (3-day wait period, 1 coder). Coders testing the procedures had good reliability: intercoder (substantial to almost perfect agreement; k-alpha = .63-.99); intracoder (almost perfect agreement; k-alpha = 1); 100% consensus was reached on all discrepancies. The preliminary findings of this pilot study suggest contemporary kinesiology journals provide little expectation that authors utilize DEI principles when designing and reporting their research. Only one of the 14 journals examined provided reporting guidelines for sex/gender variables; only one provided guidance for ensuring equitable research activities. Future researchers, and journal editors, should test the replicability of this pilot study's findings.

Keywords: Academic journals, editorial standards, ethics, instructions for authors, journal policies, study design considerations

Introduction

Diversity, equity, and inclusivity (DEI) principles support ethically responsible, cost-effective¹ and evidence-supported health promotion and performance interventions.^{2,3} Moreover, DEI policies and values promote psychological safety and the wellbeing of clients/patients,⁴ research participants,⁵ and program staff.⁶ Historically, however, DEI principles are not commonly addressed in the design, implementation, or interpretation of biomedical and behavioral science research,^{7,8} including in kinesiology.^{3,9} This lack contributes to the presence of representational issues,¹⁰ and health care challenges cannot be addressed without representation of diverse populations that accurately reflect society and provide insight into human physiological and psychosocial variability.² For example, women remain underrepresented in exercise science and health research.⁴ Hagstrom et al. found male participants outnumbered female participants 5-to-1 in sports medicine cohort studies: all male participant samples were the most common, followed by mixed sex female-male participant studies; no all-female participant studies were found in the studies reviewed.¹¹ Participant recruitment is also biased towards White individuals who have historically benefited from societal privilege, while the underrepresentation of Black and minority ethnic communities continue.^{3,12} These gaps in sample diversity are concerning as biases having to do with race and ethnicity influence symptom recognition, support for care-seeking behaviors, and health care access,¹² all of which highlight a need for more DEI-centered research and health promotion practices.

More researchers may incorporate DEI principles into their manuscripts if journal submission guidelines set an expectation for their utilization. First, infusing submission guidelines with DEI criteria or statements could address an educational or training gap.⁵ Researchers may receive little to no training (or continuing education) on DEI issues,⁵ such as those concerning underrepresentation, access, scientific mistrust, or writing that perpetuates stereotypes and stigma.¹² Second, submission guidelines signal to authors how their manuscript will be evaluated.¹³ This change could motivate authors to explain whether DEI criteria were applicable to their study within their manuscript.¹³ DEI-specific submission guidelines could also support editors and reviewers in their evaluation of submitted manuscripts,⁹ including for biased writing, representation issues, or other DEI-related factors that may affect validity, reliability or generalizability of a study's results or the inclusivity of an article's writing.¹³ While the mechanism may vary, submission guidelines could also result in a greater number of published research articles in kinesiology utilizing DEI principles. Moreover, promoting inclusive language in manuscripts may potentially increase a journal's reputation and attract a wider, more diversified cadre of researchers, which can then expand the pool of submissions utilizing DEI principles.¹⁴ This increase could then lead to more publications addressing DEI issues, and feasibly, more recognition for the journal.¹⁴

However, it remains unclear the extent to which journals in kinesiology promote utilization of DEI-principles within research done in the field or in manuscripts submitted for publication, specifically through their author submission guidelines. Some journals may incorporate one or more DEI-criteria in their author submission guidelines. For example within their author submission guidelines, the *Translational Journal of the American College of Sports Medicine* note that the terms, "sex" and "gender", should not be used as synonyms,¹⁵ and the *British Journal of Sports Medicines* requires authors to describe how issues of diversity, inclusion, or equity were addressed in the design of research studies or constitutes a limitation of their study.¹⁶ While these are promising signs, they do not represent all kinesiology subdisciplines or a comprehensive set of principles. Moreover, these examples illustrate the variability in DEI criteria that may exist across

kinesiology journal submission guidelines. Previous studies investigating published kinesiology research in terms of participant diversity, biased writing, and focus on DEI issues, all show a need for author submission guidelines to promote DEI principles within kinesiology research.^{9,12} However, there may be few investigations to determine the extent submission guidelines already do promote DEI principles in kinesiology specifically. Prior to when this article was first submitted for publication consideration (as of September 8, 2025), and after searching three online academic databases (*Google Scholar*, *SportsDiscus*, and *Web of Science Core Collections*), we could not locate a systematic study investigating the extent kinesiology journals promote DEI principles within their submission guidelines. While currently there appears to be a dearth of published research seeking to characterize how DEI criteria or statements are integrated into kinesiology journal submission guidelines, if at all, a lack of research in this area is not the case for other subject-specific journals (e.g., medical journals).¹⁷

Study purpose. The purpose of this study was to accomplish three research objectives: (1) develop a coding form with good content validity, aimed at quantifying the frequency academic/research journals provide *at least one* DEI statement or reporting policy to authors, with an analytic focus on journal submission guidelines; (2) develop a coding form protocol and test whether the procedures produce good reliability; and (3) following a systematic, iterative process, test whether the final coding procedures produce valid and reliable quantification of journal DEI statements or reporting policies within journal submission guidelines.

Methods

Participants

Data were collected from kinesiology-related academic journals, using freely-available sources (i.e., the journals' official websites). This pilot study did not require institutional review board approval. This research was carried out fully in accordance with the ethical standards of the *International Journal of Exercise Science*.¹⁸

Inclusion Criteria

Journal websites were eligible for examination in the present study if the following inclusion criteria were met: (1) the journal title indicated that articles published in the journal would include those contributing to the academic study of human physical activity; (2) the journal had a publication category for research (i.e., original, secondary, data-analysis, or literature review); (3) access to the journal's website did not require payment; (4) journal submission guidelines could be retrieved without cost, without logging into the journal's website, and without logging into the journal's online submission system; and (5) the journal's website and journal submission guidelines were written in English.

Protocol

A quantitative content analysis methodology was employed. The coding procedures underpinning the content analysis were developed and refined using a rolling protocol (i.e., test-retest, iterative design), which is standard methodology for pilot test research.¹⁹ This study's unit of analysis was the official website of peer-reviewed, academic/research journals.⁹

December 2023 to January 2024, seven faculty investigators, with expertise and experience conducting DEI-focused research in kinesiology, developed a codebook to guide the categorization of journal submission guidelines, in terms of DEI promotion. The codebook also contained example DEI statements from journals familiar to the author team (e.g., *American Journal of Obstetrics and Gynecology*) and definitions of diversity, equity, and inclusion to help coders recognize such statements.²⁰ The *a priori* objective of the codebook was to determine whether manuscript submission guidelines of academic/research journals (1) contained at least one diversity, equity, and or inclusivity statement²⁰ and (2) contained at least one policy statement for reporting sex and gender variables.⁵

The faculty investigators distinguished a DEI statement from a reporting policy statement. A DEI statement was conceptualized as a written communication that expressed value for DEI, raised awareness about DEI issues, or promoted ways to ensure or increase DEI in research, education or in an area of practice related to the journal.²⁰ In contrast, a policy statement may not provide an *explicit rationale* for its reporting requirements/expectations, but could support inclusive writing within submitted manuscripts. Thus, reporting policy was not operationalized as a DEI statement, but an accompanying rationale in relation to DEI was. An example of a stand-alone reporting policy would be requiring authors to report the demographic breakdown of their sample by sex or gender, both in the abstract and the main text.⁵ An accompanying DEI statement would be explaining sex and gender is under-reported and advising authors to adhere to inclusive definitions for each in their reporting.²¹ After several rounds of discussion and revision, a codebook with good content validity was produced (100% consensus was achieved among the faculty investigators).

February to March 2024, a subgroup of the faculty investigators (2 of 7) developed a coding form and written protocol in order to standardize the coding process. Three undergraduate student research assistants were recruited to pilot test the coding instruments and procedures with one journal known to the faculty supervisors (Pilot Coding [PC] #1); feedback from that pilot test was used to revise the protocol, and then inter-coder reliability was tested for the same coders using three additional journals also known to the faculty supervisors (PC #2).

June to July, 2025, a final round of pilot testing was conducted with a stratified, random subset of journals ($n = 10$) from the 2023 sports sciences subject category of the Scimago journal index list (PC #3).¹⁰ Prior to pilot testing, the 2023 list was prepared for content analysis (e.g., for websites managed by a common publisher, categorized whether guidelines were verbatim or different across journals). Inter-coder reliability was retested with five coders, with three being undergraduate student research assistants new to the project. Additionally, intra-coder reliability was tested for the first time with one coder (a three-day wait period was used). Coder feedback was used to further enhance the coding protocol, codebook, and data collection form. See Supplemental Content File #1 for the finalized coding instruments (i.e., protocol, codebook, and data collection form).

Statistical Analysis

Coder reliability was statistically tested using Krippendorff's alpha coefficient (k-alpha), which specifically measures inter- and intracoder agreement. K-alpha was calculated using an online web tool, ranging from -1 to 1.²² K-alpha was selected because the coding form is an ordinal level of measurement, and inter-coder reliability was tested with more than two coders.²² Interpretive cut-points by Landis and Koch were used to evaluate the level of coder reliability: Poor = < .00,

Slight = .00 to .20, Fair = .21 to .40, Moderate = .41 to .60, Substantial = .61 to .80, Almost Perfect = .81 to 1.²³ Reliability estimations were based on independent coding by coders. Follow-up debrief meetings were held to identify coding discrepancies between coders, and 100% consensus was reached on all coding discrepancies after each pilot test phase.

Statement observations were tabulated using descriptive statistical analysis. These analyses were based upon final coding results (with 100% consensus), and they were conducted to determine the frequency journal submission guidelines, within their instructions to authors, contained at least one statement pertaining to diversity, equity, or inclusivity, and whether submission guidelines contained at least one policy statement on how sex and gender variables should be reported. Descriptive analysis of DEI statement and reporting policy frequency was limited to the primary categories of interest (i.e., whether journal submission guidelines contained at least one DEI statement and whether they presented a journal policy for reporting sex and gender variables).

Results

PC #1 was tested with the journal, *Health Promotion Practice*, and visual inspection of coder categorizations suggested almost perfect agreement. The only discrepancy was the number of click counts it took individual coders to find the journal submission guidelines (the number of clicks ranged from 2 to 3).

PC #2 confirmed the previous qualitative assessments using statistical testing. Affiliate journals of the International Community of Kinesiology Scholars were used as the test sample: *International Journal of Exercise Science*, *Topics in Exercise Science and Kinesiology*, and *Educational Practices in Kinesiology*. Inter-coder reliability was almost perfect, $k\text{-alpha} = .99$. Debrief discussions with coders resulted in changes to the study protocol. For example, the study objective statement became the first section, text presenting key reminders was made into its own section, and the search was expanded to include other webpages beyond journal submission guidelines (e.g., *Aims & Scope* page). These changes increased the number of queries from 11 to 16.

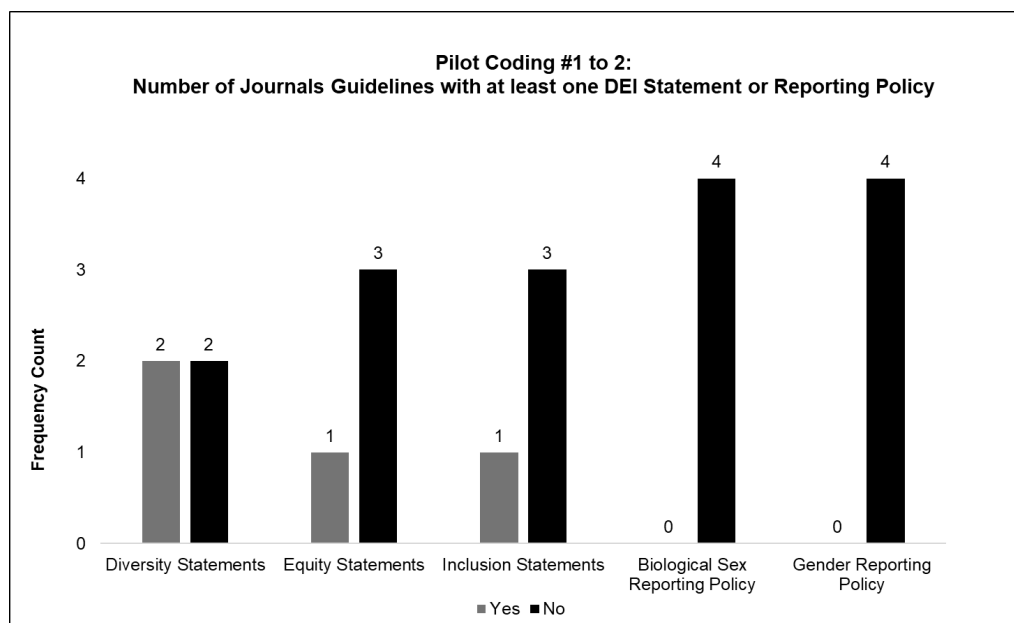
PC #3 confirmed that the coding protocol and instruments could produce reliable results. Inter-coder reliability was $k\text{-alpha} = .63$ (substantial agreement), and intra-coder reliability after a three-day wait period was $k\text{-alpha} = 1$ (almost perfect agreement). Although inter-coder reliability was qualitatively lower when retested with a more diverse coder team (i.e., a mix of novice and experienced individuals with the coding procedures; three of the five coders were newly trained), the $K\text{-alpha}$ still showed substantial inter-coder agreement suggesting good reliability. Additionally, PC #3 utilized an altered training process compared to the previous pilot tests (i.e., PC #3 was solely reliant on novice coders reading the training protocol asynchronously, and completing a practice coding without a debrief meeting). Another change was that PC #3 involved an expanded query list that included screening several pages for DEI statements, and more diverse websites were searched because website content and layout varied by publisher. After a deliberation, the coding team reached full consensus on all discrepancies. Coder feedback was used to further enhance the coding protocol and data collection form. Changes included adding clarification that “policy” is any mandatory statements (e.g., includes words like “should” or “must”), clarification that section titles do not count as a statement, definitions for “statement” and DEI were added to the protocol, and clarification was added that DEI statements are not limited to research participants. Coding form queries increased from 16 to 18. Table 1 summarizes the reliability test results.

Table 1. Summary of coder-reliability test results of the multi-stage, iterative, pilot study.

Pilot Coding	Date Range	Number of Coders	Inter-coder agreement	Intra-coder agreement
#1	February to March, 2024	3	Almost perfect (visual inspection)	Not measured
#2	February to March, 2024	3 (same as PC #1)	Almost perfect (k-alpha = .99)	Not measured
#3	June to July, 2025	5 (three new coders)	Substantial (k-alpha = .63)	Almost perfect (k-alpha = 1)

In total, 14 journal websites for peer-reviewed journals were screened for DEI statements contained within their submission guidelines. The vast majority of journals ($n = 13$) had an expressed, scholarly focus on one or more subfields in kinesiology. For 10 of the 14 journals, webpages providing additional detail typically read by authors (e.g., *Aims & Scopes* page) were also screened; all 10 journals had a kinesiology-specific focus.

Overall, DEI statements and reporting policies were uncommon within the sample journals analyzed. In PC #2, only one kinesiology journal provided statements for diversity and inclusion (*International Journal of Exercise Science*), but none required adherence to reporting guidelines for sex or gender variables. Comparatively, the kinesiology-related journal, *Health Promotion Practice*, provided DEI statements within its journal submission guidelines specific to diversity, equity, and inclusion. Similar to other journals, *Health Promotion Practice* did not require adherence to reporting guidelines for sex and gender. Observations from PC #2 were replicated in the larger and more diverse, randomly selected sample screened in PC #3. One journal, however, did require adherence to reporting guidelines for sex and gender (*The Knee*). Lastly, only one journal was observed to include any DEI statements within its *Aims & Scope* page (*Journal of Bone & Joint Surgery*). Figures 1 and 2 summarize the prevalence of DEI statements within the journal submission guidelines (see Figure 1 for summary results from PC #1 and 2, and Figure 2 for summary results from PC #3). Supplemental Content File 2 summarizes the results by journal sampled.

**Figure 1.** Combined results from Pilot Coding #1 & 2 ($n = 4$ websites).

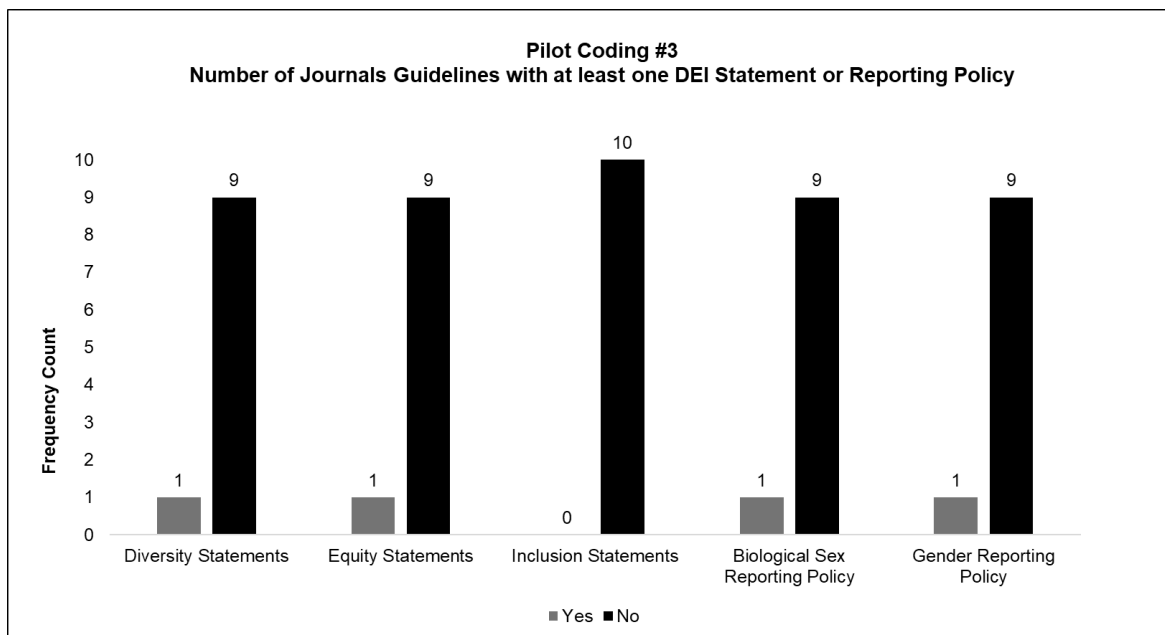


Figure 2. Results from Pilot Coding #3 (n = 10 websites, randomly selected from the 2023 Scimago journal index list, “Sport Sciences” subject category).

The *International Journal of Exercise Science* (IJES) appeared to contain value statements for inclusion, guidelines for inclusive language in reporting research, and policy for reporting sex and gender variables, within its submission guidelines. However, closer inspection revealed the located guideline statements were better categorized as suggestions for kinesiology in general, rather than specific immediate considerations for authors to make when submitting their manuscript for publication consideration in IJES. The DEI statements were a republication of the journal’s position stand article on inclusion on its website,²¹ rather than text found within their official submission instructions (i.e., submission guidelines page). While IJES only technically had one DEI statement in its submission guidelines, its *Inclusion* webpage demonstrates additional efforts to promote diverse, equitable and inclusive research.

Discussion

Consistent with its purpose, the results of the present study support a new line of research in kinesiology, which focuses on whether journal submission guidelines promote the utilization of DEI principles. First, a code book with good content validity was produced through iterative deliberation, with the final draft incorporating comprehensive DEI definitions and example journal submission guideline statements. The developed and revised protocol to the code book further supports its immediate application in analyzing journal submission guidelines. The aforementioned materials were published with this article as open-access research instruments. This means diverse end-users (e.g., researchers, journal editors, or leaders from a journal’s association) could utilize and adapt the research instruments at no-cost and without prior approval, so long as open-access copyright law is not violated. Second, the reliability tests suggest the established coding procedures produce reliable snapshots of a journal’s submission guidelines at a given timepoint, regardless of the rater’s initial experience level or the journal’s topic area. Specifically, agreement between coders remained at least substantial, even when the coding procedures were adjusted and tested in an increasingly diverse sample of journal websites. Even if one person evaluated a set of journal submission guidelines, the reliability tests suggest that a reliable snapshot would still be produced using the established coding procedures.

While not a main objective of the present study, the results also paint a possible picture of kinesiology journal submission guidelines, which should motivate future research into this topic. Specifically, the preliminary results suggest two rare occasions: 1) authors receive very little communication from journals about the role and value of DEI principles in kinesiology research, especially when authors are preparing or finalizing their manuscripts for publication consideration, and 2) authors receive little communication from a journal on how to ethically report and rigorously investigate demographic variables, such as gender and sex variables. These suggested profiles of kinesiology journal submission guidelines should motivate future research. Studies utilizing larger samples are needed in order to confirm whether conclusions based on the present study's findings are replicable. In a similar vein, a more focused examination of guidelines from one subarea of kinesiology would be informative. Eventually, subdiscipline-focused studies could lead to robust comparisons across kinesiology subareas. Finally, there is the question of whether a journal's submission guidelines fully reflect its governing association's mission statement, core values or strategic plan, each of which may embrace DEI for one or more reasons (e.g., membership diversity, commitments to inclusive excellence, or increasing fairness within an area of practice).²⁴ Internally assigned or commissioned studies would help editors gauge the extent to which a journal's submission guidelines embody its association's mission, values, or strategic plan. We recommend, however, to not stop there. Publishing a self-study through the traditional peer-review process would support broader discussions on the role and value of DEI principles within kinesiology journal submission guidelines,²⁵ as well as creative initiatives for increasing their presence and uptake.⁵

While previous research related to kinesiology shows that sample diversity is a consistent issue,^{9,11-13} the role of journal submission guidelines on increasing diversity and representation is understudied. One reason for the dearth of published research describing journal submission guidelines in terms of DEI promotion might be a methodological issue. A lack of valid and reliable coding forms could have prevented research in this area, even if researchers have called for evaluating or updating journal submission guidelines with regard to DEI promotion.^{9,13} A second reason might be a what-comes-first question – the chicken or the egg? A lack of published research (or very, very few published studies) examining whether journal submission guidelines promote DEI in kinesiology research might lead to a very large number of students and professionals being habitually unaware of this knowledge gap and the reasons for addressing it.¹² Thus, actions to publish research examining whether journal submission guidelines promote DEI may not have been previously taken. Not necessarily a third reason, but a relevant factor nonetheless, is academic autonomy. Within the United States and elsewhere, there exist cultural, political, or policy barriers that prevent or slow down research that investigates diversity, equity, and inclusivity issues.⁵ These societal and organizational factors may only partially explain a dearth of research in this area focused on journal submission guidelines, given DEI has been in and out of vogue for the last 20-plus years.

Future research should (1) continue to evaluate the validity and reliability of the coding procedures produced from this study and (2) investigate their utility in quantifying specific DEI statements and reporting policies within journal submission guidelines.⁹ The presence of DEI statements and reporting policies within journal submission guidelines is important in multiple capacities – to generate data that accurately represents the broad demographics of an entire community rather than that systemically overrepresents specific groups, to update research and services for underserved,⁸ minoritized groups,³ and to eliminate health inequalities and stereotypes in research.^{10,12} Moreover, incorporating DEI principles into journal submission guidelines better

supports studying individual variability,¹¹ and testing optimization strategies in health promotion and performance interventions, across the board.²

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The University of San Francisco is located on the unceded ancestral homeland of the Ramaytush Ohlone Peoples who are the original inhabitants of the San Francisco Peninsula.

The land on which the University of Tennessee sits is part of the traditional territory of the Tsalagi Peoples (now Eastern Band of Cherokee Indians, Cherokee Nation of Oklahoma, and United Keetoowah Band of Cherokee Indians) and Tsoyaha Peoples (Yuchi, Muscogee Creek).

The University of Nevada, Las Vegas is situated on the traditional homelands of Indigenous groups, including the Nuwu or Nuwuvi, Southern Paiute People, descendants of the Tudinu, or Desert People.

The University of Central Missouri is located on the ancestral land of the Osage People.

The ‘āina on which Brigham Young University–Hawaii is located is part of the larger territory recognized by Indigenous Hawaiians as their ancestral home.

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Supplemental Content File #1

This supplemental content File presented the finalized coding instruments produced after iterative pilot testing (i.e., protocol, codebook, and data collection form).

Finalized Protocol

Study Protocol

Study Objectives

Perform a content analysis of online author guideline pages, quantifying how many journals provide author guidelines related to DEI. Additional information would be collected (e.g., from the journal homepage, how many clicks does it take to get to the webpage for author guidelines).

- Each search will start from the journal **homepage**. Follow the **steps** listed below.
- You will search for two or three target pages on the journal website:
 - **first**, the **Submission Guidelines** page (aka, author guidelines page, author submission page);
 - **second**, the **Aims & Scope** page;
 - and **third**, if available, the **Journal Description** page.

Steps

1. Familiarize yourself with the online spreadsheet containing the coding entry form and the coding codebook (see the respective tabs). Most responses will require a numerical code (i.e., 1 = yes, 0 = no).
2. Enter the date coding was performed for each journal website (i.e., Year_Month_Date; e.g., 2024_6_19)
3. Navigate from the journal **homepage**.
4. Enter the number of clicks (do not include hovers) it takes you to navigate from the **homepage** to **submission guidelines** (only). Make sure this page provides information about the submission process. If that detail requires opening a file, treat that file as the submission guidelines page.
 - a. Do not count clicks for other target pages.
5. Once on the target page, note if you must access a file in order to read the submission guidelines (e.g., PDF file opens in browser or downloaded to device)
6. Once on the target page, search for content that may answer each form query.
7. Note: **focus on explicit content** (mark no if the evidence is implied info)
8. Note: DEI content may not have a specific section, perform a thorough search
 - a. You may search the web page for DEI content, using the webpage search engine (e.g., “CTRL F” for PCs). Enter the following words **one at a time**: *diver, inclusi, equity, equality*.
- i. Make a note on a journal doc for the project if you notice relevant words to define subsections or decrease DEI topics and suspect they might be common (e.g., accessibility). We will agree together if the words/terms should be added to the list.
9. Note: DEI statements and/or comments isn't related to just study participants

For example, the [Scandinavian Journal of Medicine and Science in Sports](#) mentions the “diversity of scientists, clinicians and other health professionals working in this area” in the DEI section, which would be counted as “yes” for Q4
10. Note: reporting guide policy on biological sex and gender need to be required, may be phrased as “should” or “must” to be marked as “yes”.
 - a. Run a search of the webpage or PDF document, using the terms “sex” and “gender”.
11. Provide the **URL** of the target webpage within the coding entry form.
12. Repeat steps 1-9 for the second target page: **Aims & Scope** page (wording may vary)
13. Repeat steps 1-9 for the final target page: **Journal Description** page (wording may vary).

Term Definitions

Statement - "Something that someone says or writes officially, or an action done to express an opinion" ([Cambridge Dictionary, n.d.](#))

Value Statement - "A value statement is a statement that expresses the main mission and values of a company...This statement, put simply, is a description of what the company stands for and the goals it's trying to achieve." ([Indeed.com, 2025](#))

Expectation Statement - "Expectation is the act or state of expecting something, or the state of being expected. It can also refer to something hoped for, anticipated, or probable." ([TheFreeDictionary.com, n.d.](#))

Diversity - "Diversity refers to the representation or composition of various social identity groups in a work group, organization, or community." ([APA, 2021, EDI Framework](#))

Equity - "Equity involves providing resources according to the need to help diverse populations achieve their highest state of health and other functioning" ([APA, 2021, EDI Framework](#))

Inclusion - "Inclusion strives for an environment that offers affirmation, celebration, and appreciation of different approaches, styles, perspectives, and experiences" ([APA, 2021, EDI Framework](#))

Key Reminders

1. Your coding should be independent. This means that you do not discuss your results or approach with other coders. However, you may seek clarification about the coding form from the supervising faculty member: Dr. XXX (email XXX, cc: YYY: YYY).
2. Whenever you take a break or end a session, write a note where you stopped. Before taking a break, complete the entire coding for the journal website you are working on.
3. Once assigned, code the entire set of assigned journals within a two-week period. Provide weekly status updates to the supervising faculty members (i.e., what have you done, what is next).
4. Take your time and check your work. Strive to be consistent in your interpretation of the coding form.
5. Consult the codebook tab of your spreadsheet for a visual example of each prompt (note these are examples only; actual samples may have more or less detail and organization may vary).

Finalized Query List

1. Entry date
2. URL to submission guidelines
3. Number of clicks to get to submission guidelines
4. Any DEI statements (0 = no, 1 = yes)
5. Diversity statement (0 = no, 1 = yes)
6. Equity statement (0 = no, 1 = yes)
7. Inclusion statement (0 = no, 1 = yes)
8. Inclusive language policy (0 = no, 1 = yes)
9. Reporting policy: biological sex (0 = no, 1 = yes)
10. Reporting policy: gender (0 = no, 1 = yes)
11. Hyperlinked DEI educational resource material (0 = no, 1 = yes)
12. URL to Aim/Scope page
13. DEI value or expectation statement (Aims/Scope page) (0 = no, 1 = yes)
14. URL to journal description page
15. DEI value or expectation statement (journal description page) (0 = no, 1 = yes)
16. Required to view PDF to access submission guidelines (0 = no, 1 = yes)
17. URL to PDF guidelines (put N/A if not required)
18. If applicable, did you download the PDF document (1 = yes, 333 = N/A)

Finalized Codebook

Column Header	Description	Example Language
Journal (Homepage URL)	This is a live link to the Journal homepage URL	N/A
Publisher	Name of publisher	N/A
How many clicks to get there	From the starting point (homepage URL), how many clicks (not hovers) did it take you to get to the information about ... need to define "where"	N/A
Linked educational resources (Y/N)	Are there links to educational resources from the journal homepage, publisher homepage, or instructions to authors?	N/A
ANY DEI statement (Y/N)	Does the journal (or publisher?) have a DEI statement or guidelines? Mark yes if they include ANY statement or guideline that includes any of the following terms or combination of terms: "diversity", "equity", "inclusion", "inclusivity", OR have guidelines in the spirit of being inclusive regarding research	Diversity, Equity, and Inclusion (DE&I) is a phrase that broadly outlines an effort to create a more welcoming environment for all people and to create meaningful, systemic change toward a more equitable community.
Diversity statement or commentary (Y/N)	Yes/No? Guidance on diversity?	Diversity involves “the recognition of the visible and invisible physical and social characteristics that make an individual or group of individuals different from one another, and by doing so, celebrating that difference as a source of strength for the community at large.” (Rodríguez, 2016)
Equity statement or commentary (Y/N)	Yes/No? Guidance on equity?	Equity refers to the “enactment of specific policies and practices that ensure equitable access and opportunities for success for everyone. It is important to differentiate equity from equality... in order to be equitable, we cannot treat everyone the same. To be equitable, we must treat individuals according to their needs and provide multiple opportunities for success.” (Rodríguez, 2016)
Inclusion statement or commentary (Y/N)	Yes/No? Guidance on inclusion?	Inclusion involves “bringing together and harnessing these diverse forces and resources, in a way that is beneficial. Inclusion puts the concept and practice of diversity into action by creating an environment of involvement, respect, and connection where the richness of ideas, backgrounds, and perspectives are harnessed to create business value. Organizations need both diversity and inclusion to be successful.” (Jordan, 2011).

Inclusive Language Guide or Policy that includes one of the following: race, ethnicity, gender identity, sexual orientation, income, disability, language, age (Y/N)	Does the journal (or publisher?) have a description of using required inclusive language. Inclusive language that respects diversity, promotes opportunities and uses gender neutral terms.	"Inclusive Language: Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Content should make no assumptions about the beliefs or commitments of any reader; contain nothing which might imply that one individual is superior to another on the grounds of age, gender, race, ethnicity, culture, sexual orientation, disability or health condition; and use inclusive language throughout. Authors should ensure that writing is free from bias, stereotypes, slang, reference to dominant culture and/or cultural assumptions. We advise to seek gender neutrality by using plural nouns ("clinicians, patients/clients") as default/wherever possible to avoid using "he, she," or "he/she." We recommend avoiding the use of descriptors that refer to personal attributes such as age, gender, race, ethnicity, culture, sexual orientation, disability or health condition unless they are relevant and valid. When coding terminology is used, we recommend to avoid offensive or exclusionary terms such as "master", "slave", "blacklist" and "whitelist". We suggest using alternatives that are more appropriate and (self-) explanatory such as "primary", "secondary", "blocklist" and "allowlist". These guidelines are meant as a point of reference to help identify appropriate language but are by no means exhaustive or definitive. In the interest of accuracy and clarity, AJOG recommends that authors use language in their submission that is reflective and inclusive of the gender identities of the participants in their studies. As with other demographic characteristics, the gender identities of the study population should be specified in methods; corresponding language that reflects the study population should be used throughout the manuscript. It is understood that the gender identity(ies) may be unknown, which is important for authors to acknowledge as well." American Journal of Obstetrics and Gynecology (n.d.a).
Inclusive Language Guide or Policy (string variable)	Copy and paste the inclusive language guide or policy	N/A
Guideline or Policy for reporting biological sex (Y/N)	Does the journal (or publisher?) have a description of using required inclusive language specifically addressing the use of biological sex?	"Reporting sex- and gender-based analyses - Reporting guidance: For research involving or pertaining to humans, animals or eukaryotic cells, investigators should integrate sex and gender-based analyses (SGBA) into their research design according to funder/sponsor requirements and best practices within a field. Authors should address the sex and/or gender dimensions of their research in their article. In cases where they cannot, they should discuss this as a limitation to their research's generalizability. Importantly, authors should explicitly state what definitions of sex and/or gender they are applying to enhance the precision, rigor and reproducibility of their research and to avoid ambiguity or conflation of terms and the constructs to which they refer (see Definitions section below). Authors can refer to the Sex and Gender Equity in Research (SAGER) guidelines and the SAGER guidelines checklist. These offer systematic approaches to the use and editorial review of sex and gender information in study design, data analysis, outcome reporting and research interpretation - however, please note there is no single, universally agreed-upon set of guidelines for defining sex and gender." American Journal of Obstetrics and Gynecology (n.d.b).

Guideline or Policy for reporting gender identity (Y/N)	Does the journal (or publisher?) have a description of using required inclusive language specifically addressing the use of gender identity	Language guidelines - Authors should be cognizant that language and terminologies used to describe sexual orientation and gender diversity have been used in pejorative ways, have undergone transitions, may likely undergo more transitions, and should be used in ways that convey respect yet maintain precision. When APA offers language guidelines or policy statements that address terminology, authors are generally expected to use these guidelines and statements. There are exceptions to this, such as accurately quoting or describing older literature which might use outdated or problematic terminology. Equity, Diversity, & Inclusion Office (American Psychological Association) (2021).
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Code book references (quotation marks are used for non-paraphrased text)

American Journal of Obstetrics and Gynecology (n.d.a). *Guide for authors* [use of inclusive language, section]. <https://www.sciencedirect.com/journal/american-journal-of-obstetrics-and-gynecology/publish/guide-for-authors>
 American Journal of Obstetrics and Gynecology (n.d.b). *Guide for authors* [reporting sex- and gender-based analyses, section]. <https://www.sciencedirect.com/journal/american-journal-of-obstetrics-and-gynecology/publish/guide-for-authors>

Equity, Diversity, & Inclusion Office (American Psychological Association). (2021). *American Psychological Association Equity, Diversity, and Inclusion Framework*. <https://www.apa.org/about/apa/equity-diversity-inclusion/framework>
 Jordan, T. H. (2011, March 16). The diversity opportunities of today – It's generational. *Profiles in Diversity Journal*. <https://diversityjournal.com/1432-the-diversity-opportunities-of-today-its-generational/>
 Rodriguez, A.J. (2016). For whom do we do equity and social justice work? Recasting the discourse about the other to effect transformative change. In Joseph NM, Haynes C, Cobb F (Eds.), *Interrogating Whiteness and relinquishing power: White faculty's commitment to racial consciousness in stem classrooms* (pp. 241-252). Peter Lang. https://www.purdue.edu/butler/documents/For-whom_EquityDiversity.pdf

Supplemental Content File #2**Table.** Prevalence of DEI statements and reporting policy within journal submission guidelines

Pilot Phase	Journal	Diversity Statement	Equity Statement	Inclusion Statement	Sex Variable Reporting Policy	Gender Variable Reporting Policy
#1	Health Promotion Practice	Yes	Yes	Yes	x	x
#2	International Journal of Exercise Science	Yes	x	x	x	x
#3	Topics in Exercise Science & Kinesiology	x	x	x	x	x
#3	Educational Practices in Kinesiology	x	x	x	x	x
#3	International Journal of Sports Physiology & Performance	x	x	x	x	x
#3	Journal of Bone & Joint Surgery	x	x	x	x	x
#3	Journal of Athletic Training	x	x	x	x	x
#3	Biology of Sport	x	x	x	x	x
#3	International Review of Sport and Exercise Psychology	x	x	x	x	x
#3	European Journal of Applied Physiology	x	x	x	x	x
#3	Journal of Sports Economics	x	x	x	x	x
#3	The Knee	x	x	x	Yes	Yes

#3	Scandinavian Journal of Medicine & Science in Sports	Yes	x	Yes	x	x
#3	Science and Sports	x	x	x	x	x
All	Percent Yes (%)	21	7	14	7	7
All	Percent No (%)	79	93	86	93	93

Note. The “x” symbol within the table cells denotes no statement observed. Coding was based on the question of whether journal submission guidelines contained at least one DEI statement, and at least one sex and gender variable reporting policy. Data was collected between February 2024 and July 2025.

