

EEO PUBLIC FILE REPORT // LA SEU

August 1, 2018 -- July 31, 2019

I. VACANCY LIST

See Section II, the “*Master Recruitment Source List*” (“MRSL”) for recruitment source data

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
Program Host	1 – 4 & 10 – 37	4
Web Developer	1 - 4 & 10 – 37	4
Chief Philanthropic/Community Development Officer	2 & 5	5

KUSC(FM), KPSC(FM), KESC(FM), KDB(FM), KDSC(FM)

2019 EEO PUBLIC FILE REPORT // LA SEU

August 1, 2018 - July 31, 2019

Source Entitled to Vacancy
Notification? Y/N
No. of Interviewees Referred
by RS Over Reporting Period

Section II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

<u>Organization</u>	<u>Contact Person</u>	<u>Address</u>	<u>City</u>	<u>St.</u>	<u>Zip</u>		
1 Station Website	Kappelman Bill	http://www.kusc.org/	Los Angeles	CA	90071	N	0
2 USC Recruitment Website		http://www.usc.edu/go/jobs	Los Angeles	CA	90089	N	7
3 Internal Posting	Kappelman Bill		Los Angeles	CA	90071	N	0
4 Word of Mouth // Personal Contacts						N	3
5 Internal Promotion						N	1
6 LinkedIn.com		http://www.linkedin.com/				N	0
7 Indeed.com (Paid Website)		http://www.indeed.com				N	0
8 Curtis Consulting (recruiter)	Curtis Craig	1873 Pepper Dr.	Altadena	CA		N	5
9 Koya Leadership Partners		177 E Colorado Blvd, 2nd Floor	Pasadena	CA	91105	N	0
10 Actors Work Program	Attn: Human Resources	5757 Wilshire Blvd. #400	Los Angeles	CA	90036	N	0
11 Art Institute of LA	Davtyan Susanna	2900 31st Street	Santa Monica	CA	90405-3035	N	0
12 Braille Institute		741 N. Vermont Ave.	Los Angeles	CA	90029	N	0
13 Cal. State U. at Chico	Odom Megan	Placement Office	Chico	CA	95929-0700	Y	0
14 Career Planning Center	Goldoni Lelia	1623 S. La Cienega	Los Angeles	CA	90035	N	0
15 Career Transition Center		3447 Atlantic Ave.	Long Beach	CA	90807	N	0
16 CSULB/Film & Electronic Arts Dept.	Burman Karen	1250 Bellflower	Long Beach	CA	90840-0113	N	0
17 CSUN/Career Center	Fullum Odette	18111 Nordoff St.	Northridge	CA	91330-8241	N	0
18 Employment Development Department	Lizama Milena	12715 S. Pioneer Blvd.	Norwalk	CA	90650	Y	0
19 Experience Unlimited/EDD	Frigs Jeannine	933 S. Glendora Ave.	W. Covina	CA	91790	N	0
20 Glendale College/Student Employment Service	Davoodi Sharias	1500 N. Verdugo	Glendale	CA	91208	N	0
21 Jewish Vocational Services (Valley)	Lutter Shelly	22622 Vanowen St.	West Hills	CA	91307	N	0
22 KMRB-AM	Chu Kevin	747 E. Green St., 4th Floor	Pasadena	CA	91101	N	0
23 KPFK-FM	Bar-Cohen Limor	3729 Cahuenga Blvd West	N Hollywood	CA	91604	N	0
24 KTLA-TV	Red-Horse Margarita	5800 Sunset Blvd	Hollywood	CA	90028	N	0
25 KTYM-AM	Borrego Gerardo	6803 West Blvd.	Inglewood	CA	90302-1832	N	0
26 KXLU-FM	Valdenso Devin	7900 Loyola Blvd.	Los Angeles	CA	90045	N	0
27 Los Angeles Urban League	Manuel-Esquei Marie	3450 Mt. Vernon Drive	Los Angeles	CA	90008	N	0
28 Maxine Waters Empl. Preparation Center	Alexander Fran	10925 S. Central Avenue	Los Angeles	CA	90059	Y	0
29 Plaza de La Raza		3540 N. Mission Rd	Los Angeles	CA	90031	Y	0
30 Social Concerns of So. Calif.		12930 N. Lime Ave.	Compton	CA	90221	N	0

31	The Lords Lighthouse Ministry	Samm	Butch	1760 N Gower Ave	Hollywood	CA 90028	N	0
32	UCLA/African American Studies	Benson	Veronica	Box 951545	Los Angeles	CA 90095-1545	N	0
33	Venice Skills Center / LAUSD	Baskin	Lisa	611 5th Avenue	Venice	CA 90291	N	0
34	Verdugo Job Center	Jordan	Gail	1255 S. Central Ave.	Glendale	CA 91204	N	0
35	WBUR-FM	Shaw	Jessica	890 Commonwealth Ave.	Boston	MA 02215	N	0
36	West Valley Occupational Center			6200 Winnetka Ave.	Woodland Hills	CA 91367	N	0
37	Yuba College	Mannshardt	Sue	2088 N. Beale Rd.	Marysville	CA 95901	N	0

TOTAL INTERVIEWEES OVER REPORTING PERIOD: 16

EEO PUBLIC FILE REPORT

August 1, 2018 --> July 31, 2019

III. RECRUITMENT INITIATIVES

Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1 <u>Internship Program</u>	<p>From August 1, 2018 through the Fall 2018, the IT Department of the SEU hosted a student intern from the University of Southern California. The intern was supervised by our Director of IT and his duties included:</p> <ul style="list-style-type: none">▪ Provisioning and installing new computer workstations and systems▪ The decommission and proper disposal of old hardware -- such as old hard drives -- in a secure and proper manner▪ Ensuring that <u>Help Requests</u> and <u>Trouble Tickets</u> are followed up on, and resolved as efficiently as possible

2	<p>Participate in events/programs sponsored by or on behalf of <u>Educational Institutions</u> related to careers in broadcasting</p>	<p>On January 7, 2019, the SEU’s Executive Producer gave a station tour to a student from USC Thornton School of Music.</p> <p>The student was provided a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.</p>
3	<p>Participate in events/programs sponsored by or on behalf of <u>Educational Institutions</u> related to careers in broadcasting</p>	<p>On January 14, 2019, the SEU’s Executive Producer gave a station tour to a student from the University of Puget Sound.</p> <p>The student was provided a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.</p>
4	<p>Participate in events/programs sponsored by or on behalf of <u>Educational Institutions</u> related to careers in broadcasting</p>	<p>On April 3, 2019, the SEU’s Executive Producer gave a station tour to a student from USC Thornton School of Music.</p> <p>The student was provided a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.</p>

5	<p>Participate in events/programs sponsored by or on behalf of <u>Educational Institutions</u> related to careers in broadcasting</p>	<p>On April 10, 2019, the SEU’s Executive Producer gave a station tour to a student from USC Thornton School of Music.</p> <p>The student was provided a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.</p>
6	<p>Participate in events/programs sponsored by or on behalf of <u>Educational Institutions</u> related to careers in broadcasting</p>	<p>On January 17, 2019, the SEU’s Assistant Program Director gave a station tour to a high school student from Central High (<i>Continuation</i>).</p> <p>The student was provided a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.</p>
7	<p>Provide training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination</p>	<p>In August 2018, all SEU managers took an e-course focused on the prevention of sexual harassment in the workplace. Among other topics, the course defined sexual harassment and discussed the importance of a harassment-free workplace.</p>

8	<p>Training programs that enable station personnel to acquire skills to qualify them for higher level positions</p>	<p>The SEU's Major Giving Officer attended a course offering with the focus on managing an arts organization and creating a sustainable enterprise therewith.</p> <p>The course addressed the needs of new managers, including staff retention, team management and handling increased responsibilities.</p>
9	<p>Provide training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination</p>	<p>On June 7, 2018, the SEU's Director of Compliance, Bill Kappelman, held a 90-minute -long EEO seminar attended by all hiring station managers.</p> <p>A variety of topics and methodologies for ensuring equal employment opportunity, as well as ways to comply with FCC rules were presented.</p>