

**PUBLIC FILE REPORT**

EEO Public File Report						
<b>KUNM Radio, Albuquerque, New Mexico</b>						
<b>June 1, 2022 – May 31, 2023 report by Richard Towne, General Manager</b>						
<b>Full-Time Positions Filled = 2</b>						
Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
#1	Journalist	01/09/2023	04/17/2023	<b>KUNM managed list (# 1 - 8 below)</b>		
				Referred by current KUNM employee	2	1
				KUNM Website	1	
				CPB Jobline	1	
				AIR – Association of Independents in Media	1	
				<b>NMBA managed list (please see list below)</b>	0	
				<b>UNM managed list (please see list below)</b>	0	
				<b>Other</b>		
				African American Hires.org & AIR	1	
#2	Digital Multimedia	09/08/2022	10/17/2022	<b>KUNM managed list (# 1 - 4 below)</b>		
				Referred by current KUNM employee	1	1

				<b>NMBA managed list (please see list below)</b>	0	
				<b>UNM managed list (please see list below)</b>	2	
				<b>#</b>		

<b>Summary Information Regarding Recruitment Sources Contacted for Full-Time Vacancies as of 05/31/2023</b>				
<b>No.</b>	<b>Recruitment Source</b>	<b>Contact</b>	<b>Total Interviewed</b>	<b>Entitled to Notification</b>
	<b>KUNM managed recruitment list</b>			
<b>1</b>	Corporation for Public Broadcasting Job line	Automated online	1	N
<b>2</b>	KUNM Auto-Notifications System includes internal, external, individual notifications, on-air, online, and social media recruitment. Includes personal referrals by KUNM.	Richard S. Towne	4	N
<b>3</b>	University of New Mexico Job Site	Matt Ormita	2	N
<b>4</b>	New Mexico Broadcasters Association (NMBA) website	Suzan Strong	0	N
<b>5</b>	Journalism and Women Symposium	Mira Lowe	0	N
<b>6</b>	SPJ – Rio Grande Chapter	Ryan Lowery	0	N
<b>7</b>	AIR Association of Independents in Radio list-serve, online	Ken Ikeda - online	1	N
<b>8</b>	Mountain West News Consortium list-serve	Tom Michael - BSU	0	N
<b>9</b>	Native American Journalist Association (paid)	Rebecca Landsberry	0	N
<b>10</b>	National Association of Black Journalists (paid)	Drew Barry	0	N
<b>11</b>	Asian American Journalist Association (paid)	Kathy Chow	0	N
<b>12</b>	NPR's Think Public Media - online	Keith Woods - NPR	0	N
<b>13</b>	National Federation of Community Broadcasters	Sally Kane	0	N
<b>14</b>	Current.org (paid)	Online	0	N
<b>15</b>	Public Media Journalists Association (paid)	Online	0	N
<b>16</b>	National Association of Hispanic Journalists (paid)	Online	0	N

	#			
	<b>NM Broadcasters Association managed recruitment list</b>	NMBA.com May 2023		
<b>17</b>	Communication & Journalism, Univ. of New Mexico	Georgia Cavazos	0	N
	MSC03 2240, UNM, Albuquerque, NM 87131	277-1903		
<b>18</b>	John Marshall Multi-Service Center	R. Sandler	0	N
	1500 Walter, SE, Albuquerque, NM 87102	505-848-1345		
<b>19</b>	University of NM Office of Career Services	Madeline Richards	0	N
	MSC 06 3710, Albuquerque, NM 87131	505-277-2531		
<b>20</b>	San Juan College	Jen Hargrove Sheley	0	N
	4601 College Blvd., Farmington, NM 87401	505-566-3579		
<b>21</b>	Albuquerque Indian Center	Antoinette Fontenelle	0	N
	105 Texas SE, Albuquerque, NM 87108	(505) 268-4418		
<b>22</b>	National Association of Hispanic Journalists	Anna Lopez	0	N
	PO Box 226722, Washington, DC 20045	(202) 662-7145		
<b>23</b>	Career Services at Western New Mexico University	Careeserv@wnmu.edu	0	N
	1000 W. College St., Silver City, NM 88062	505-538-6336		
<b>24</b>	Eastern New Mexico University – Portales - KENW	Sean Moore	0	N
	1200 W. University, Portales, NM 88130			
<b>25</b>	Women's Housing Coalition	Angie Ludi	0	N
	3005 San Pedro NE, Albuquerque, NM 87110	(505) 884-8856		
<b>26</b>	African American Cultural Association	Lovie McGee	0	N
	PO Box 18043, Albuquerque, NM 87185-8043	(505) 299-7910		
<b>27</b>	San Juan Basin Technical College	Tony Corona	0	N
	P.O. Box 970, Cortez, CO 81321	970-565-8457		
<b>28</b>	UNM El Centro de la Raza	Veronica Mendez-Cruz	0	N
	MSC 06 3830, UNM, Albuquerque, NM 87131	(505) 277-5020		
<b>29</b>	SASacco & Associates	Stacy Sacco	0	N
	1201 Cannonade Ct SE, Albuquerque, NM 87123	(505) 489-2311		
<b>30</b>	Community Cable Channel 27	John Ortiz	0	N

	415 Tijeras NW, Albuquerque, NM 87102	(505) 243-0027		
<b>31</b>	Nat'l Alliance of State Broadcasters Association	Suzan Strong	0	N
	2333 Wisconsin Blvd., Albuquerque, NM 87110	(505) 881-4444		
<b>32</b>	UNM Communications and Journalism	Richard Schafer	0	N
	MSC03 2240, UNM, Albuquerque, NM 87131	505 277-9556		
<b>33</b>	Colorado Media School Career Services	Terry Cuff	0	N
	404 S. Upham St, Lakewood, CO 80226	(303) 937-7070		
<b>34</b>	LULAC – National Educational Service Centers, Inc.	jmoaya@inesc.org	0	N
	2000 L Street NW, Suite 610, Washington DC	(202) 835-964		
<b>35</b>	John Marshall Multi-Service Center	R. Sandler	0	N
	1500 Walter SE, Albuquerque, NM	(505)8481345		
	<b>#</b>			
	<b>Other</b>			
	Candidate says AfricanAmericanHires.org	Other	1	N
	<b>END OF SUMMARY</b>			

### UNM HR recruitment listing managed by UNM; May 2023

HigherEdJobs (<http://www.higheredjobs.com/>)

Jobing.com (<http://www.jobing.com/>)

*When you select the Jobing.com posting integration through UNMJobs, Jobing.com also feeds the posting to:*

<http://jobs4accounting.com/>

<http://administrativeassistantjobs.com/>

<http://jobs4clerical.com/>

<http://jobs4engineering.com/>

<http://hrjobs.org/>

<http://informationtechnologyjobs.com/>

<http://jobs4managers.com/>

<http://jobs4sales.com/>

<http://hirebilingual.com/>

<http://diversityjobs.org/>

<http://veteransjobs.com/>

LocalJobNetwork.com (<http://www.localjobnetwork.com>

*LocalJobNetwork scrapes all positions to the following sites:*

New Mexico Workforce Connection (<https://www.jobs.state.nm.us/jobbanks>)

NewMexicoJobNetwork.com (<http://www.newmexicojobnetwork.com/>)

MetroAlbuquerqueJobs.com (<http://www.metroalbuquerquejobs.com/>)

JobsInRoswell.com (<http://www.jobsinroswell.com/>)

JobsInLasCruces.com (<http://www.jobsinlascruces.com/>)

JobsInSantaFe.com (<http://www.jobsinsantafe.com/>)

NewMexicoDiversity.com (<http://www.newmexicodiversity.com/>)

AlbuquerqueDiversity.com (<http://www.albuquerquediversity.com/>)

*Per the UNM HR website, "Positions are additionally shared to various community organizations based all throughout New Mexico.*

FCC Form 396 Employment Program Report Station KUNM(FM), Albuquerque, NM

EXHIBIT 2

Narrative Statement

Noncommercial educational radio station KUNM(FM), Albuquerque, New Mexico, licensed to the Regents of the University of New Mexico (UNM), has a long standing EEO program to achieve effective outreach with respect to employment and recruitment. KUNM's EEO program widely disseminates vacancy information, achieves community outreach through several additional non-vacancy-specific activities, and provides for a non-discriminatory workplace.

KUNM conducts all recruitment and hiring through the UNM Human Resources (HR) Division and in accordance with UNM Business Policy 3210 "Recruitment and Hiring". As a department of the University of New Mexico, KUNM is required to follow all university policies including those related to nondiscrimination in hiring, recruitment, pay, benefits, and promotion. The University has an independent Office of Equal Opportunity if anyone on campus has a question, problem, or claim of discrimination.

The University's administrative policies related to non-discrimination include:

- Policy #2720 "Prohibited Discrimination & Equal Opportunity"
- Policy #3210 – "Recruitment and Hiring"
- UNM Regents' Policy 2.3 - Equal Opportunity, Affirmative Action, Anti-Harassment and Anti-Retaliation
- Policy #3110 – "Reasonable Accommodation for Employees, Job Applicants, and Participants with Disabilities"
- Policy #2200 - Reporting Suspected Misconduct and Whistleblower Protection from Retaliation
- Policy #3215 – "Performance Improvement"
- Policy #2740 – "Sexual Harassment Including Sexual Assault"
- Policy #3290 - "Professional Development and Training" (Mandatory annual training for Staff and Students on preventing Discrimination and sexual harassment).

As detailed in its annual EEO public file reports, KUNM's recruitments for open positions make use of several varied recruitment sources such as local newspapers, public broadcasting industry newspapers, the Corporation for Public Broadcasting job line, internal station postings, station broadcast and social media announcements, the UNM jobs site, various journalist associations, and various additional UNM sources and the New Mexico Broadcasters Association's recruitment sources. Depending on the nature of

the open position, KUNM also focuses searches on statewide or national criteria, including additional recruitment sources, as appropriate.

Moreover, in addition to its job opening search and recruitment efforts, KUNM and UNM conduct many supplemental EEO outreach activities in the local community. Such efforts include participation in job fairs; an internship program for college students; participation in programs with educational institutions relating to career opportunities in broadcasting; establishment of a mentorship program for station personnel; training programs for staff; and a community volunteer program. KUNM has 21 full-time noncommercial radio professionals and about 100 student and community volunteers producing programming and operating the station. Four UNM students are employed part-time at KUNM.

Responsibility for meeting the objectives of the FCC's EEO commitments is the direct responsibility of KUNM's General Manager. The General Manager reviews and approves all recruitment efforts and directly monitors the applications, screening, and selection of every hire at KUNM. In each hire, the General Manager works with senior staff members serving on diverse search committees to create recruitment strategies. As part of post-hire activities, the General Manager works with senior management to analyze, review, and refine KUNM's EEO program.

KUNM's General Manager works closely with the University of New Mexico's Human Resource division, including employment and recruitment consultants to take advantage of recruitment upgrades and refinements provided by the UNM HR division. KUNM's General Manager has annually reviewed the specific FCC requirements on employment practices and follows the directives involving internal on-going analysis of the program for recruitments, employment practices for existing staff, diverse hiring committees, and a non-discriminatory environment.



Prong 3 Longer-Term Recruitment Initiatives Implemented During Previous Year					
No.	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1	Weekdays of 08/15/22 11/14/22 02/6/23 05/9/22  3 this year.	NM Broadcasters Association Virtual Job Fairs	Statewide broadcast of recruitment announcements encouraging anyone to apply to stations online at the NMBA website. Applicant's resume automatically forwarded to participating stations.	On-air and online participant and resume review.	Richard Towne, General Manager.
2	June 1, 2022 – ongoing weekly	Internship Program	College Paid Intern Program: expose college students to broadcasting environment. Added paid Graduate student internship News. Funding expired 12/31/2022.	Hire and train 4 interns from area colleges who are majoring in broadcasting, online media, or related fields.	Richard Towne - General Manager, Megan Kamerick - News Director, Chanda Shaw - Development Director, Steven Emmons - Operations Manager.
3	June 1, 2022 – ongoing weekly	Participation in programs sponsored by educational institutions relating to careers in broadcasting.	Youth Radio program: Enroll high school juniors and seniors in free training to produce weekly, one-hour radio program.	25 students produce news, interviews, and features that are presented live on KUNM for an hour every Sunday. Year-round program	Richard Towne, KUNM General Manager and Roberta Rael, ED of Generation Justice – a local non-profit incubated by KUNM to provide youth media development services.

4	June 1, 2022 – ongoing weekly	Establishment of a mentoring program for station personnel	KUNM students (5) and volunteers (our air staff of 100) receive on-going mentoring and skills training. Individuals create mentoring relationships with the paid professional staff in all aspects of broadcast and social media.	KUNM's professional staff members are eligible to create and participate in free classes and formal mentoring programs through UNM's Human Resources department. UNM also provides access to staff trained in organizational development, hiring, and dispute resolution. All professional staff and students are required to complete online training "Preventing Harassment and Discrimination"	Richard Towne, General Manager and Steven Emmons, Operations Manager:  All professional staff, volunteers, and students.
5	June 1, 2022 - ongoing monthly	Direct participation in a university journalism department	KUNM works regularly with UNM's Department of Communications and Public TV station.	We worked together with NMPBS for multi-platform election, legislative coverage, and coverage of state government	Richard Towne, General Manager, Tristan Clum, Program Director, News Director, and News staff.
6	June 2022 – May 2023.	Professional Fellowship for recent UNM Journalism graduate.	KUNM and UNM's Journalism school received funding to hire a recent Journalism graduate for a nine-month, fulltime Reporter.	Journalism student graduating in May 2022 can apply for a nine-month fulltime, professional Fellowship as a Reporter for KUNM. Fellow has been hired to regular staff with term ending 12/2023	Richard Towne - General Manager, Tristan Clum - Program Director, Megan Kamerick -News Director, and News staff.

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