

KUEN (UTAH BOARD OF REGENTS) EEO PUBLIC FILE REPORT

(May 21, 2022 through May 31, 2023)

This report describes the recruitment sources that KUEN used to fill full-time vacancies.

Full-Time Positions Filled with Recruitment Sources Used

Appendix A of this report includes a list of recruitment sources and referral agencies, indicating source name, address, contact person and telephone number. Hiree Recruitment Sources are noted in parentheses. Asterisk (*) denotes referral sources and their respective numbers found on Appendix A. KUEN sends information regarding full-time positions to a mailing list maintained by the station's technical staff. This list is open to any subscriber so the list of individuals and/or organizations that receive information about job postings may be broader than the referral source list in Appendix A. An invitation is sent to these subscribers asking if they will provide more contact information, but some do not respond.

1. KUEN Technical Trainer, Sr PRN29793B

Notice sent to Referral Source list for entries on or before 3-22-22

Date Filled: 5-4-22

Number of Interviewees: 2

Interviewees according to Referral Source: *B6=1; B7=1

Hiree: B6

2. KUEN Administrative Assistant PRN30073B

Notice sent to Referral Source list for entries on or before 4-7-22; KSL Classified—\$75;
LinkedIn—\$175

Date Filled: 6-1-22

Number of Interviewees: 8

Interviewees according to Referral Source: *B6=6; B7=1; C43=1

Hiree: B6

3. KUEN Data Security Analyst, Sr PRN30382B

Notice sent to Referral Source list for entries on or before 4-29-22

Date Filled: 7-6-22

Number of Interviewees: 3

Interviewees according to Referral Source: *B6=1; B7=1; C43=1

Hiree: B7

4. KUEN IT Specialist PRN31042B on HR postings page this shows closed and not filled

Notice sent to Referral Source list for entries on or before 6-17-21

Date Filled: 8-15-22
Number of Interviewees: 1
Interviewees according to Referral Source: * B7=1
Hiree: B7

5. KUEN IT Specialist PRN31441B

Notice sent to Referral Source list for entries on or before 7-19-21
Date Filled: 9-1-22
Number of Interviewees: 6
Interviewees according to Referral Source: *B6=4; B7=1; C43=1
Hiree: B6

6. KUEN Project Administrator PRN31455B

Notice sent to Referral Source list for entries on or before 7-19-22
Date Filled: 9-1-22
Number of Interviewees: 1
Interviewees according to Referral Source: *B7=1
Hiree: B7

7. KUEN Sr Accountant PRN31890B

Notice sent to Referral Source list for entries on or before 8-17-22; Local Package KSL,
Monster, Indeed—\$375; LinkedIn—\$300
Date Filled: 10-10-22
Number of Interviewees: 3
Interviewees according to Referral Source: *B6=1; B7=2
Hiree: B7

8. KUEN Network Administrator Sr PRN32299B

Notice sent to Referral Source list for entries on or before 9-16-22; Local Package KSL,
Monster, Indeed—\$375
Date Filled: 1-9-23
Number of Interviewees: 4
Interviewees according to Referral Source: *B7=4
Hiree: B7

9. KUEN Assoc Dir Acctg & Finance PRN32951B

Notice sent to Referral Source list for entries on or before 11-10-22; Local Package KSL,
Monster, Indeed—\$375; LinkedIn—\$300
Date Filled: 1-19-23
Number of Interviewees: 6
Interviewees according to Referral Source: *B6=3; C43=3
Hiree: B6

Total Interviewees for Full-Time Positions

34 persons

Number of Referrals from Sources Used

B6=16; B7=12; C43= 6

Supplemental Outreach Activities

Appendix B contains a brief description of activities from categories listed on the FCC Menu of outreach initiatives undertaken during the reporting period, including station personnel involved in the activities.

Appendix A: Employment Referral and Recruitment (Referral Source List)

Updated: 5/18/23; Created 5/21/03

The Referral Source number in column one of each table below corresponds to the “Interviewees according to Referral Source” details provided in KUEN’s report on Full-Time Positions Filled with Recruitment Sources Used.

Workforce Service Centers

- The University has a signed contract with the Utah Department of Workforce Services (DWS).
- Postings are sent to the State Employment Team via postajob@utah.gov.
- DWS Employment Centers do not have direct phone numbers; calls are directed to a general call center at 801-526-0950 or 1-866-435-7414.

Agency	Contact	Phone	Address	E-mail	Date Entered
A1 Department of Workforce Services Employer Services	N/A	801-526-0997 1-888-920-9675	140 East 300 South, SLC, UT 84111	postajob@utah.gov	10/5/17
Beaver Employment Center	N/A	N/A	875 North Main / PO Box 1138, Beaver, UT 84713	postajob@utah.gov	N/A
Blanding Employment Center	N/A	N/A	544 North 100 East, Blanding, UT 84511	postajob@utah.gov	N/A
Brigham City Employment Center	N/A	N/A	138 West 990 South, Brigham City, UT 84302	postajob@utah.gov	N/A

Agency	Contact	Phone	Address	E-mail	Date Entered
Cedar City Employment Center	N/A	N/A	176 East 200 North / PO Box 669, Cedar City, UT 84720	postajob@utah.gov	N/A
Clearfield Employment Center	N/A	N/A	1290 East 1450 South, Clearfield, UT 84015	postajob@utah.gov	N/A
Delta Employment Center	N/A	N/A	44 South 350 East, Delta, UT 84624	postajob@utah.gov	N/A
Emery County Employment Center	N/A	N/A	550 West Hwy 29/PO Box 859, Castle Dale, UT 84513	postajob@utah.gov	N/A
Heber City Employment Center	N/A	N/A	69 North 600 West, Ste C, Heber, UT 84032	postajob@utah.gov	N/A
Junction Employment Center	N/A	N/A	550 North Main / PO Box 127, Junction, UT 84740	postajob@utah.gov	N/A
Kanab Employment Center	N/A	N/A	468 East 300 South, Kanab, UT 84641	postajob@utah.gov	N/A
Lehi Employment Center	N/A	N/A	557 West State St, Lehi, UT 84043	postajob@utah.gov	N/A
Loa Employment Center	N/A	N/A	18 South Main / PO Box 267, Loa, UT 84747	postajob@utah.gov	N/A
Logan Employment Center	N/A	N/A	446 North 100 West, Logan, UT 84321	postajob@utah.gov	N/A

Agency	Contact	Phone	Address	E-mail	Date Entered
Bridgerland Technical College Employment Center	N/A	N/A	1301 North 600 West, Logan, UT 84321	postajob@utah.gov	N/A
Manti Employment Center	N/A	N/A	55 North Main, Ste #3, Manti, UT 84642	postajob@utah.gov	N/A
Midvale Employment Center	N/A	N/A	7292 South State, Midvale, UT 84047	postajob@utah.gov	N/A
Moab-South Employment Center	N/A	N/A	457 Kane Creek Blvd, Moab, UT 84532	postajob@utah.gov	N/A
Nephi Employment Center	N/A	N/A	625 North Main, Nephi, UT 84648	postajob@utah.gov	N/A
Ogden Employment Center	N/A	N/A	480 East 27th Street, Ogden, UT 84401	postajob@utah.gov	N/A
Panguitch Employment Center	N/A	N/A	665 North Main Street, Panguitch, UT 84759	postajob@utah.gov	N/A
Park City Employment Center	N/A	N/A	1846 Prospector Ave / PO Box 680697 Park City, UT 84068	postajob@utah.gov	N/A
Price Employment Center	N/A	N/A	475 West Price River Dr, Ste 300, Price, UT 84501	postajob@utah.gov	N/A

Agency	Contact	Phone	Address	E-mail	Date Entered
Provo Employment Center	N/A	N/A	1550 North 200 West, Provo, UT 84604	postajob@utah.gov	N/A
Richfield Employment Center	N/A	N/A	115 East 100 South, Richfield, UT 84701	postajob@utah.gov	N/A
Roosevelt Employment Center	N/A	N/A	140 West 425 South 330-13, Roosevelt, UT 84066	postajob@utah.gov	N/A
St. George Employment Center	N/A	N/A	162 North 400 East Bldg B, St. George, UT 84770	postajob@utah.gov	N/A
Salt Lake City Metro Employment Center	N/A	N/A	720 South 200 East, SLC, UT 84111	postajob@utah.gov	N/A
South County Employment Center	N/A	N/A	5735 South Redwood Rd, Taylorsville, UT 84123	postajob@utah.gov	N/A
South Davis Employment Center	N/A	N/A	763 West 700 South, Woods Cross, UT 84015	postajob@utah.gov	N/A
Spanish Fork Employment Center	N/A	N/A	1185 North Chappel Dr, Spanish Fork, UT 84660	postajob@utah.gov	N/A
Tooele Employment Center	N/A	N/A	305 North Main Street, Ste 100, Tooele, UT 84074	postajob@utah.gov	N/A
Vernal Employment Center	N/A	N/A	1050 West Market Dr, Vernal, UT 84078	postajob@utah.gov	N/A

College Recruiting/Educational Institutions

	Agency	Contact	Phone	Address	E-mail	Date Entered
B1	KUEN/KUED/KUER staff	Elena Sharma, Lindsey Gideon, Miji Lee and Ernesto Negrete	801-581-7777	101 Wasatch Dr, SLC, UT 84112	ebc@lists.utah.edu	3/28/03
B2	KUEN/KUED/KUER website	Elena Sharma, Lindsey Gideon, Miji Lee and Ernesto Negrete	801-585-6021	250 East 200 South Ste 125, SLC, UT 84111	ebc@lists.utah.edu	3/28/03
B3	Utah Valley University	Kaylen Dodson	801-863-7438	800 W University Parkway Mail Stop: 203 University Orem, UT 84058-5999	kaylen.dodson@uvu.edu	10/2/18
B4	Salt Lake Community College	Jack Hesleph	801-957-4013	4600 South Redwood Rd, SLC, UT 84130	jack.hesleph@slcc.edu	3/28/03
B5	Southern Utah University	Marisa Coburn	435-586-5483	351 West Center St, Cedar City, UT 84720	careercenter@suu.edu	3/28/03

	Agency	Contact	Phone	Address	E-mail	Date Entered
B6	University of Utah Human Resources (web)	Elena Sharma, Lindsey Gideon, Miji Lee and Ernesto Negrete	801-585-6021	250 East 200 South Ste 125, SLC, UT 84111	miji.lee@utah.edu; elena.sharma@utah.edu; lindsey.gideon@utah.edu; ernesto.negrete@utah.edu	5-19-22
B7	University of Utah Staff (campus referral)	varied	varied	250 East 200 South Ste 125, SLC, UT 84111	miji.lee@utah.edu; elena.sharma@utah.edu; lindsey.gideon@utah.edu; ernesto.negrete@utah.edu	3/28/03
B8	University of Utah Communication Dept	Cameron Vakilian	801-581-6889	255 S Central Campus LNCO Rm 2400 SLC, UT 84112	comm-advisor@utah.edu	10/18/17
B9	University of Utah University Press	Hannah New	801-585-0080	Marriott Library Ste 5400, SLC, UT 84112	hannah.new@utah.edu	3/28/03
B10	Utah State Board of Regents	Julie Vincent/ Anya Turner/ Kiersten Allred	801-321-7124	60 South 400 West, 5th Floor, SLC, UT 84101	HR@utahsbr.edu	3/28/03
B11	Weber State University Career Services	Pat Wheeler	801-626-7914	1105 University Cir, Ogden, UT 84408-1105	pwheeler@weber.edu	3/28/03

	Agency	Contact	Phone	Address	E-mail	Date Entered
B12	Weber State University	Betty Simons	801-626-6960	1105 University Cir, SC Rm 230, Ogden, UT 84408-1105	bsimons@weber.edu	3/28/03
B13	West High School	Connie Wyckoff, CTE Specialist/ Coordinator SLCSD	801-578-8500 ext. 383	241 North 300 West, SLC, UT 84103	Connie.Wyckoff@sl cschools.org	3/28/03
B14	University of Utah Film & Media Arts	Jennifer Humphreys	801-581-5127	375 S 1530 East, Rm 270 SLC, UT 84112	jenni.humphreys@u tah.edu	11/21/17
B16	University of Utah Department of Marketing	Paul Dowling	801-581-7489	1645 East Campus Center Dr, #107, SLC, UT 84112	mktpd@business.ut ah.edu	11/10/05
B17	Weber State University	Larry Burdett	801626-8765	1105 University Cir, Ogden, UT 84408-1105	larryburdett@weber .edu	10/27/08
B18	CTI (Career Services Network)	Vaughn Taylor	801-440-6380	842 E Three Fountains Dr, Ste 192 SLC, UT 848107	vaughn.cti@gmail.c om	10/17/17
B19	Career Services (Utah State)	Eddy Tsing	435-797-1748	4305 Old Main Hill, University Inn Room 102, Logan, UT 84322	career.services@us u.edu	3/19/09
B20	SLCC Center for Arts & Media	Josh Elstein	801-957-3127	1575 S State, Rm 2-009C SLC, UT 84115	josh.elstein@slcc.e du	10/17/17

	Agency	Contact	Phone	Address	E-mail	Date Entered
B21	BYU Theater & Media Arts	Elizabeth Funk	801-422-7768	DD581 HFAC Provo, UT 84602	tina_bellon@byu.edu	6/8/22
B22	BYU Career Placement	Scott Greenhalgh	801-422-7600	2400A WSC, Provo, UT 84602	cougarcareers@byu.edu	5/26/16
B23	City Academy	Crystal Boteju or Sonia Woodbury	801-596-8489	550 East 200 South SLC UT 84102	office@cityacademyslc.org	5/26/16
B24	Davis School District	Sandra DeCaire	435-760-5538	45 East State Street, Farmington, UT 84025	sdecaire@dsmail.net	5/27/16
B25	North Sanpete School District: Adult Education	Ben Cox	435-462-2452	220 East 700 South, Mt Pleasant, UT 84647	ben.cox@nsanpete.org	5/27/16
B26	South Summit School District	Kip Bigelow	435-783-4301	285 East 400 South, Kamas, UT 84036	kbigelow@ssummit.org	5/27/16
B27	Stansbury High School	Tom Rathke	435-882-2479	5300 Aberdeen Lane, Toole, UT 84074	trathke@gmail.com	5/27/16
B29	BYU School of Communication	Debbie Jackson	801-422-2997	360 BRMB Provo, UT 84602	comms_secretary@byu.edu	10/12/17
B30	Idaho State University Comm, Media & Persuasion	Carrie Page	208-282-3695	921 S 8 th Ave, Stop 8242 Frazier Hall, Rm 219 Pocatello, ID 83209	cmp@isu.edu	10/12/17

	Agency	Contact	Phone	Address	E-mail	Date Entered
B31	LDS Business College	Reception	801-524-1925	95 North 300 West, SLC, UT 84101-3500	employmentcenter @LDSBC.edu	10/10/17

Community/Minority Agencies

Agency	Contact	Phone	Address	E-Mail	Date Entered
C1 Broadcast Employment Services (TVJobs.com)	Mark C. Holloway	760-754-8177	PO Box 4116, Oceanside, CA 92052	jobs@tvjobs.com	11/10/05
C2 Center for Ethnic Student Affairs (CESA)	Feleti Fatu Matagi	801-581-8151	200 South Central Campus Drive SLC, UT 84112	f.matagi@utah.edu	5/27/16
C3 Keith Kippen	Keith Kippen	801-773-2468	3105 West 4800 South, Roy, UT 84067	kippenks@yahoo.com	10/3/17
C4 NAACP	Jeanetta Williams	801-250-5088	PO Box 25414, SLC, UT 84125-0414	jdwnaACP@att.net	3/28/03
C5 LDS Inner City Project	Robert B. Hall	801-967-5466	https://icp.lds.org/	rvhall41@msn.com	6/1/10
C6 LDS Employment Resource Services	Bruce Ellis	801-240-7240	780 West 800 South, SLC, UT 84104	bruiserslc@gmail.com	10/17/17
C7 LDS Employment Resource Services : West Valley & Tooele	Lori Harding	801-988-4455	2994 South Glen Eagle Dr, WVC, UT 84128	loriharding@ldschurch.org	10/17/17
C8 LDS Employment Resource Services: West Valley & Tooele	Lori Harding	801-988-4455	2994 S. Glen Eagle Dr, WVC, UT 84128	wel-ec-tooele@ldschurch.org	10/17/17
C9 New Pilgrim Baptist Church	Elizabeth Needelman	801-969-4681	6196 South Redwood Rd, SLC UT 84123-5333	npilgm@aol.com	3/28/03

	Agency	Contact	Phone	Address	E-Mail	Date Entered
C10	ProductionHUB.com	Multiple contacts	407-629-4122	801 West Fairbanks Ave, Winter Park, FL 32789	classifieds@productionhub.com	2/2/05
C11	Project Coord, HIV/AIDS No. Utah Project	Mary Saenz Cervantez	801-393-4153	536 24th Street, Ste 2B, Ogden UT 84401	nuc24th@comcast.net	5/25/16
C12	Volunteers of America Youth Center	Erin McGuire	801-364-0744 x 115	888 South 400 West SLC, UT 84101	erin.McGuire@voaut.org	11/7/17
C13	Work Activity Center	Melissa Foulger	801-977-9779 x 133	1275 West 2320 South, WVC, UT 84119	mfoulger@hotmail.com	3/28/03
C14	HigherEdJobs	Staff	814-861-3080 x2	328 Innovation Blvd, Ste 235, State College, PA 16803	Posted through University of Utah portal by contract	10/30/18
C15	Salt Lake County Mayor Office of Diversity & Inclusion	Emerald Greene (intern; changes every year)	385-468-7036	2001 South State St N2100, SLC, UT 84190-3050	dintern@slco.org	1/17/19
C43	Other Sources not contacted by the station: e.g., Indeed, Glassdoor, tvjobs.com; Utah Alumni Career Services					5/15/18

Miscellaneous/School Districts

	Agency	Contact	Phone	Address	E-Mail	Date Entered
D5	Millcreek	Andrew Odoardi	801-520-6816	1377 Skyline Dr, SLC, UT 84108	andrewodoardi@mac.com	12/5/11
D6	Kearns	Enrique Ruiz	801-651-0475	5573 Mallow Ridge Cir, Kearns, UT 84118	eruizv@gmail.com	12/12/11
D7	Davis School District	Kay Lynn Schick	801-831-3012	9305 North River Rd, Elwood, UT 84337	kschick@icloud.com	3/11/13

APPENDIX B. Supplemental Outreach Activities

KUEN engages in supplementary outreach related to the FCC Menu Categories list below to broaden dissemination of employment opportunities with the station and information about careers in public media.

February 9, 2023

The Human Resources Analyst participated in the University of Utah's Utah Internship & Career Fair: Spring '23, where she shared information about station employment opportunities.

Multiple Dates

As a department of the University of Utah, KUEN was served by the University's Human Resources Recruitment Coordinator during the reporting period. This recruiter attended the following job fairs and advised KUEN's Human Resources Analyst of attendees who expressed interest in broadcasting generally or station opportunities:

- August 24, 2022—Utah Part-time and On-campus Job Fair: Fall '22 hosted by the University of Utah
- February 7, 2023—Utah Part-time and On-campus Job Fair: Spring '23 hosted by the University of Utah

June–August 2022

Several staff members participated in Leadership Essentials training provided by the National Educational Telecommunications Association (NETA). The program was designed to enable participants to acquire skills that could qualify them for higher level positions, and topics included Change Management, Respectful Confrontation, Leadership Growth in Action and Existential Leadership.

December 20, 2022

One UETN manager completed the six-session Public Media Diversity Leadership Initiative training through Fuhrman University.

March 7, 2023

The station's Media Services Associate Director presented alongside a journalism teacher at the Utah Coalition for Education Technology Conference for educators. The session included information about the PBS Student Reporting Labs and broadcast career mentorship opportunities available through KUEN.

May 5, 2023

The station's media producers presented to a class of students at Pleasant Grove High School about broadcasting careers and interview techniques.

May 9, 2023

UEN producers taught students at the Utah High School Film Festival, hosted at the University of Utah, about filmmaking techniques and careers in broadcasting.

May 18, 2023

Station staff conducted a tour of the Eccles Broadcast Center and podcast studio for students participating in the Utah College Media Alliance Future of Journalism Awards, a program for high school journalism students.

May 23, 2023

The station hosted a training on Inclusive Communication with topics including its importance, an introduction to universal design and plain language, and relevant tools and resources.

Multiple Dates

KUEN hosted internships to provide the next generation of broadcast media professionals the opportunity to gain valuable experience:

- August–December 2022 – One Media Production intern from Jordan High School
- November 2022–May 2023 – One Media Production intern from Cottonwood High School
- January–May 2023 – Two Marketing and Communication interns from the University of Utah

Multiple Dates

Station staff and management participated in the University of Utah's asynchronous online training "Respectful Culture." Topics included how to recognize abusive conduct and resolve abusive conduct reports.

Multiple Dates

Station staff and management participated in the University of Utah's asynchronous online training, "Firearms at the University of Utah." Topics included guidance for reporting weapons or the possibility of a weapon on campus.

Multiple Dates

UETN's Diversity, Equity and Inclusion Work Group hosted informal discussions for employees on June 15, 2022, September 27, 2022 and February 23, 2023 on topics related to race, ethnicity and disability.

FCC Menu Categories

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions
2. Hosting of at least one job fair
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities
4. Participation in at least four events, including conventions, career days, workshops and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment
6. Participation in job banks, internet programs and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies)
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions
9. Establishment of a mentoring program for station personnel
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities