

KUEN DIVERSITY HIRING GOALS AND GUIDELINES

This document outlines KUEN's Diversity Statement, Diversity Goals, Current Workforce, Current Governance, and Progress Toward Diversity Goals. It is designed to be a living document that is reviewed by station management at least once a year and is updated periodically. It was most recently reviewed and updated on **February 15, 2018**.

KUEN Diversity Statement

KUEN has adopted a diversity policy that describes our station's commitment to providing equal employment opportunities for all persons. The policy may be viewed on UEN's website at www.uen.org/ueninfo/guidelines/diversity. It is aligned with the University of Utah's diversity policy and adheres to requirements for the University of Utah's status as an Equal Opportunity Employer. The station's governing board reviews the policy each year. Most recently, the UETN Board reviewed and reaffirmed the policy on **April 21, 2017**.

Diversity Goals

KUEN has established the following Diversity Goals, which station management reviews annually:

- To recruit and train a diverse workforce that is representative of our service areas.
- To provide equal opportunity in employment.
- To provide education, programming, and services that support diversity in our community and service areas.
- To educate our management, staff, governing board and advisory councils in best practices for maintaining an inclusive and diverse environment.

To support these goals, KUEN tracks and reviews recruitment efforts and hosts trainings for station personnel and Board members. Recent trainings include the following:

- **April 13, 2017** – A managers' training on "Illegal Discrimination, Diversity, Sexual Harassment and the ADA," presented by the University of Utah's Equal Opportunity Office, discussed how and why to integrate best practices for diversity in hiring, recruitment, and management and ways to ensure our workplace is open to a variety of ideas, experiences, information, and respectful engagement.
- **February 14, 2017** – A staff training on "Document Accessibility," presented by Chris Green of the University Center for Disability and Access, covered the use of software tools to design documents for the visually impaired.
- **August 22, 2017** – A presentation to staff and managers on "Unconscious Bias and Owning Your Internal Culture," by Mary Anne Berzins from University Human Resources, gave insights into how managers and staff can be more attuned to differences.

Current Workforce

Table 1 uses data from KUEN's most recent Station Activities Benchmarking Survey/Station Activity Survey (SABS/SAS).

Table 1. KUEN Employees

	FT Employees	PT Employees
Male	79	1
Female	39	2
Minority	12	0
Disability	5	0

Current Governance

As part of the Utah Education and Telehealth Network (UETN), KUEN is governed by the UETN Board with separate Advisory Councils for the educational division, UEN, and telehealth division, UTN. Table 2 uses data from KUEN's most recent SABS/SAS.

According to Utah Code (53B-17-104) our **governing board** includes qualified individuals as follows:

- Four members representing the state system of higher education are appointed by the commissioner of higher education.
- Four members representing the state system of public education, including three members appointed by the State Board of Education, and one member representing the Utah State Office of education, are appointed by the state superintendent.
- One member representing applied technology centers is appointed by the president of the Utah College of Applied Technology.
- One member representing the state library is appointed by the state librarian.
- Two members represent hospitals (one rural, one urban).
- One member representing the office of the governor is appointed by the governor.

Table 2. KUEN Governance

	Board Members	UEN Advisory Council	UTN Advisory Council
Male	10	17	7
Female	2	8	6
Minority	0	0	3
Disability	0	0	0
Open Position	1	2	0

Progress Toward Diversity Goals

The percentage of KUEN female full time staff members increased from 33% in FY2016 to 41% in FY2017. The percentage of KUEN minority full time staff members remained the same at 9% in FY2016 through FY2017. The percentage of KUEN Board and Advisory Council positions occupied by women decreased from 35% in FY2016 to 32% in FY2017. The percentage of KUEN Board and Advisory Council positions occupied by minority members decreased from 7% in FY2016 to 6% in FY2017. The number of full time staff members with disabilities remained constant.