EEO Public Inspection File Report
South Carolina Educational Television Commission
1041 George Rogers Blvd., Columbia, SC 29201

Stations WRLK and WLTR (FM)
## RECRUITMENT SUMMARY FOR THOSE INTERVIEWED FOR POSITIONS FILLED
August 01, 2016 through July 31, 2017
Agency Title: ETV Agency Code H67

<table>
<thead>
<tr>
<th>Title</th>
<th>Date Posted</th>
<th>Date Hired</th>
<th>Recruitment Sources for Interviewees* Source for Hire</th>
<th>Total Interviewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multimedia Specialist</td>
<td>04/20/2016</td>
<td>08/02/2016</td>
<td>ETV WS (2); Other (2); [Other = Hire]</td>
<td>4</td>
</tr>
<tr>
<td>Assistant VP Engineering</td>
<td>02/26/2016</td>
<td>08/17/2016</td>
<td>Internal (4); [Internal = Hire]</td>
<td>4</td>
</tr>
<tr>
<td>Trades Specialist IV</td>
<td>07/08/2016</td>
<td>08/22/2016</td>
<td>SCSWS (1); Other (3); [Other = Hire]</td>
<td>4</td>
</tr>
<tr>
<td>Human Resources Specialist</td>
<td>07/15/2016</td>
<td>08/26/2016</td>
<td>SCSWS (4); [SCSWS = Hire]</td>
<td>4</td>
</tr>
<tr>
<td>Accountant/Fiscal Analyst I</td>
<td>07/15/2016</td>
<td>09/14/2016</td>
<td>SCSWS (5); Other (2); [SCSWS = Hire]</td>
<td>7</td>
</tr>
<tr>
<td>Radio Producer</td>
<td>08/11/2016</td>
<td>09/17/2016</td>
<td>Internal (2); OWS (2); SCSWS (1); [Internal = Hire]</td>
<td>5</td>
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<tr>
<td>TV Engineering Technician III</td>
<td>08/02/2016</td>
<td>09/19/2016</td>
<td>SCSWS (2); [SCSWS = Hire]</td>
<td>2</td>
</tr>
<tr>
<td>Accountant/Fiscal Analyst I</td>
<td>07/15/2016</td>
<td>09/19/2016</td>
<td>SCSWS (5); Other (1); [SCSWS = Hire]</td>
<td>6</td>
</tr>
<tr>
<td>Radio Producer</td>
<td>08/19/2016</td>
<td>10/03/2016</td>
<td>OWS (5); Internal (2); Other (1); [OWS = Hire]</td>
<td>8</td>
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<tr>
<td>Engineering Maintenance Technician III</td>
<td>10/12/2015</td>
<td>11/02/2016</td>
<td>SCSWS (3); DEW (1); Internal (1); OWS (1); [SCSWS = Hire]</td>
<td>6</td>
</tr>
<tr>
<td>Radio Producer</td>
<td>09/22/2016</td>
<td>11/09/2016</td>
<td>Media (1); OWS (1); SCSWS (1); Other (1); [OWS = Hire]</td>
<td>4</td>
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<tr>
<td>Production Assistant</td>
<td>10/07/2016</td>
<td>11/21/2016</td>
<td>SCSWS (2); DEW (1); [SCSWS = Hire]</td>
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<tr>
<td>IT Security Specialist/Analyst I</td>
<td>09/16/2016</td>
<td>12/12/2016</td>
<td>SCSWS (2); Other (1); [SCSWS = Hire]</td>
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<tr>
<td>Associate Producer/Director</td>
<td>10/28/2016</td>
<td>12/13/2016</td>
<td>Other (3); ETVWS (1); OWS (2); SCBA (1); [OWS = Hire]</td>
<td>7</td>
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<tr>
<td>Trades Specialist IV</td>
<td>09/23/2016</td>
<td>01/03/2017</td>
<td>SCSWS (1); Other (1); [Other = Hire]</td>
<td>2</td>
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<tr>
<td>Advanced Producer/Reporter</td>
<td>08/05/2016</td>
<td>01/03/2017</td>
<td>Other (3); ETVWS (1); [ETVWS = Hire]</td>
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<tr>
<td>Assistant Director of Operations &amp; Content</td>
<td>11/11/2016</td>
<td>01/04/2017</td>
<td>Other (1); Internal (1); [Internal = Hire]</td>
<td>2</td>
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<tr>
<td>VP of Engineering and Technology</td>
<td>11/11/2016</td>
<td>03/13/2017</td>
<td>Other (3); SCSWS (1); [SCSWS = Hire]</td>
<td>4</td>
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<tr>
<td>Web/Member Services Coordinator</td>
<td>11/29/2016</td>
<td>03/21/2017</td>
<td>DEW (1); SCSWS (2); SCBA (1); [SCSWS = Hire]</td>
<td>4</td>
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<tr>
<td>Microwave Technician</td>
<td>01/18/2017</td>
<td>04/17/2017</td>
<td>DEW (3); SCSWS (1); [DEW = Hire]</td>
<td>4</td>
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<tr>
<td>Event Coordinator</td>
<td>01/27/2017</td>
<td>04/17/2017</td>
<td>Other (4); DEW (2); ETVWS (1); [Other = Hire]</td>
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<tr>
<td>Production Assistant</td>
<td>04/10/2017</td>
<td>05/29/2017</td>
<td>Other (3); [Other = Hire]</td>
<td>3</td>
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<tr>
<td>Manager of Transmissions Operations</td>
<td>09/02/2016</td>
<td>07/27/2017</td>
<td>Other (2); ETVWS (2); Internal (1); [Internal = Hire]</td>
<td>5</td>
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<tr>
<td>Multimedia Production Assistant</td>
<td>05/17/2019</td>
<td>07/17/2017</td>
<td>Other (4); Internal (1); SCSWS (1); [Internal = Hire]</td>
<td>6</td>
</tr>
</tbody>
</table>

Note: Counts of persons interviewed includes the person hired.

^ See attached list of Recruitment Source abbreviations and additional information

* The attached Referral Source mailing list is also notified in recruitment for indicated positions
Long Term Recruitment Initiatives for the Period August 1, 2016 to July 31, 2017

Please note that this report includes descriptions of the long-term initiatives completed for the period ending July 31, 2017, in order to demonstrate compliance with the initiative requirements of the FCC’s rules.

Educational Television Network/ Educational Radio Network (hereafter referred to as ETV/ERN) is served by a Human Resources office and recruiting unit located in the central headquarters in Columbia. Managers in the regional radio and television stations, all of which have less than five employees, are involved in recruitment/employment activities for their individual stations and where appropriate, general recruitment efforts for the agency as a whole. The agency has undertaken the following initiatives to ensure outreach to the community and its diverse constituents:

Internship Programs

- ETV has an ongoing non-paid internship program for students of Universities and Colleges in the state and provides community service opportunities to local high school students. Eight students participated during the reporting period.

- ETV has a paid endowment internship each summer; seven college students participated during this reporting period in television or radio departments.

Agency Training to Management Level Personnel on methods of ensuring EEO and Preventing Discrimination

- In June, 2017, employees were provided a Diversity Training Program. Twenty-six employees attended the Diversity workshop.

Participation in Events/Job Fairs

- ETV participated in two University of South Carolina Job Fairs on November 1, 2016 and on January 18, 2017.

Participation in community events such as career days, workshops and similar activities

- ETV routinely provides shadowing opportunities for interested grade school students. We had five local students participate.

- Staff represented ETV at ten Career Day/Mentor events throughout the state.

- A number of ETV employees have participated in the DLI (Diversity Leaders Initiative), which is part of its Diversity Recruitment Consortium, and a project of Furman University, in the Spring Midlands class. Employees worked with a diverse team of DLI participants to create a public service project in the Midlands community that explores diversity and promotes team work.
• Ken DeBerry took ETV’s remote production truck in June, 2017, to Lexington/Richland District Five’s GEM Camp at the Center for Advanced Technical Studies. The truck was set up alongside a mock production so groups of students could see and get their hands on the inner-workings of a television production done on location. Students attending the camp explored various career topics including media technology.

**Other activities that further the goal of increasing ETV and job awareness**

• ETV distributes job listings to approximately 50 diverse local and national organizations/websites and an additional two persons via traditional mail and email.

• ETV’s central headquarters in Columbia gave 25 tours of the facility to various groups, which also included students from area schools, state and county agencies, churches and community groups. Approximately 495 students, community leaders and senior citizens visited ETV during these tours.

• ETV’s Upstate Facility gave 8 tours to approximately 30 college students.

• ETV’s Carolinas Facility, with the assistance of ETV Sumter’s Operations Manager, gave a tour to 8 high school journalism students, along with their teacher. Students toured the studio and control room and were shown the editing suite with a voiceover demonstration.

• ETV’s Beaufort Facility gave 14 tours to various groups, which included community organizations and community leaders.

• ETV annually reports minority-hiring statistics to the South Carolina State Human Affairs Commission, and as such, has an Affirmative Action Plan and goals for minority recruitment.

• ETV, in accordance with FCC and State Human Affairs Commission requirements, maintains reportable data on employment activities.

• ETV K-12 Career Education resources have been created to enhance the career guidance and counseling efforts in grades K-12. The resources are provided to assist with career awareness, career exploration, and career preparation of students with the objective of facilitating a successful transition into post-secondary opportunities and the 21st century global workplace. The videos have been culled and vetted by SDE, and revamped to be mobile accessible.

  The resources are located on [Knowitall.org](http://Knowitall.org) and within ETV’s StreamlineSC.

• Covered positions are posted on the State of SC Agency Website to which ETV’s home page is linked.

• ETV advertised a request for community groups to become members of its job opening distribution list and identified the agency as an Equal Opportunity Employer on its television stations 535 times during the period of August 1, 2016 through July 31, 2017. ETV also runs Radio spots daily (365) which define the organization as an equal opportunity employer and request community groups to become members of its job opening distribution list.
### Recruitment

#### Recruitment Type Abbreviation

- College Recruitment --Coll
- SC Department of Employment and Workforce --DEW
- Field Recruitment --Field
- High School Recruitment --HS
- Internal Posting --IP
- Newspaper Advertisement News--NAN
- Other --Other
- Other State Agency --OSA
- Other Web Site OWS --(List of Referral Organizations on Site)
- Radio Advertisement-- Radio
- Recommended by State Employee-- Emp
- SC Broadcasters Association --SCBA
- SC ETV Web Site --ETVWS
- State Web Site --SCSWS
- SC ETV Endowment-End
- Tech School Recruitment --Tech
- Television Advertisement --TV
- Trade Journal Advertisement --Journ
- Univ. of South Carolina --USC
- Unsolicited Application --Unsol
*Job Referral Sources Who Receive Email and/or Mail Job Postings, or Have Jobs Entered on Their Sites from ETV*

Aiken Technical College  
One Stop Career Center  
P.O. Drawer 696  
Aiken, SC 29802-0696  
Bus: (803) 593-9231 ext. 1293  
E-mail: placement@atc.edu

Anderson College  
316 Boulevard  
Anderson, SC 29621  
Bus: (864) 231-2075  
E-mail: bhanley@ac.edu

Army Community Service  
Bus: (803) 751-5452  
E-mail: Barbara.Martin@us.army.mil

Benedict College  
1600 Harden Street  
Columbia, SC 29204  
Bus: (803) 806-3212  
E-mail: johnsons@benedict.edu

Charleston Southern University  
Career Planning & Student Employment  
P.O. Box 118087  
Charleston, SC 29423-8087  
Bus: (843) 863-8020  
E-mail: cpse@csuniv.edu

Claflin University  
Carolyn R. Snell, Director of Career Development  
700 College Avenue  
Orangeburg, SC 29115  
Bus: (803) 535-5338  
E-mail: csnell@claflin.edu  
Howard Jackson, Coordinator of Special Programs  
Bus: (803) 535-5631  
E-mail: howard.jackson@claflin.edu
Coker College
Director of Campus Life
College Avenue
Hartsville, SC 29550
Bus: (843) 383-8035
E-mail: jnere@coker.edu

College of Charleston
Graduate School
66 George Street
Randolph Hall 310
Charleston, SC 29424
Bus: (843) 953-5614
E-mail: gradstud@cofc.edu

Columbia International University
P.O. Box 3122
Columbia, SC 29230
Bus: (803) 735-8343 ext. 3076
E-mail: sbryant@ciu.edu

Columbia Urban League
P.O. Box 50125
Columbia, SC 29250
Bus: (803) 799-8150
E-mail: cmcdonald@columbiaurbanleague.org

Converse College
580 East Main Street
Spartanburg, SC 29302
Bus: (864) 596-9027
E-mail: careerservices@converse.edu

Erskine College
1 Depot Street
Due West, SC 29639
Bus: (864) 379-8793/(864)379-8725
E-mail: payne@erskine.edu

Newberry College
2100 College Street
Newberry, SC 29108
Bus: (803) 321-5149
E-mail: Mariah.gaughan@newberry.edu
Francis Marion University  
P.O. Box 100547  
Florence, SC 29501  
Bus: (843) 661-1676  
E-mail: jsmith@fmarion.edu

Furman University  
3300 Poinsett Hwy.  
Greenville, SC 29613  
Bus: (864) 294-2106  
E-mail: career.services@furman.edu

Greater Columbia Community Relations Council  
P.O. Box 1360  
Columbia, SC 29202  
Bus: (803) 733-1130  
E-mail: crcsupport1@comrelations.org

Horry-Georgetown Technical College  
2050 Hwy. 501 E.  
Conway, SC 29526  
Bus: (843) 349-7813  
E-mail: careerresourcescenter@hgtc.edu

KPLC TV  
Veronica Bilbo  
E-mail: vbilbo@kplctv.com

Lander University  
320 Stanley Avenue  
Greenwood, SC 29649  
Bus: (864) 388-8243  
E-mail: asmorgan@lander.edu

Morris College Career Services Center  
Box 1072, 100 West College Street Brawley-Starks Building,  
Rooms 209-210  
Sumter, SC 29150  
Bus: (803) 934-3191 or (803) 934-3192  
E-mail: jclayton@morris.edu

National Association of Black Colleges  
P.O. Box 3191  
Atlanta, GA 30302  
Bus: (404) 532-6136  
E-mail: lojelks@aol.com
National Association of Hispanic Journalists
E-mail: kolivas@nahj.org

North Greenville College
2100 College Street
Tigerville, SC 29688
Bus: (864) 977-7137
E-mail: lahagin@ngc.edu

Northeastern Technical College
Career Center
P.O. Drawer 1007
Ingram Hall, Building 300
Cheraw, SC 29520
E-mail: lpeterkin@netc.edu

Orangeburg Calhoun Technical College
3250 St. Matthews Road
Orangeburg, SC 29118-8299
Bus: (803) 536-1373
E-mail: wrc@octech.edu

Piedmont Technical College
P.O. Box 1467
Greenwood, SC 29648
E-mail: rosenbaum.d@ptc.edu
Bus: (864) 941-8377

Presbyterian College
503 South Broad Street
Clinton, SC 29325
Bus: (864) 833-8380
E-mail: aalong@mail.presby.edu

SC Dept of Employment & Workforce
P.O. Box 567
700 Taylor Street
Columbia, SC 29202
jguyton@dew.sc.gov

SC Broadcasters Association
One Harbison Way Suite 112
Columbia, SC 29210
Bus: (803) 732-1186
E-mail: scba@scba.net
SC Human Affairs Commission
2611 Forest Drive, Suite 200
Columbia, SC 29204
Bus: (803) 737-7809
E-mail: lgdean@schac.sc.us

SC Legislative Black Caucus
207 Soloman Blatt Building
Columbia, SC 29211
E-mail: director@sclbc.com

South Asian Journalists Association
E-mail: saja@columbia.edu

South Carolina ETV (website and internal postings)
1041 George Rogers Boulevard
Columbia, SC 29201-4761
Bus: (803) 737-3200
www.scetv.org

South Carolina State University
Career Services
601 MLK Jr. Avenue
Post Office Box 7068 Orangeburg, SC 29117
Bus: (803) 536-7033
E-mail: careercenter@scsu.edu

Southern Wesleyan University
Central, SC 29630
Bus: (864) 644-5133
E-mail: jcarter@swu.edu

Spartanburg Technical College
P.O. Box 4386
Spartanburg, SC 29305
Bus: (864) 591-3820
E-mail: mckinziek@stcsc.edu

State of South Carolina Job Web Site
(Job listing from all SC state agencies)
www.state.sc.us/jobs

WLOX
Wilma Peters
E-mail: wpeters@wlox.com
Tri-County Technical College
P.O. Box 587
Highway 76
Pendleton, SC 29670
Bus: (864) 646-1577
E-mail: bwiley@tctc.edu

USC Career Center
6th Floor, Close Building
Columbia, SC 29208
Bus: (803) 777-7994
E-mail: june@sc.edu

USC - Salkahatchie
P.O. Box 617
Allendale, SC 29810
Bus: (803) 584-3446 ext. 116
E-mail: pattyw@gwm.sc.edu

WNSC-TV
P.O. Box 11766
Rock Hill, SC 29731
Bus: (803) 324-3184

WRET-TV
P.O. Box 4069
Spartanburg, SC 29305-4069
Bus: (864) 503-9371

WRJA-TV
18 N. Harvin Street
Sumter, SC 29150
Bus: (803) 773-5546

York Technical College
452 South Anderson Road
Rock Hill, SC 29730
Bus: (803) 327-8052
E-mail: bdarby@yorktech.edu
Two Private Citizens receive mailed postings

This list was reviewed in winter 2014 to review individuals and groups who had requested receipt of postings and their continued interest and contact methodology.