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, 2015 through July 31, 2016  
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*</th>
<th>Total Interviewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radio Producer</td>
<td>07/23/2015</td>
<td>09/08/2015</td>
<td>ETVWS (1) SCWS (1) Other (1) Hire (Other)</td>
<td>3</td>
</tr>
<tr>
<td>Web/Member Services Coordinator</td>
<td>07/10/2015</td>
<td>09/17/2015</td>
<td>ETVWS (1) Other (2) Hire (Other)</td>
<td>3</td>
</tr>
<tr>
<td>Audience Information Manager</td>
<td>08/19/2015</td>
<td>09/23/2015</td>
<td>ETVWS (1) SCWS (2) Other (1) Hire (Other)</td>
<td>4</td>
</tr>
<tr>
<td>Lower State Underwriting Sales Representative</td>
<td>05/01/2015</td>
<td>12/02/2015</td>
<td>SCWS (1), OWS (1) SCBA (1) Other (4) Hire (Other)</td>
<td>7</td>
</tr>
<tr>
<td>IT/TowerNet Security Manager</td>
<td>11/05/2015</td>
<td>01/02/2016</td>
<td>SCWS (1) Internal (1) Hire (SCWS)</td>
<td>2</td>
</tr>
<tr>
<td>Multimedia Producer</td>
<td>09/17/2015</td>
<td>01/02/2016</td>
<td>ETVWS (1) SCWS (3) OWS (1) Internal (3) Hire (Internal)</td>
<td>8</td>
</tr>
<tr>
<td>IT/TowerNet Security Specialist</td>
<td>11/05/2015</td>
<td>01/17/2016</td>
<td>Internal (1) Hire (Internal)</td>
<td>1</td>
</tr>
<tr>
<td>Director of Administrative Services</td>
<td>11/05/2015</td>
<td>01/19/2016</td>
<td>SCWS (3) Other (1) Hire (SCWS)</td>
<td>4</td>
</tr>
<tr>
<td>Advanced Producer/Director</td>
<td>08/20/2015</td>
<td>02/08/2016</td>
<td>ETVWS (1) SCWS (1) OWS (1) Other (1) Hire (OWS)</td>
<td>4</td>
</tr>
<tr>
<td>Reporter</td>
<td>01/28/2016</td>
<td>02/23/2016</td>
<td>DEW (1) SCWS (2) SCBA (1) Other (2) Hire (SCBA)</td>
<td>6</td>
</tr>
<tr>
<td>Production Assistant</td>
<td>1/28/2016</td>
<td>02/23/2016</td>
<td>DEW (1) ETVWS (1) SCWS (1) Media (1) Internal (1) Other (1) Hire (Other)</td>
<td>6</td>
</tr>
<tr>
<td>Production Assistant</td>
<td>01/28/2016</td>
<td>02/23/2016</td>
<td>DEW (1) ETVWS (1) SCWS (1) Media (1) Internal (1) Other (1) Hire (Other)</td>
<td>6</td>
</tr>
<tr>
<td>Charleston Multimedia Reporter</td>
<td>12/18/15</td>
<td>03/15/2016</td>
<td>DEW (1) SCWS (3) Internal (1) Other (4) Hire (Other)</td>
<td>9</td>
</tr>
<tr>
<td>TV Engineering Techn III</td>
<td>07/27/2015</td>
<td>03/17/2016</td>
<td>DEW (1) SCWS (2) Other (3) Hire (SCWS)</td>
<td>6</td>
</tr>
<tr>
<td>Director of Finance and Procurement</td>
<td>03/03/2016</td>
<td>04/18/2016</td>
<td>SCWS (2) Other (2) Hire (Other)</td>
<td>4</td>
</tr>
<tr>
<td>Radio Producer</td>
<td>02/26/2016</td>
<td>04/14/2016</td>
<td>DEW (2) OWS (1) Hire (Other)</td>
<td>3</td>
</tr>
<tr>
<td>Field Engineer</td>
<td>02/12/2016</td>
<td>5/2/2016</td>
<td>OWS (1) SCBA (1) Internal (1) Other (2) Hire (Internal)</td>
<td>5</td>
</tr>
<tr>
<td>Field Engineer</td>
<td>02/12/2016</td>
<td>5/2/2016</td>
<td>ETVWS (1) SCWS (2) Other (4) Hire (ETVWS)</td>
<td>7</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>5/2/2016</td>
<td></td>
<td>DEW (1) SCWS (3) Other (1) Hire (DEW)</td>
<td>4</td>
</tr>
<tr>
<td>Multimedia Specialist/Talent</td>
<td>02/24/2016</td>
<td>5/23/2016</td>
<td>DEW (1) SCWS (3) OWS (2) Internal (2) Other (2) Hire (Other)</td>
<td>10</td>
</tr>
<tr>
<td>Multimedia Specialist</td>
<td>01/22/2016</td>
<td>5/23/2016</td>
<td>ETVWS (1) SCWS (2) Other (3) Hire (Other)</td>
<td>6</td>
</tr>
<tr>
<td>Digital Media Analyst/Content Specialist</td>
<td>04/21/2016</td>
<td>6/21/2016</td>
<td>Internal (1) Other (2) Hire (Internal)</td>
<td>3</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
### RECRUITMENT SUMMARY FOR THOSE INTERVIEWED FOR POSITIONS FILLED (Cont'd)
August 01, 2015 through July 31, 2016
Agency Title: ETV Agency Code H67

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<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>IT Consultant I</td>
<td>04/22/2016</td>
<td>07/18/2016</td>
<td>SCSWS (3) Other (1) Hire (SCSWS)</td>
<td>4</td>
</tr>
<tr>
<td>Charleston Underwriting Sales Representative</td>
<td>02/16/2016</td>
<td>07/18/2016</td>
<td>OWS (2) Other (4) Hire (Other)</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, 2015 to July 31, 2016

Please note that this report includes descriptions of the long-term initiatives completed for the period ending July 31, 2016, 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. Eleven 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 May, 2016 and June, 2016, employees with direct supervisory responsibility were provided a Diversity Training Program. All agency supervisors attended the Diversity workshop.

Participation in Events/Job Fairs

- ETV participated in two University of South Carolina Job Fairs on September 22, 2015 and on January 27, 2016.

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

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

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

- Aimee Crouch participated in the DLI (Diversity Leaders Initiative), a project of Furman University, in the Spring Midlands class. She 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. ETV has sent six employees to participate in the initiative, and is part of its Diversity Recruitment Consortium.
- Ken DeBerry consulted with a Midlands middle school on the use of their broadcast technology equipment; held the position as President of the curriculum committee for the TV and Film Production courses at Lexington/Richland 5’s Center for Advanced Technical Studies during the 2015-16 school year; and judged for statewide Skills USA TV and radio production competition in Greenville in April, 2016.

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

- ETV distributes job listings to approximately 45 diverse local and national organizations/websites and an additional two persons via traditional mail and email.

- ETV gave 28 tours of ETV facilities to various groups, which also included students from area schools, state and county agencies, churches and community groups. Approximately 360 students, community leaders and senior citizens visited ETV during these tours.

- 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 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 210 times during the period of August 1, 2015 through July 31, 2016. 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: ismith@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 1380
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: lhaggin@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@plt.edu
Bus: (864) 941-8377

Presbyterian College
503 South Broad Street
Clinton, SC 29325
Bus: (864) 833-8380
E-mail: aaalong@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
Williamsburg Technical College
Kingstree, SC 29556
Bus: (843) 355-4162
E-mail: lynch@wiotech.edu

Wofford College
429 North Church Street
Spartanburg, SC 29303-3663
Bus: (864) 597-4260
E-mail: vippemanks@wofford.edu

WALB
Don Norman
E-mail: don.norman@walb.com

College of Charleston
Office of Career Services
66 George Street
Charleston, SC 29424
Bus: (843) 953-5674
E-mail: careercenter@cofc.edu

Midlands Technical College
PO Box 2408
Columbia, SC 29202
E-mail: walker@midlandstechnology.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.