

2019 ANNUAL EEO PUBLIC FILE REPORT

FLORIDA STATE UNIVERSITY

1600 Red Barber Plaza
Tallahassee, FL 32310

Period Covered by this Report ("Period"): October 1, 2018 through September 20, 2019

Call signs of stations comprising the reporting Station Employment Unit:

WFSU-FM, WFSQ, WFSW, WFSL, WFSU-TV, WFSG

Florida State University is an Equal Opportunity Employer

ADVERTISED POSITION INFORMATION

Starting January 2015, all postings advertised on FSU's employment website will also be advertised on Inside Higher Ed and INSIGHT Into Diversity websites. Jobs posted on the FSU Website are also automatically posted on standard job search engines, such as Indeed, Zip Recruiter, SimplyHired, Monster, etc.

Position #	Job Title	Date Filled	Number of Interviews	Location	Recruitment Sources Used	Source used by Hire
63366	News & Public Affairs Specialist	6/15/2018	4	WFSU FM/WFSU TV	*FSU Website*CPB*	FSU Website
63365	News & Public Affairs Specialist	11/29/2018	4	WFSU FM/WFSU TV	*FSU Website*CPB*	FSU Website
44321	Chief Financial Officer	12/7/2018	4	WFSU FM/WFSU TV	*FSU Website*	FSU Website
OPS	Assistant Web Developer	Pulled	9	WFSU FM/WFSU TV	*FSU Website*	FSU Website
44064	Major Gifts & Project Manager	12/14/2018	6	WFSU FM/WFSU TV	*FSU Website*	FSU Website
OPS	Graphics/Typist	12/18/2018 2 candidates hired	3	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*Word of Mouth*	FSU Website, Indeed
OPS	Web Archivist	12/18/2018	1	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*Word of Mouth*	Indeed
OPS	Production Specialist Pool	1/7/2019	2	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*Word of Mouth*	Indeed
62130	Administrative Specialist	1/11/2019	10	WFSU FM/WFSU TV	*FSU Website*	FSU Website
OPS	TFC Newsroom Internship	2/22/2019	2	WFSU Florida Channel	*FSU Website* Word of Mouth*	FSU Website
61935	Executive Director Florida Channel	3/1/2019	3	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* CPB*	FSU Website

61147	Senior Producer/ Reporter (Broadcast Specialist)	3/4/2019	1	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*TFC Webpage*	Word of Mouth
61941	Lead Graphics Designer	3/4/2019	3	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*TFC Webpage*	FSU Website
70232	Remote Events Crew Member/Director	4/5/2019	2	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*Word of Mouth*	FSU Website
61454	Remote Events Crew Member/Director (Broadcast Technician)	4/12/2019	2	WFSU Florida Channel	*FSU Website*Tallahassee Democrat*The Job Network* TV Jobs*Journalism Jobs* Twitter*Facebook*Word of Mouth*	Word of Mouth
61447	Videographer	4/19/2019	3	WFSU Florida Channel	*FSU Website*Word of Mouth*	FSU Website
OPS	Education Assistant	5/6/2019	3	WFSU Education	*FSU Website*	FSU Website
62130	Administrative Specialist	7/1/2019	3	WFSU Administration	*FSU Website*	FSU Website
61298	Broadcast Engineer	8/23/2019	3	WFSU Satellite Operations Center	*FSU Website*	FSU Website
61948	Membership Coordinator	8/30/2019	5	WFSU Membership	*FSU Website*	FSU Website
63215	Senior Producer/All Things Considered Host	9/6/2019	4	WFSU FM News	*FSU Website*Journalism Jobs*CPB*	FSU Website
53167	Education & Engagement Coordinator	9/6/2019	5	WFSU Education	*FSU Website*	FSU Website
57019	Program Associate	9/13/2019	9	WFSU Administration	*FSU Website*	FSU Website

Total number of interviewees for all full-time vacancies filled during the reporting period: 91

Total number of interviewees referred from each source during period:

Recruitment Source	Contact Name	Address	Phone	# Interviewees Referred
Career Builder	Melanie Davis mdavis10@gannett.com www.careerbuilder.com	200 N. LaSalle Street Suite # 1100 Chicago, IL 60601	(888) 987-2826	0
Florida State University (FSU) Employment Website	Recruiter: Ivette Claudio jobs@fsu.edu www.jobs.fsu.edu	282 Champions Way UCA -6200 Tallahassee, FL 32306	(850) 644-7708	53
LinkedIn	www.linkedin.com	2029 Stierlin Court Mountain View, CA 94043	(650) 687-3600	0
Facebook	www.facebook.com	N/A	N/A	0
Twitter	www.twitter.com	N/A	N/A	0
Current	Dave Kramer advertising@current.org www.jobs.current.org	6930 Carroll Avenue Suite 625 Takoma Park, MD 20912	(301) 270 7240 ext. 35	0
National Educational Telecommunications Association (NETA)	Maryanne Schuessler mschuessler@netaonline.org www.netaonline.org	939 South Stadium Road Columbia, SC 29201	(803) 978 1579	0
Society of Broadcast Engineers (SBE)	www.sbe.org	9102 North Meridian Street Suite 150 Indianapolis, IN 46260	(317) 846-9000	0
TV News Check & Net News Check	Patty Hersh phersh@newscheckmedia.com www.tvnewscheck.com www.netnewscheck.com	24 West Lancaster Avenue Armored, PA 19003	(610) 420-6003	0
Broadcasting & Cable Magazine	clientserv@yourmembership.com www.broadcastingcable.com	28 East 28th Street New York, NY 10016	(860) 437-5700	0
Inside Higher Ed	www.insidehighered.com	1015 18th Street NW Suite 1100 Washington DC, 20036	(202) 659-9208	0
Greater Public	www.greaterpublic.org	401 North 3rd Street Suite 370 Minneapolis, MN 55401	(888) 454-2314	0
Insight into Diversity	www.insightintodiversity.com	11132 South Towne Square Suite 203 St. Louis, Missouri 63123	(314) 200-9955	0
Tallahassee Democrat	Melanie Davis mdavis10@gannett.com www.tallahassee.com	277 North Magnolia Drive Tallahassee, FL 32301	(888) 987-2826	0
TVJOBS	info@tvjobs.com www.tvjobs.com	Broadcast Employment Services P.O. Box 4116 Oceanside, CA 92052	(800) 374-0119	0
WFSU	www.wfsu.org	1600 Red Barber Plaza Tallahassee, FL 32310	(850) 645-7200	0
The Florida Channel	www.thefloridachannel.org	402 S Monroe Street Tallahassee, FL 32399	(850) 488-1281	0
Corporation for Public Broadcasting (CPB)	www.cpb.org/jobline	401 Ninth Street Washington, DC 20004	(202) 879-9600	5
Public Media Business Association (PMBA)	www.pmbaonline.org	7918 Jones Branch Drive Suite 300 McLean, VA 22102	(703) 506-3292	0
Association of Government Accountants (AGA)- Email ListServ	tallahasseeaga@gmail.com	N/A	N/A	0
UBA SharePoint Site/Email Announcements	Joshua Miller jmmiller2@fsu.edu www.uba.fsu.edu	282 Champions Way UCC-5503 Tallahassee, FL 32306	(850) 644-2825	0
Indeed	www.indeed.com	7501 N. Capital of Texas Highway Bldg B. Austin, TX 78731	N/A	26
Word of Mouth	N/A	N/A	N/A	7

Total = 91

**WFSU PUBLIC MEDIA OUTREACH ACTIVITIES
DURING THE PERIOD: October 1, 2018-September 20, 2019**

Initiative Title: Internship/Externship and Student Participant Programs

Initiative Description: WFSU Public Media has had a very successful Internship/Externship Program in place for several years. This program provides students/volunteers the opportunity for hands-on experience in all areas of the broadcasting field, such as production, promotion, talent, news and community outreach. WFSU's internship/externship programs can occur at any time throughout the academic year and typically range from high school to college students who are from local area schools and surrounding Universities. WFSU remains very committed to the success of this program year after year. The station makes it a top priority to foster a safe and welcoming environment for all students and volunteers who participate in these programs. The overall mission is to provide students/volunteers with an opportunity to learn valuable tools that they can utilize in their future careers, build beneficial connections with the station's staff, and have a meaningful experience during their time spent at WFSU.

- The WFSU Television Production Department offers internships primarily to students who have an interest in Media/Film Production or Communications Studies. During this reporting period, the production department had 15 interns/student volunteers. The WFSU Education & Community Outreach Department also offers internships to students who are interested primarily in Early Childhood Education. During this reporting period, the Education Department had 12 interns/student volunteers. In addition, WFSU employs many FSU students throughout the academic year to work on a paid hourly basis in various departments at the station; these students typically work in positions that fall in line with their interests and/or academic studies.
- In the summer of 2019, for the fourth year in a row, WFSU Public Media and Florida State University (FSU), partnered with the City of Tallahassee to participate in the *Tallahassee Future Leaders Academy (TFLA)* program. The TFLA program is a summer youth employment opportunity that provides community youth ranging from the ages 15 to 20 years old, with an opportunity to gain hands on work experience in the workplace as well as professional development training. The internship is six weeks long with a commitment of twenty to thirty hours per week, at the minimum wage pay rate. The aim of the program is to help build professional skills, interpersonal skills, self-esteem, and self-confidence for the participating youth members. This year, WFSU was honored to be one of ten departments selected by FSU's Office of Human Resources, to receive University funding for hosting an intern. Participating in this program was a wonderful opportunity for WFSU to invest back into the local community youth by helping to build their professional skills for use in their future careers!
- The WFSU-FM News Room had 17 interns/student volunteers during this reporting period. These interns are primarily students from Florida A&M University and other surrounding colleges with an interest/major in the Journalism field. During their internship, they have the opportunity to work directly with the Radio news team, gaining hands on reporting experience and great exposure to the field.
- The Florida Channel internship initiative: A student from Florida A&M University shadowed the newsroom staff on February 20, 2019.
- 411 Teen is a weekly program produced by WFSU-FM and hosted by Dr. Liz Holifield, who is a professor at Florida A&M University. Each week students from local area high schools serve as guest(s) on the program and address important topics that have a profound effect on teenagers. Dr. Liz Holifield and the students who participate in the program are all volunteers of WFSU.

- University Update is produced by WFSU-TV and telecast on cable channel 4fsu. It is a series of weekly two to three minute segments concentrating on three to four areas of FSU campus events (Weekday/Weekend events, Sporting events, and ASLC Movies). The students audition each spring and fall for the semester-long positions. From the auditions, six to eight students are selected to write and host the segments. The students selected to host University Update, both past and present hosts, are eligible to participate in other segments for 4fsu such as hosting Florida Statements (a 5-minute interview segment about activities and events happening on FSU's Campus) and additional promotional spots for 4fsu. Up to approximately forty students audition each semester for the University Update and Florida Statements student volunteer positions.

Initiative Title: Facility Tours

Initiative Description: WFSU's facilities located at Red Barber Plaza and on the ninth floor of the State Capitol Building are open for tours during normal business hours and are available for individuals or as small/large groups. At the Red Barber facility, visitors are introduced to the beautiful Kirk Collection consisting of nearly 300 antique radios, record players, music boxes and televisions. Visitors receive a tour of the collection where they will learn all about the history of Radio/Television in America. Next, they receive a tour of the radio and television studios where they will get a "behind the scenes" look at where all the action happens. Groups of children who participate in the tours will get a fun, sneak peek of what it feels like to be on television by practicing in front of the "green" screen and then watching the recording of themselves.

At the State Capitol facility, visitors can tour the Florida Channel location on the ninth floor of the building and take an inside look at the television production studios. During the tour, they have the opportunity to learn about the various programming produced by The Florida Channel for the enrichment of viewers- such as Gavel-to-Gavel, Capitol Update, and Florida Crossroads. At both facilities, visitors are introduced to the types of production equipment used, personnel needed for operations, and the vast array of programming produced by WFSU-TV/FM/The Florida Channel. The station's tours provide visitors with a special "behind the scenes" view of the broadcast facility at work.

During this reporting period, 13 tours occurred at the WFSU-TV/FM facility (located at Red Barber Plaza) including:

- Dec 14th, 2018 – Tour given to a group of 52 students and 8 adults from Crossroad Academy
- Dec 14th, 2018 – Tour given to a group of 15 high school students and 2 adults from Ability1st
- March 8th, 2019 – Tour given to 35 visitors from the Osher Lifelong Learning Institute (OLLI)
- Jun 21st and July 19th, 2019 – Tours given as a part of our Education Department's Summer Challenge

During this reporting period, the following tours occurred at the Florida Channel's facility (located at the State Capitol Building):

- February 21st, 2019 – Tours given to two different groups from Representative Sprawl's Youth in Government
- A number of impromptu tours were given during the legislative session (January – March).

Initiative Title: Job/Career Fairs

Initiative Description: Florida State University's Office of Human Resources participates in job/career fairs throughout the year. During the fairs, job seekers and attendees learn about employment opportunities available, receive job descriptions and learn how to access the online application portal through FSU's job board.

During this reporting period, FSU's Office of Human Resources participated in the following job/career fairs:

- January 14, 2019- Part Time Job Fair held at the FSU Oglesby Union
- January 18, 2019- CareerSource Job Fair & Connections CR held at the FSU Atrium Building
- January 23 2019- STEM Fair at the College of Engineering
- January 25, 2019- Spring Seminole Futures held at the Donald Tucker Civic Center
- March 29, 2019- FSU Government & Social Services Career Fair held at the FSU Oglesby Union
- August 29, 2019- Part Time Job Fair held at the FSU Oglesby Union
- September 19, 2019- Seminole Futures Career Fair at the Donald Tucker Center

Initiative Title: Volunteer Participation & Recruitment

Initiative Description: Throughout the year, hundreds of people support WFSU by volunteering their time and service to participate in many different types of station events and activities. Some volunteers are even so dedicated to supporting WFSU, that they will come year after year and lend a helping hand each time WFSU recruits for a particular activity. Most frequently, volunteers participate in Membership/Donor directed activities to include WFSU-FM's live on-air pledge drives, which occur three times a year. Other common areas of volunteer participation include working with television production crews and assisting the Education & Outreach Department with various large events/activities hosted for the local community throughout the year. Volunteers are regularly informed of the recruitment opportunities through the WFSU website, social media, e-mail and mail distribution, word-of-mouth, and by the WFSU weekly e-newsletter that is sent out to all members of the station.

During this reporting period, WFSU participated in the following volunteer recruitment events:

- Over 350 volunteers participated in Membership directed activities throughout this period
- WFSU E-Newsletter: Sent out to 25,000 people via email every week; it includes exciting information about upcoming television/radio programs, educational and community outreach activities, volunteer opportunities, station events, pledge drives, travel club opportunities, and also features a fun new cooking recipe each week.
- Summer Learning Challenge Celebration: Information table with WFSU Kids Club materials and a list of volunteer opportunities

Initiative Title: Staff Training & Professional Development:

Initiative Description: WFSU offers and supports training opportunities for staff as a means of promoting the professional development and growth of the station's employees. These opportunities build upon the employee's knowledge base and professional skills, allowing them to become more qualified for promotional opportunities and sustain growth in the future.

During this rating period, the WFSU Staff participated in the following professional development opportunities:

- PBS Digital Immersion Project – 1 employee attended
- NAEYC Conference – 1 employee attended
- CPB Education Innovation Station Planning Grant – Youth Media/Radio – 4 employees attended
- NETA Conference – 2 employees attended
- PBS Brand Refresh Training – 1 employee attended
- Ready to Learn Parent Texting Initiative Kick-off Meeting – Orientation to the Grassroots Engagement Model – 1 employee attended
- PMBA Annual Conference – 2 employees attended
- PBS Kids Leadership Advisory Group – 1 employee attended

- American Graduate – 1 employee attended
- PMDMC Conference – 3 employees attended
- PBS Annual Meeting – 1 employee attended
- PRNDI Conference – 1 employee attended
- Gates Air – Fax FM Training – 2 employees attended
- Learners to Earners Workforce Summit – 1 employee attended
- Southeastern Credit Union Conference – 1 employee attended
- FSAE Conference – 1 employee attended
- RTDNA Anchor and Producer Leadership Summit – 1 employee attended
- Digital Day at WLRN – 2 employees attended
- Molly of Denali FCL Pilot Content Training – 2 employees attended
- WNET Sesame Street Station Engagement – 1 employee attended
- Molly of Denali RTL Workshop – 2 employees attended
- Florida Bar Reporter’s Workshop – 1 employee attended
- The Florida State University Office of Training and Development offers a variety of training and development classes that are available to all employees throughout the year. WFSU employees are encouraged to attend the training opportunities available through the University with approval from their managers. The type of classes offered cover a variety of different topics including- Financials, Human Resources, Business Transactions, Customer Service Skills, Compliance & Organizational Development, Leadership & Supervisory Development, Diversity & Inclusion, and Personal Development Training. In addition to the individual training courses offered, FSU also offers a certificate training series program. The certificate program is comprised of several courses combined to represent a degree of knowledge and skill within a particular area of work. By completing all of the courses within a chosen series, a participant can earn a certificate for that particular subject group. The following certificates are available for employees to earn: Customer Service Certificate, Frontline Leadership Certificate, Human Resources Department Representative Certificate, Time & Labor Certificate, Sponsored Research Administration Certificate, Financial Representative Certificate, Diversity & Inclusion Certificate, and the Global Partners Certificate. These opportunities are designed to foster the professional growth and development of all staff members at Florida State University.

Initiative Title: Management Training

- All WFSU employees completed the mandatory CPB training on sexual harassment and FSU’s online sexual misconduct awareness and prevention training