

**KQRS-FM, KXXR(FM), WGVX(FM), WLUP(FM), WWWM-FM
EEO PUBLIC FILE REPORT
December 1, 2018 – November 30, 2019¹**

I. VACANCY LIST

See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
Local Sales Manager	1, 6-11, 13, 15-20, 22-29, 34-35, 39-40	35
Account Executive	1, 6-7, 10-12, 16-20, 22-25, 27, 29-31, 34-35, 39-40	35
Business Manager	1, 4, 6, 8-13, 15-20, 22-29, 34-35, 39-40	35
Receptionist	1, 4, 6-8, 10-12, 16-20, 22-25, 27-29, 34, 38-40	38

¹ This Report was revised in Novemebr 2020 to address reporting issues.

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Word-of-Mouth Referral	N	8
2	On-Air Announcements <i>(one or more SEU stations)</i>	N	0
3	Job Fair(s) <i>(see Section III)</i>	N	0
4	Clues 2700 Lake Street East Minneapolis, MN 55406 Attn: Karla Bachman 612-746-3500; Fax: 651-292-0347	N	0
5	Minnesota Department of Employment www.minnesotaworks.net	N	0
6	HIRED 1200 Plymouth Avenue N Minneapolis, MN 55411 Attn: Lori Anderson 952-303-8313 Lori.Anderson@hired.org	Y	0
7	Stubbe & Associates 17808 Excelsior Boulevard Minnetonka, MN 55435 Attn: Kari Brustad 952-470-4920 voc@stubbe.com	N	0
8	Multicultural Center Academic Excellence 176 Klaeber Court Minneapolis, MN 55455 Attn: Juavah Lee 612-624-9028 leex048@umn.edu	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Multicultural Center (Duluth) KSC 236 Duluth, MN 55812 Attn: Susana Pelayo 218-726-8444; Fax:218-726-6244	N	0
10	American Indian OIC 1845 E. Franklin Avenue Minneapolis, MN 55404 Attn: Latisha Connor 612-341-3358; Fax: 612-341-3766 latishac@aioic.org	Y	0
11	Alliance for Women in Media PO Box 50369 Minneapolis MN 55416 Attn: Catherine Flaherty 763-550-1102 info@awm-mn.org	N	0
12	CAPI USA 3702 E. Lake Street Minneapolis, MN 55406 Attn: Sean Watkins 612-721-0122; Fax: 612-724-6085	N	0
13	Summit Academy OIC 935 Olson Memorial Highway Minneapolis, MN 55405 612-278-6579; Fax: 612-377-0156	N	0
14	Craigslist minneapolis.craigslist.org	N	0
15	Courage Kenny Rehab-MR#78404 3915 Golden Valley Road Minneapolis, MN 55422 Attn: Nancy Robinow 763-775-2570; Fax:612-262-6724	N	0
16	Hmong American Partnership 1075 Arcade Street St. Paul, MN 55106 Attn: Eric Bestrom 651-495-9160; Fax: 651-495-1699 kristinel@hmong.org	Y	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
17	IPR- Institute Production Recording-Art Institute 300 N. 1 st St Minneapolis MN 55401 Attn: Sandra Robinson 612-244-2815 Fax: 612-244-2801 srobinson@ipr.edu kjackson@ipr.edu dwelter@ipr.edu	Y	0
18	Jewish Family Placement Specialist 13100 Wayzata Boulevard Minnetonka, MN 55305 Attn: Brooke Greenwell 952-417-2123; Fax: 952-417-0227 careerservicesl@jfcsmpls.org jfcs@jfcsmpls.org	Y	0
19	Minnesota Broadcasters Association 3033 Excelsior Boulevard Minneapolis, MN 55416 Attn: Linda Lasere 612-926-8123; Fax: 612-926-9761 llasere@minnesotabroadcasters.com	N	0
20	Minneapolis Urban League 2100 Plymouth Ave N Minneapolis, MN 55411 Attn: Stephen Robinson 612-302-3100; Fax:612-521-1444	N	0
21	ITT Technical Institute 1-317-706-9200 Fax: 1-317-706-3040 Isabulsky@itt-tech.edu	N	0
22	Minneapolis Media Institute 4100 W. 76 th Street Edina, MN 55435 Attn: Drew Ailes 612-808-0171 kschmitigal@mediainstitute.edu	N	0
23	Minneapolis American Indian Center 1530 E. Franklin Avenue Minneapolis, MN 55404 Attn: Morgan Thompson 612-879-1710; Fax: 612-879-1795 mthompson@maicnet.org	Y	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
24	Phyllis Wheatley Community Center 1301 10 th Ave N Minneapolis, MN 55411 Attn: Valerie Stevenson 612-374-4342; Fax: 612-377-9089 valeries@phylliswheatley.org	Y	0
25	Rise, Inc. 2003 Central Avenue NE Minneapolis, MN 55418 Attn: Robert Reedy 612-781-3114; Fax: 612-781-1288 rreedy@rise.org	N	0
26	Council on Black Minnesotans 332 Minnesota ST St. Paul, MN 55114 Attn: Edward McDonald 651-643-30155; Fax: 651-757-1751 Edward.McDonald@state.mn.us	N	0
27	Lifeworks Services 2965 Lone Oak Drive Eagan, MN 55121 Attn: Marie Rutz 651-454-2732 Fax: 651-454-3174 mruz@lifeworks.org	Y	0
28	Goodwill Easter Seals skoritz@goodwilleasterseals.org	N	0
29	Asian American Renaissance ebatic@msn.com	N	0
30	Station Website Postings (<i>one or more SEU stations</i>)	N	3
31	www.Linkedin.com	N	3
32	University of St. Thomas web-site	N	0
33	Art Institute Intl of Minnesota jeolson@aii.edu	N	0
34	Colleges/Universities of Minnesota mnsu.edu	N	0
35	www.Cumulus.com/Careers	N	16
36	All Access www.allaccess.com	N	0
37	All Cumulus Markets/Stations	N	0
38	www.indeed.com	N	5
39	Employee Referral	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
40	Tasks Unlimited Kim Coleman, kcoleman@tasksunlimited.org	Y	0
41	www.glassdoor.com	N	0
42	www.simplyhired.com	N	0
43	www.linkup.com	N	0
44	www.ZipRecruiter.com	N	0
45	www.Monster.com	N	0
TOTAL INTERVIEWEES OVER REPORTING PERIOD			35

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Promotions Internship Program	<p>Our SEU is proud of its Promotions internship program, which is designed to provide participants with “hands-on” experience at our radio stations studios to facilitate a successful career in broadcasting. Our SEU recruits interns from a wide variety of educational institutions which include: the University of Minnesota; the University of Wisconsin; the University of St. Thomas; Sanford-Brown College; IPR/Institute of Production Recording; Hamline University; St. Cloud State University; and, The Minnesota School of Business. Additionally, internship opportunities are posted on our Stations’ websites, which are updated regularly.</p> <p>Stations KQRS-FM and KXXR host the Promotions interns, who are supervised the each Station’s Promotions Director and learn all about radio promotions by both working closely with SEU personnel and assisting with the Stations’ events and promotions. During this reporting period, KQRS-FM hosted 2 interns (June–November 2019), one from the University of Minnesota-Moorhead, and one from Hamline University. KXXR-FM hosted 4 interns (January–October 2019), one from each of the following schools: the Institute of Production Recording; St. Thomas University; Bemidji State University; and, the University of Minnesota.</p>

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
2	Programming Internship Program	<p>Our SEU is also proud of its Programming internship program, designed to provide participants with “hands-on” experience at our radio station studio to facilitate a successful career in broadcasting. Our SEU recruits interns from a wide variety of educational institutions which include: the University of Minnesota; the University of Wisconsin; the University of St. Thomas; Sanford-Brown College; IPR/Institute of Production Recording; Hamline University; St. Cloud State University; and, The Minnesota School of Business. Additionally, internship opportunities are posted on our Stations’ websites, which are updated regularly.</p> <p>Station KXXR hosts the Programming interns, who are supervised the KXXR Programming Director and learn about all aspects of programming a radio station. During this reporting period, KXXR hosted 2 interns (January–May 2019), one from Minnesota State, Mankato and, one from Century College.</p>
3	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment	<p>During the month of April 2019, this SEU participated in harassment prevention training. All SEU employees were required to complete a course prepared by ThinkHR entitled, “Workplace Harassment Prevention,” designed to address sexual harassment with a focus on the forms of harassment prohibited by federal law. The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. The course for managers was more extensive than the course for staff members. In order to obtain a certificate of participation, employees were required to take a quiz following their completion of the tutorial.</p>