

Program Advisory Committee Meeting Agenda May 11, 2021

Present: Azia, Althea, Gary, John Risley, Jenna,

Facilitator: Azia

Note taker:

Board Liaison: N/A

Introductions

Meeting Guidelines

Staff Reports

Althea- PM News

- Three news volunteers participated in Earth Day programming, exciting to see them move to longer form content (30 mins)
- Friday producer is taking the summer off, will be offering producer training for the first time since working from home to hopefully recruit some more folks who are capable.
 - Looking towards the future, having more producers in the mix so the role isn't as permanent

Tammy- Public Affairs

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Azia - Program Director

- Program Schedule
 - Have Retired Black as Folk due to programmer lack of engagement. We plan to fill the slot with another POC focused folk show.
 - Diaspora Blues has moved from 1st sundays at 7pm to a Subbing show. Sarika will still submit shows but will be aired at random like an Audiopilot.
 - Parsing Sound is now on 4th Sundays 8-10pm! With Malik Hale
 - Andy Hosch is retiring this month from Africa O'ye and A Different Nature
 - Gareth Jenkins used to Sub.
 - Have lots of openings, since we retired those programs last month. Openings were listed in the May All Volunteer Newsletter that went out last week.
 - Adding Native Voice One Music Programming, any thoughts on the 6 shows we are looking at?
 - Gaeno (PA/music hybrid)
 - INDIGIFI
 - Indigenous in Music
 - Reclaimed
 - John: Liked this unique perspective. Canadian Radio is top notch.
 - Soul Deluxe

- UnderCurrents

- Gary: concerned about taking in too much syndication.
- Jenna: We do want to focus on DEI.
- Gary: Something needs to be done about the culture at KBOO, we need to get more volunteer engagement.
- Azia: we really need outreach.
- Jenna: What is it about how we do things that doesn't appeal, or what aren't we preparing them for? How does one go from no experience to having a show?
- How does freeform get more applications?
 - Gary: Freeform offers shows right away. Accessibility, being welcomed. And immediate opportunity.
 - KBOO did a good job of having off-air volunteer opportunities right away.

- [The New On-Air Handbook!](#)

- Since the part you sign is now a detached google form, it made the most sense to refer to the regulations portion as something separate from the contract. A link to the virtual form is provided, along with a printable version for those without computer access.
- Although it looks new and shiny it is essentially the same document ([here's the old one](#) for reference). We just rearranged the order, tidied up some language, removed redundancies, and added a few updates, many of which we have already been talking about in PAC for a while:
 - Clarified the process/responsibilities for pre-recorded programming through the automation system
 - Added the requirement for program hosts to take the FCC class once a calendar year
 - We added rules about collectives, that of course already existed but have not always been made explicitly known
 - Probationary period for new programs
 - Clarified the stipulations around having a program, all of these items were already in the document but were sporadically listed, not in a comprehensive section.
- Thoughts?
 - Gary: Do we anticipate more people wanting to appeal programming decisions.

- The New [Program Proposal Form](#)

- Sadly everyone who has applied this far applied before the new form went public, but we have it for the next time!

- We decided to use a google form, so PAC can easily access new applications through a spreadsheet!
- If you are interested in reviewing applications, we will give you access to the spreadsheet.
- When a person submits an application, it will populate to the [Program Proposal Review Spreadsheet](#). The first tab is raw data, so ignore that. The second tab labelled “Pending Applications” is where you can review proposals, hear the sample audio, and make comments below. Hope this automated process makes advising more efficient!
 - You can also freely skim through the audio, unlike the webform. (if you drag the cursor at all, the audio stops working and you have to start over)
 - Gary: may want to clarify the availability question and include a note about prerecorded programming and live.
 - John: you can send a reminder a week before PAC to look at the spreadsheet if there are proposals to review.
- Program Proposals
 - Weekly Spanish Programming slot 1:30pm to 2:30pm
 - Ivonne Rivero - **Diaspora** (PA?, Clean, Weekly)
 - Karen Torrente - **Musikas para volar** (Music, Clean, twice/month)
 - I am hoping Ivonne will be open to alternating the slot, but I have other slots that Karen could work for Karen’s proposal.
 - 1st & 5th Sundays 8-10pm
 - Jorge Orozco - **La Mordidita Latina** (syndicated, Music, Poetry, Clean)
 - From Alameda Community Radio
 - Music, Discussions, skits, & Poetry
 - Says they are looking for a monthly slot, but are on weekly at alameda? So the 5th slot is potentially an option as well.
 - They are hoping for this slot since it is the same time their show broadcasts at their station.
 - Azia and Jenna had talked about saving this slot for the hip hop youth collective, but we have a tone of Audio pilot slots and other monthly slots that we could turn into the hip hop youth collective when we have the resources to do it. What do you all think?
 - Gary and John: Good fit for sundays
 - **Music Medieval** - Renee Bartley (Music, Clean, monthly)
 - Thinking 2nd or 3rd Thursdays 3-5:30am
 - **Falling Alice Radio** - Tristan Penrod & Nassir Osman (Music,)
 - Submitted this application back in February 2020, when slots were scarce. Exciting that they already had the equipment to produce from home pre-pandemic!

- Gary: need to remind them to do more back announcing, to give more context to their show.
 - 1st Saturdays 10 - midnight
 - Many current programmers have expressed interest in moving their show to this time slot, although I was really hoping to reserve this slot for a BIPOC programmer. Was curious what PAC thought of this since typically the ideal slots go to people with tenure.
 - John: Makes sense
 - Azia: Considering Malik's show for the slot
 - Gary: would be a good fit, could ask if he wants to sub for June.
 - Jenna: It has been talked about, giving older programmers priority to new slots
 - I'm thinking we should give more time for people to request this slot, since it only went public last week. We can discuss this more at the next PAC, before the decision is made.

Other Things

- Voting on last [month's minute](#)
- Voting on [PAC policy updates](#) to pass onto Governance
 - Azia will send out to PAC for one last chance for objections

Homework

- Brainstorm: How can we make evaluations less cumbersome?
 - How can we get people to join the evaluations work group?
 - PAC recruitment

Board Report:

- N/A

Adjourned: 7:09 PM

Next meeting: June 8, 2021

PROGRAM ADVISORY COMMITTEE (PAC) RESPONSIBILITIES

Programming Task Breakdown

A. The Program Director, AM News and Public Affair Director, and/or the PM News and Public Affairs Director (called Program Staff for the rest of this document) can take these

Actions:

1. develop new programming
2. fill attrition slots: in cases of no format change, no consultation with the Program

Advisory Committee (PAC) is required

3. fill attrition slots: if there is a format change, Program Staff should seek advice and recommendations from the PAC
4. change existing programming, after seeking advice and recommendations of the PAC
5. develop overall standards for broadcast and podcast
6. shape yearly goals for programming
7. revise programmer rights and responsibilities document as needed
8. suspend programmers for not fulfilling on-air responsibilities laid out in the Programmer Contract
9. any other items listed in the current job descriptions.

B. The Program Staff works through the PAC to:

1. provide active leadership of the PAC
2. shape yearly goals for PAC
3. ascertain community needs in a pro-active and mission-driven way on a regular basis
4. evaluate broadcast and podcast programming quality on a regular basis
5. report all programming changes to the PAC

C. PAC is responsible for:

1. assisting Program Staff in shaping all policy items listed in Section B above
2. working with the Program Staff to solicit input from community
3. working with the Program Staff to meet yearly PAC goals
4. serving as the Community Advisory Board to ascertain community needs
5. serving as a work group to assist Program Staff in all areas as needed

Policy #6 Proposed Revision 2

D. Committee makeup:

1. Committee is self appointed (any KBOO Foundation member who attends three meetings in a row and who agrees to fulfill responsibilities can become a voting member).
2. The board has the option to appoint a maximum of five (5) individuals from underrepresented groups at any time. The appointees will have immediate voting Rights.
3. The Program Staff, as well as at least one (1) and no more than two (2) members of the board, shall all be voting members of the committee.
4. The committee is open to new membership any time.
5. Any member who misses three (3) meetings in a row, or consistently does not fulfill PAC responsibilities, shall be removed as a voting member, per KBOO Bylaws Article VIII, Section 5.
6. Members appointed by the board under Sections D. 2. and D. 3. above will be re-appointed by the board annually.

*The "Program Advisory Committee" or "PAC" is the commonly used name of the "Program Committee" referenced in KBOO Bylaws Article XIII, Section 4a.

Approved by the Board 5/14/84

As Amended 10/85

As amended by the Board of Directors 1/23/07