



**EEO PUBLIC FILE REPORT
WRTU-FM and WRUO-FM
October 1, 2021 – September 30, 2022**

STATEMENT

University of Puerto Rico, Rio Piedras Campus (UPRRP), the licensee of WRTU-FM / WRUO- FM, also known as Cadena Radio Universidad de Puerto Rico, is committed to inclusive outreach for hiring full-time employees, affording equal employment opportunity to all qualified persons, and refraining from discrimination based on race, color, national origin, gender, or religion. When seeking applicants, we use diverse avenues to reach people who are seeking employment. All recruitment procedures and full-time permanent job placements for Cadena Radio Universidad de Puerto Rico are structured through the University's rules and regulations through the Human Resources Department. Mrs. Aurea Luyanda, Human Resources Director, in liaison with María S. Colón, the Administrative Officer at WRTU/WRUO, oversees the implementation of the EEO Policy.

VACANCY LIST

The following is a list of all full-time job vacancies filled by Radio Universidad (WRTU-FM / WRUO-FM) during the period covered by this report:

Position Title	Date position filled	Recruitment sources used to fill vacancy	Number of interviewees referred	Recruitment source that referred the hired
Administrative Assistant IV	May 2, 2022	INTERNAL University of Puerto Rico Río Piedras Campus - Human Resources Office	2	University of Puerto Rico Rio Piedras Campus – Human Resources Office

Total number of vacancy filled over 12-month period: 1

RECRUITMENT SOURCE LIST

The following is a list of the recruitment sources used when vacancy arose:

Recruitment Source	Recruitment Contact	Recruitment source entitled to vacancy notification? (yes/no)	No. of Interviews referred by recruitment source over 12-month period
University of PR, Rio Piedras Campus - Human Resources Office	Aurea Luyanda, Human Resources Director 14 Ave. Universidad Ste 1401, San Juan, PR 00925 787-764-0000 ext. 84400	YES	2

Total Number of Interviews over 12-month period: 2

INITIATIVES

The following is a description of the initiatives in which the station participated during the past year:

1. INTERN PROGRAM

Responsibility for Implementation: María S. Colón, Radio Universidad Administrative Officer

Radio Universidad engages in volunteering, education internships and work-study programs to recruit students to train in the station and offer the student real workplace experience while becoming familiar with the Station's organization and work style. Our Administrative Officer recommends, recruits, supervises and prepares participant's payroll, when applicable.

During the current annual reporting year, the station provided hands-on experience to a total of nineteen (19) undergraduate and four (4) graduate students. The radio station's working environment complements their academic studies and provides them with the skills and competencies needed for broadcast employment. While at Radio Universidad participants are immersed in a broad range of disciplines as they rotate through different departments and learn different tasks.

Four (4) graduate students, part of the Internship Program, are developing research, newswriting or technical skills while working at the Programming, Development and News departments with graphic art designs, fundraising activities and news reporting.

Twelve (12) undergraduate students from various faculties at the University are part of the Work-Study Program and support our station while working on program cataloging and distribution, disc ripping, metadata entry, program editing, news writing, news reporting, and general office work.

Throughout the report's period our unit was also supported by seven (7) volunteers. Our News Department received one (1) undergraduate student that volunteered to work in news writing and production. Also, one (1) undergraduate volunteered to work with fundraising initiatives at the Development department. Likewise, four (4) undergraduate students are learning new technical skills at the Technical Operations Department while another one is supporting our personnel with the audio archiving assessment in the Programming Department.

2. GUIDED TOURS

Responsibility for Implementation: Sara Cruz, Programming Director

- a. Between March 18, 25 and April 1, 2022, our Programming Director received a group of 65 students from the Talent Search Program for a guided tour of our facilities. While on tour the participants learn about radio history, Cadena Radio Universidad's place in that history and are shown every department where they gain understanding about our daily activities, personnel functions and skills required for the position. Participants are also exposed to live on studio production.
- b. On May 24, 2022 a new group of students from the Talent Search Program received a guided tour as described above.

3. OUTREACH

Responsibility for Implementation: Isabel Pichardo, Development Coordinator

- a. On August 3, 2022, the Station's Development Coordinator presented an overview lecture of the Station's history, resources, scope and job opportunities to 119 Communication and Information freshmen students at the University of Puerto Rico Rio Piedras Campus. The lecture was held on-campus and online.

4. WORKFORCE ENHANCEMENT PROGRAMS

Responsibility for implementation:

- María S. Colón, Radio Universidad Administrative Officer
 - José R. Ortiz Valladares, Radio Universidad General Manager (September 2021 to August 15, 2022)
- a. The above Community Service Grant Administrators and personnel direct supervisors are required to offer a local or CPB online annual training to all station employees to prevent harassment and bias. For the current year the program focused on building an inclusive culture

comprised discrimination and harassment prevention as provided by the Corporation for Public Broadcasting via EVERFI online training.

April 2022 through September 30, 2022

Titled: Preventing Harassment and Discrimination: Gateway

Design to train the personnel to recognize, avoid and report workplace discrimination, including harassment and both intentional and unintentional bias.


- b. The Chancellors Office along with the Division of Continuing Education and Professional Studies (DECEP) and the Office of Compliance and Audits (OCA) coordinated an online training module designed to prevent and eradicate any situation of gender violence including all types of discrimination in the workplace.

November 1, 2021 through January 31, 2022

Titled: Professional Certification on Prevention of Sexual Harassment, Violence Domestic, Discrimination and Equity in Employment (UPRRP-OCA-001)

Through the topic of "Labor and Discrimination: The Challenge of Occupational Equity" the Units employees were able to learn about the federal and state laws that protect against discrimination in employment, the employer's responsibilities and the rights of the employees who are covered by these laws.

Att.



Jorge Santiago Pintor, PhD
Interim General Manager
(August 16, 2022 to present)