

Utah Tech University Policy

612: Radio Station



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I. Purpose

- 1.1 The Utah Tech University (“the University”) Radio Station operates under the Federal Communications Commission’s (FCC) licensure and broadcasts on multiple FM Broadcast Bands.

II. Scope

- 2.1 The Radio Station serves exclusively as a not-for-profit, educational component of the Department of Media Studies within the College of Humanities and Social Sciences. The Radio Station does not operate as a commercial radio station or as a public broadcasting station.

III. Definitions

- 3.1 **Radio Station:** The Utah Tech University unit responsible for the oversight of the various Broadcast Bands, FCC licensure, administration and oversight of any operating funds allocated to the unit, and personnel management.
- 3.2 **Broadcast Band:** The radio frequencies and call letters assigned by the Federal Communications Commission.
- 3.3 **Content Sharing Platform:** A company that distributes media content (text, visuals, video, and audio) via the Internet. Most of the content distributed by the Content Sharing Platform is generated by persons or companies not affiliated with the Content Sharing Platform.

IV. Policy

- 4.1 Utah Tech University maintains and is responsible for the FCC licenses to broadcast under the call letters KXDS (Broadcast Band FM 91.3) and translator K235CK (Broadcast Band FM 94.9). The University also maintains

and is responsible for the FCC licenses to broadcast under the call letters KXDS (Broadcast Band FM 91.3) and KDXI (Broadcast Band FM 100.3).

4.1.1 KXDS (Broadcast Band FM 91.3) is a non-commercial-educational license that is operated at and broadcasts a primary signal from Utah Tech University.

4.1.2 K235CK (Broadcast Band FM 94.9) is a translator license that only allows rebroadcast of a primary signal. K235CK (Broadcast Band FM 94.9) is currently leased to a broadcast company under a five (5) year auto-renewing lease agreement signed October 11, 2016.

4.1.3 KXDS (Broadcast Band FM 91.3) and KDXI (Broadcast Band FM 100.3) are the two active Broadcast Bands operated at and broadcasting from Utah Tech University. The broadcast radio content for both Broadcast Bands also is simulcast via the Internet.

4.1.4 KDXI (Broadcast Band FM 100.3) is a low power-FM license that Utah Tech University leases from Utah Local Radio under a ten (10) year lease agreement signed December 1, 2016.

4.1.5 Some audio and video content produced by the station is distributed via the Internet through the station's websites, social media, Content Sharing Platforms (including video streaming services such as YouTube, audio streaming services such as SoundCloud), and as podcasts.

4.2 The content the Radio Station produces, be it music, talk, public affairs reporting/news, sports, graphics, promotional materials, or video content, is afforded First Amendment protections while also being subject to content standards as stipulated in section 4.3.

4.2.1 The First Amendment protections extend to material the Radio Station broadcasts on its Broadcast Bands, simulcasts on the Internet, posts on social media.

4.2.2 These protections also extend to material the Radio Station distributes to video streaming services, audio streaming services, or as podcasts.

4.3 The content the Radio Station produces is subject to content standards associated with the FCC, other federal regulatory bodies, Internet service providers, social media companies, and other Internet-based Content Sharing Platforms.

4.3.1 All broadcasting content associated with the Radio Station is subject

to FCC policies, regulations, and restrictions.

- 4.3.2 Content distributed through other means (websites, social media, and Content Sharing Platforms) must comply with content standards as stipulated by the appropriate federal, state, or corporate content policies and regulations.
- 4.3.3 The Radio Station simulcasts its audio and video content on the Internet, though the Radio Station's websites, social media, and Content Sharing Platforms. All content posted is subject to all content standards as required by the FCC or content standards mandated by the Internet service provider, social media platform, or Content Sharing Platform.
- 4.3.4 The Radio Station also produces video content associated with the Broadcast Bands' activities. This content is available through, but not limited to, the Radio Station's websites, social media, and Content Sharing Platforms. Video content posted is subject to all content standards as required by the FCC or content standards mandated by the Internet service provider, social media platform, or Content Sharing Platform.
- 4.3.5 The Radio Station also produces podcasts. Most podcast content produced is associated with, but not limited to, a University academic project or public affairs reporting. The podcast content is available through a variety of outlets, including the Radio Station's websites, websites outside of the University, and through podcast app stores associated with Apple, Google, or other podcast distributors. All podcast content posted is subject to all content standards as required by the FCC or content standards mandated by the Internet service provider, social media platform, or Content Sharing Platform.

4.4 Staffing

4.4.1 University Employees

4.4.1.1 The general manager/advisor

- 4.4.1.1.1 The general manager/advisor is a University staff or faculty employee. The general manager/advisor is responsible for the management of all aspects of the Radio Station operations.

- 4.4.1.1.2 The general manager/advisor is responsible for oversight of all Radio Station personnel. This oversight

includes training personnel in Radio Station processes, practices and protocols concerning station programming format, the radio station's educational mission, professional on-air language and demeanor, community interests, content standards as stipulated in section 4.3, and ethical behavior.

4.4.1.1.3 The general manager/advisor has budget oversight responsibility for Radio Station operations, annual budget, expenditures, and revenue management as stipulated in section 4.5.

4.4.1.1.4 The general manager/advisor monitors all broadcasting news, music, interviews, content, and information broadcast from all University-affiliated Broadcast Bands.

4.4.1.1.5 The general manager/advisor works with the Department of Media Studies faculty and staff to help manage the curriculum of courses associated with the Radio Station.

4.4.1.1.6 The general manager/advisor engages in oversight of the academic components of the students' work with the Radio Station.

4.4.1.1.7 The general manager/advisor may hire University students into paid positions if the station has funding to support the positions for the term of their appointments.

4.4.1.2 Paid University Students

4.4.1.1.1 Students hired in paid positions are University part-time employees and are subject to any training or professional development activities required of all University employees.

4.4.1.1.2 Paid student positions may involve supervision of other student volunteers and community volunteers associated with the Radio Station.

4.4.1.1.3 Student employees must abide by Radio Station processes, practices, and protocols concerning station programming format, the Radio Station's educational

mission, professional on-air language and demeanor, community interests, content standards as stipulated in section 4.3, and ethical behavior.

4.4.1.1.4 Any students earning academic credit for participating in the regular activities associated with the Radio Station (for example, for an internship that yields academic credit) and receiving financial compensation are considered part time University employees. These students are subject to any training or professional development activities required of all University employees.

4.4.2 Student Volunteer Staff

4.4.2.1 University students participating in the regular activities associated with the Radio Station without financial compensation are considered student volunteer staff (hereafter student volunteers).

4.4.2.1 Student volunteers are under the direction of the general manager/advisor and are appointed after training and approval by the general manager/advisor.

4.4.2.2 Student volunteers must abide by Radio Station processes, practices and protocols concerning station programming format, the Radio Station's educational mission, professional on-air language and demeanor, community interests, content standards as stipulated in section 4.3, and ethical behavior.

4.4.2.3 Any students earning academic credit for participating in the regular activities associated with the Radio Station (for example, for an internship that yields academic credit) without financial compensation are considered student volunteers.

4.4.2.4 If deemed appropriate by the general manager/advisor, student volunteers may be required to complete any training or professional development activities required of all University employees.

4.4.3 Community Volunteer Staff

4.4.3.1 Community volunteer staff (hereafter community volunteers) are any non-compensated Radio Station participants who are

not Utah Tech University students. Community volunteers include Utah Tech University faculty, staff, and community members from throughout the region.

4.4.3.2 Community volunteers are under the direction of the general manager/advisor and are appointed after training and approval by the general manager/advisor.

4.4.3.3 Community volunteers must abide by Radio Station processes, practices and protocols concerning station programming format, the Radio Station's educational mission, professional on-air language and demeanor, community interests, content standards, and ethical behavior.

4.4.3.4 Community volunteers earning academic credit for participating in the regular activities associated with the Radio Station (for example, for an internship that yields academic credit) without financial compensation are considered student volunteers.

4.4.3.5 If deemed appropriate by the general manager/advisor, community volunteers may be required to complete any training or professional development activities required of all University employees.

4.4.4 Contracted workers

4.4.4.1 Contracted workers cannot be Utah Tech University employees.

4.4.4.2 Contracted workers are independent contractors who handle work outside the scope of the Radio Station's employees, student volunteers, and community volunteers.

4.4.4.3 Contracted workers are hired for their specialized skill sets in areas such as advertising, marketing, FCC compliance, broadcast engineering, and web engineering.

4.4.4.4 Contracted worker wages are paid with Radio Station funds unless a separate, written agreement is reached with another unit of the University to cover the costs. Any such agreement must be reviewed and approved by the University Office of General Counsel before being executed. Failure to do so will result in the Radio Station assuming the financial

responsibility.

4.4.4.5 Contracted workers must abide by Radio Station processes, practices and protocols concerning station programming format, the Radio Station’s educational mission, professional on-air language and demeanor, community interests, content standards, and ethical behavior.

4.4.4.6 Contracted workers are subject to all regulations, protections and stipulations as outlined in University Policy 207.

4.5 Operational funding for the Radio Station comes from five potential sources:

4.5.1 The Radio Station may enter into lease agreements with outside companies for license to broadcast on frequencies the University owns.

4.5.2 The Radio Station may receive an annual operating budget the University.

4.5.3 The Radio Station may receive funds associated with the University student fees, or as an equivalent allocation through student tuition.

4.5.4 The Radio Station may receive underwriting donations (e.g., advertising revenue). The Radio Station also may receive funds through donations and fundraising, including on-air fund drives.

4.5.5 The Radio Station may receive funds through merchandise sales.

V. References—N/A

VI. Procedures—N/A

VII. Addenda—N/A

Policy Owner: Vice President of Academic Affairs and Provost

Policy Steward: Dean of the College of Humanities and Social Sciences

History:

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