

## **ANNUAL DIVERSITY REPORT**

**REPORTING PERIOD: July 1, 2013-June 30, 2014**

### **DIVERSITY OVERVIEW**

Nashville Public Television is committed to fostering, cultivating and preserving a culture of diversity and inclusion. We see this as a part of our public trust. NPT benefits from hearing diverse voices, and we are accountable to the community we serve. We are a stronger organization when we have people of diverse backgrounds, people who bring to bear innovative thinking, and those who have faced different challenges in life.

In compliance with the requirements of the Corporation for Public Broadcasting (CPB), NPT's annual report provides the organization's diversity policies and efforts undertaken during the reporting period. This report is posted on NPT's website at [wnpt.org](http://wnpt.org) and will be made available for public inspection upon request.

### **DIVERSITY POLICIES**

#### **Board Diversity Policy**

Nashville Public Television (NPT), in both its values and practices, is committed to inclusion and diversity. An inclusive culture helps us respond to our increasingly diverse community. NPT's Board of Directors is equally committed to inclusion and diversity, with race and gender diversity as areas of strategic focus.

The Nominating Committee of the governing Board has responsibility for leading the process for Board appointments and for identifying and nominating, for approval by the Board, candidates for appointment. The benefits of diversity influence succession planning and are key criteria to identifying candidates for the Board.

Board appointments are based on merit and candidates will be considered with due regard for the benefits of diversity on the Board. We are committed to a diverse and inclusive culture where Directors believe their views are heard, their concerns are attended to, and they serve in an environment where bias, discrimination and harassment on any matter are not tolerated.

The Nominating Committee has developed the following measurable objectives for monitoring diversity progress on the board. When a vacancy occurs, the Nominating Committee will . . .

- a. Review the population statistics in NPT's designated market area (DMA), compared to the current make-up of the board as it relates to race and gender diversity.
- b. Determine the DMA statistics in which the board is achieving success and where the board has less than the desired percentage of the DMA.
- c. Select candidates based on the skills, knowledge, and experience he/she can bring to the board, with due regard to the area(s) of diversity where the board has less than the desired percentage of the DMA.

## **ANNUAL DIVERSITY REPORT**

**REPORTING PERIOD: July 1, 2013-June 30, 2014**

### **Board Diversity Policy (Continued)**

- d. The main objective is for the board composition to increasingly become more aligned with NPT's designated market area (DMA).
- e. The ultimate goal is for the board composition to mirror NPT's designated market area (DMA).

### **Senior Management Diversity Policy**

Nashville Public Television's senior management team is committed to fostering, cultivating and preserving a culture of diversity and inclusion in the community to ensure equal employment opportunities to all qualified individuals without regard to race, color, religion, gender, national origin, age, disability, sexual orientation, gender identity or any other characteristic protected by law.

NPT is committed to serving the needs of its diverse audience and the entire community through programming and outreach services. To ensure these commitments, NPT's management and operations, programming strategies, and outreach efforts reflect the diversity of NPT's designated market area (DMA).

NPT's senior management diversity goals and objectives are applicable – but not limited – to our practices and policies on employee selection, promotions, an ongoing development of a work environment built on the premise of diversity equity, and continued inclusion of diversity on the senior management team to at least mirror NPT's DMA.

NPT's senior management team of five (5) includes three females (60%) and two males (40%). Two members of the senior management team are minority (one Hispanic; one African-American), which represents 40%. These female and minority statistics are well above that of NPT's designated market area (DMA) statistics.

### **Employee Diversity Policy**

Nashville Public Television is committed to fostering, cultivating and preserving a culture of diversity and inclusion. Our human capital is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and the organization's achievements as well.

## **ANNUAL DIVERSITY REPORT**

**REPORTING PERIOD: July 1, 2013-June 30, 2014**

### **Employee Diversity Policy (Continued)**

We embrace our employees' differences in race, color, religion, gender, national origin, age, disability, sexual orientation, gender identity or any other characteristic protected by law.

Nashville Public Television diversity goals and objectives are applicable—but not limited—to our practices and policies on recruitment and selection, striving to mirror NPT's designated market area (DMA); compensation and benefits; professional development and training; and the ongoing development of a work environment built on the premise of diversity equity that encourages and enforces:

- Respectful communication and cooperation between all employees.
- Teamwork and employee participation, permitting the representation of all groups and employee perspectives.
- Employer and employee contributions to the communities we serve to promote a greater understanding and respect for diversity.

All employees of Nashville Public Television have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other company-sponsored and participative events. Any employee found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action. Employees who believe they have been subjected to any kind of discrimination that conflicts with the company's diversity policy and initiatives should seek assistance from their supervisor or human resources.

### **EEO Statement**

In order to provide equal employment and advancement opportunities to all individuals, NPT does not discriminate in employment opportunities or practices on the basis of race, color, religion, gender, national origin, age, disability, sexual orientation, gender identity or any other characteristic protected by law. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. Further, NPT will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in undue hardship.

Any employees with questions or concerns about any type of alleged discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisor or Human Resources. Employees can raise concerns and make truthful reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

## **ANNUAL DIVERSITY REPORT**

**REPORTING PERIOD: July 1, 2013-June 30, 2014**

### **EEO Statement (Continued)**

NPT's Federal Communications Commission (FCC) EEO Report is available in the FCC public file on NPT's website at [www.wnpt.org](http://www.wnpt.org) and in the FCC public file at <https://stations.fcc.gov>. NPT files the annual statistical reports with the Corporation for Public Broadcasting (CPB), (SAS) Station Activities Survey and (SABS) Station Activity Benchmarking Study.

### **Employment Statistics**

NPT has been deliberate in all of its employment practices to ensure that employment opportunities are widely disseminated, that all applicants and employees are welcomed and treated fairly and equally, and that policies and practices are administered in an unbiased and objective manner at all times. NPT has demonstrated its commitment to workplace diversity through a number of policy statements in compliance with equal opportunity and nondiscrimination, including the NPT Equal Employment Opportunity policy statement, the NPT Code of Business Ethics, and the Diversity policy statement in the NPT Employee Handbook. In addition, NPT completes annual statistical employment compliance reports.

During the reporting period, NPT's workforce was comprised of 34 employees. Our workforce ranged in age from the mid-20s to the late-60s, and our female to male staff ratio was approximately 59%/41%. The racial and ethnic diversity of NPT's staff represents the spectrum of diversity of talent available in the local market, and includes employees who identify as: White, African-American, Asian-American, and Hispanic. NPT's workforce incorporates the broadest spectrum of diversity, reflecting the inclusiveness of NPT's employment practices and of our workplace.

### **Hiring Guidelines & Statement of Diversity Principles**

As a community based, public media organization, it is NPT's policy to serve, employ, and to be governed by individuals of broadly diverse backgrounds representative of the community and audience we serve.

As an employer and a non-for-profit business, NPT is committed to employing and developing the skills of a broadly diverse workforce. We see this not only as a part of our public trust, but also as good business practice. We acknowledge that the best business practice is to treat each employee as an individual, with a unique set of traits, knowledge base, background, skills and culture. We are a stronger organization when we have people of diverse backgrounds, people who bring to bear different styles of thinking and have faced different challenges in life. We recognize that, historically, there have been real or perceived barriers to entrance to some groups.

As a not-for-profit organization, NPT recognizes the value in having a governing board that is representative of the community and the diversity within the community. We benefit from hearing diverse voices, and desire to be accountable to the community for our service.

## **ANNUAL DIVERSITY REPORT**

**REPORTING PERIOD: July 1, 2013-June 30, 2014**

### **Hiring & Diversity Goals**

To implement these broad objectives, NPT has established the following formal diversity goals/actions:

- Reviewed recruitment practices for the Board to determine whether those practices accomplish the inclusion of diverse candidates for Board election slates.
- With respect to the Community Advisory Board (CAB), reviewed community organizations represented on the advisory board to ensure representation of the diversity of the community.
- In order to ensure recruitment of individuals from a wide variety of sources, with special attention to seeking out candidates from groups that are currently under-represented in our workforce, NPT will:
  1. Continue to participate in minority or other diversity job fairs each fiscal year;
  2. Continue to make clear in our recruitment practices at all levels that we evaluate candidates based only on job requirements.
  3. Continue to provide regular, periodic training to managers and staff on diversity, non-discrimination, and equality of opportunity in the workplace.
  4. Assess the diversity of our workplace by completing an annual report of NPT's hiring goals, guidelines, employment statistics, and actions undertaken in these areas and posting the annual report on NPT's website.

It is acknowledged that these goals and actions will change from time to time to reflect changing circumstances and opportunities.

### **Diversity and Inclusion Training Program**

NPT has developed a Diversity and Inclusion Program for management and staff to address diversity issues such as respect in the workplace, unconscious bias, conflict resolution, workplace harassment, workplace gender, disability awareness, and cultural diversity.

NPT management and staff received diversity training on January 30, 2014 on "Good to Great: Beyond Unconscious Bias" from a consultant through the Center for Nonprofit Management (CNM). NPT employees were provided with a pre-training survey on diversity and a post-survey to provide feedback on the training content and its effectiveness.

## **ANNUAL DIVERSITY REPORT**

**REPORTING PERIOD: July 1, 2013-June 30, 2014**

### **Diversity and Inclusion Training Program (Continued)**

Effective diversity training must connect to the goals and objectives of “Awareness” and “Skills Building” as follows:

Awareness – To increase knowledge, ability and understanding of how differences impact our culture and of how to work more effectively in a diverse environment. Awareness goals include:

- Valuing differences to further organizational goals.
- Accepting different populations and perspectives.
- Seeing the broader dimensions of diversity.
- Understanding ethnic, cultural and gender differences.

Skills Building – To increase behavioral skills that promote diversity, inclusion and cultural competency through enhanced communication and problem-solving abilities on individual and organizational levels. Skills building goals include:

- Celebrating all cultures
- Becoming educated about diversity issues and strategies
- Discussing differences and commonalities openly
- Managing diversity-related conflict
- Self-monitoring

Supervisors are provided with training on how to effectively conduct performance appraisals to ensure a fair review over the entire review period. Supervisors are also provided with training on conducting interviews for job openings to ensure interviewees are asked fair and appropriate questions.

NPT’s job openings were posted on the NPT website and announcements were sent to over 50 organizations in the community to ensure wide and diverse dissemination.

### **Career Fairs/Workshops**

NPT participated in diversity recruitment efforts, including the following:

- 2014 Reverse Career Fair  
Thursday, February 20, 2014, 1:30-3:30pm  
TSU Main Campus, Kean Hall
- 2014 Government, Nonprofit and Public Service Career Fair  
Thursday, March 6, 2014  
Avon Williams Campus, Tennessee State University

**ANNUAL DIVERSITY REPORT**  
**REPORTING PERIOD: July 1, 2013-June 30, 2014**

**Internship Program**

NPT provides an internship program for community members to acquire job skills. The following provides information on the internship program for this reporting period:

College Students:

NPT's internship program allows individuals to gain hands-on broadcasting experience. The internships are unpaid, however, students are encouraged to obtain college credits through their colleges and universities. For the reporting period, there were four (4) interns, 2 females and 2 males, from the following universities: Taylor University, Middle Tennessee State University, and Lyndon State College.

NPT also provided an unpaid media internship the summer of 2014 to a student from the University of Iowa.

High School Student:

Each winter since 2010, NPT has partnered with Harpeth Hall High School to provide a three-week internship program to a high school female student interested in broadcasting. The student receives hands-on experience in various areas including production, marketing, development, administration and human resources. The internship participant was a minority female the winter of 2014.

**ANNUAL DIVERSITY REPORT**  
**REPORTING PERIOD: July 1, 2013-June 30, 2014**