

PROGRAM COMMITTEE RESPONSIBILITIES

Programming Task Break-Down

- A. The Program Director can take these actions (or delete them):
1. Suspend programmers for technical reasons or for non-fulfillment of air-op responsibilities.
 2. Develop new programming.
 3. Fill attrition slots - in cases of no format change no consultation with the Program Committee is required.
 4. Fill attrition slots - if there is a format change Director should seek advice and recommendations of the Program Committee.
 5. Change existing programming - after seeking advice and recommendations of the Program Committee.
 6. Approve or deny on-air promotions.
 7. Any other items listed in the current job description.
- B. The Program Director works through the Program Committee to:
1. Provide active leadership of the Committee
 2. Ascertain community needs.
 3. Develop over-all standards for air.
 4. Shape yearly goals for programming changes.
 5. Evaluate on-air quality.
 6. Develop policy for air-op rights and responsibilities.
 7. Develop technical standards to FCC requirements.
 8. Develop standards for promos and acknowledgments.
 9. Develop standards and procedures for KBOO equipment use.
 10. The Program Director is required to report all Programming changes to the Program Committee.
- C. Program Committee is responsible for:
1. Assisting Program Director in shaping all policy items listed in the "Program Director works through the Program Committee" section above. These policy items are then sent on to the Board for approval and once approved, become guidelines for the Program Director.

2. Working with the Program Director to solicit input from community and makes recommendations regarding programming changes to the Program Director.
3. Serving as the Community Advisory Board to Ascertain Community needs.
4. Serving as a work group to assist Program Director in all areas.

D. Committee make-up:

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) individual from under represented groups at any time.
3. There will be at least one and no more than two (2) members of the Board on the Committee and one (1) additional staff member besides the Program Director.
4. The Committee is open to new membership any time and requires a one (1) year commitment and an agreement to fulfill the responsibilities listed in Committee Membership Job Description.
5. Any member who misses three (3) meetings in a row shall be removed as a voting member.
6. Petitions for removal of a Committee member for non-performance of duties are decided upon by the Program Committee. Any appeal against removal of a Committee member is decided by the Board.
7. Board appointed members will be re-appointed by the Board.

Approved by the Board 5/14/84

As Amended 10/85

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