

Power 92.3 WKVR -FM



WKVR-FM On-Air Broadcasting Agreement

BOARD MEMBERS:

General Manager

Megan White

Acting General Manager

Dwight Bard / Patrick Haskins

Business Manager

Thomas Hartzell

Music Director

Patrick Haskins

Program Director

Matthew Salvitti

Technology Coordinator

Dwight Bard

Assistant Technology Coordinator

Shane Gallagher

WKVR-FM ON-AIR Agreement

WKVR-FM Mission Statement

Power 92 constantly strives to be a professional college radio station: doing our best to keep the community involved and listening. Our community consists of the students of Juniata College as well as the faculty, staff, and more importantly, the citizens of Huntingdon who also listen. We support local events and campus organizations through active participation. We keep an open mind and encourage creativity through the promotion of shows that have different and unique music and formats. It is not merely our goal to make the station bigger and better, but to also enhance the quality of college life while doing so.

Purpose

This contract is to bring WKVR together and make each Disc Jockey responsible for their actions. As a result of change in format, more professionalism is required and expected by each individual. By signing this contract, you agree to the following rules and regulations.

I. On-Air Conduct

- 1.1 Please refrain from all profane material. Music in the studio will tell you whether or not the songs are clean. If you find music in the studio which is not clean and also not marked as such, please inform the WKVR board of directors. If you have your own music or are in any way not sure of the content of what you are planning to play, please listen to the song in 'audition' mode before putting it on the air. **Violations of this policy will result in one warning from a member of the board of directors and could lead to a \$100 fine that is processed through the Dean of Students Office.**
- 1.2 When you are speaking on the air, please use headphones and be careful to speak directly into the mic. We've been complimented on many shows, but have been asked to ask our DJs to speak into the mic because the listeners cannot hear what you are saying. Also, when you first speak on the microphone at any time, please open with some variation of the station's information, i.e.: "Power 92," "Power 92.3," "Power 92, WKVR," "WKVR Huntingdon," etc. before you speak. An example: "You're listening to Power 92.3, Juniata College radio and this is the (A & J) show, playing (rock/rap) music (or whatever format you have) with your hosts Amy and John. Taking a look at the weather/some news going on in the world tonight/some of the other shows we broadcast on Power 92..." Also, please avoid using your last name on the air.
- 1.3 Please be sure to fill out the playlists. This is an FCC regulation and we are required to turn in these listings at various times throughout the year.
- 1.4 Be careful with the levels of your show. Your aim is like the Price is Right – get the level as close to the red line without going over. If your music is peaking and is too loud, the red light on the meter will turn on. Make sure the music is not too low either. The same should go for the level of NPR at the end of the night.
- 1.5 Finally, please keep in mind that **you are responsible for your guests!** You will be responsible for their conduct and their following of these rules – they are an extension of your show and therefore make **you** accountable.

II. On-Air Format

- 2.1** Within two minutes before or after the top of the hour, you **MUST** play a station ID and a public service announcement. Both may be played from CD, computer, or said on air by DJ. This must be done as per FCC regulations.
- 2.2** At :15 after, give or take 2 minutes before and after, read the weather report. The weather should consist of at least that night and the next day's forecast. If you'd like to be more elaborate, do so. This is part of our agreement as a nonprofit station.
- 2.3** At the bottom of the hour (:30), give or take 2 minutes, read the news. You may include JC news, local news, national news, music news, etc. This is part of our agreement as a nonprofit station.
- 2.4** At :45, give or take 2 minutes, promote other shows or events occurring within Juniata College. You may choose to talk about an event WKVR is DJing, other shows on the station, or other events that are happening on campus. Do not promote yourself or personal events that are not affiliated with WKVR or Juniata College.
- 2.5** You have the option of giving out the mailing address for the station in order to get letters. Our address is:
- (your show name)
1005 Juniata College
Huntingdon, PA 16652
- 2.6** Do not swear! This includes you, your co-hosts, your guests, your callers, and most importantly your music. If you are at all unsure of your music, play it in 'audition' mode to be sure. If you know that your music swears, either edit it using a program like Cool Edit or SoundForge, turn down the music at the profane parts, or just don't play it. If you are unsure if the music would be appropriate, don't play it.
- 2.7** Make sure, if you have a talk show, you expressly mention that the views in your show do not necessarily reflect the views of WKVR.
- 2.8** Do not falsely advertise.
- 2.9** Do not slander someone's name. Be considerate of your audience.
- 2.10** Avoid dead air. Dead air is what every DJ wants to avoid. Do your best to cross fade music properly and to use forward momentum.
- 2.12** Use common sense and discretion regarding your actions

III. Housekeeping

- 3.1 There is no food or drink allowed in the booth. If you need to eat or drink, please do so in the lounge. Also, PLEASE return your trays to Baker or Muddy when you are finished – do not leave them in the lobby.
- 3.2 Please return all CDs and records – we do not have the money to replace anything that becomes missing!
- 3.3 If you are a 12-2 AM show, please lock the door behind you. It is essential for the station’s security for all doors to be locked at the end of a broadcast night.
- 3.4 Please come to the station at least five minutes before your show begins. Anyone with 6 o’clock shows must arrive a little earlier in order to get the key from the info desk to get into the station.
- 3.5 Our attendance policy is as follows: if you are going to miss your show, you are required to let the Program Director know WITH AT LEAST 24 HOURS NOTICE. If you let them know with enough time, they will do their best to find a replacement for your show. However, if you do not let them know within 24 hours, it is YOUR RESPONSIBILITY TO FIND A REPLACEMENT. If you do not show up for your show and no one covers it (unless you let the PD know within 24 hours and it still was not able to be covered) you will be fined \$10 through the Dean of Students Office.
- 3.6 There should be absolutely no drugs or alcohol on the premises of WKVR. Please do not drink while you are on the air or before you go on for your show. If your performance is hindered by drugs or alcohol, you will be called before the Board of Directors and a penalty will be decided on a case by case basis. It has been a struggle in the past to keep student media organizations afloat.

DRUG OR ALCOHOL USE WILL NOT BE TOLERATED!

Reviewed and approved by:

_____	_____
General Manager (sign and print)	Date:
_____	_____
Acting General Manager (sign and print)	Date:
_____	_____
Disc Jockey (sign and print)	Date:

Co-host (print only)	

Co-host (print only)	

Co-host (print only)	