



**ADMINISTRATIVE REGULATION
AND PROCEDURE**

Title: PROGRAM PRODUCTION ADVISORY PANELS	Code: II0602
Policy Reference: A0111-A; D0300	

Development of WMVS/WMVT television production projects may require the assistance of individuals familiar with the content of the proposed programs or series. At the discretion of the Director of Program Production, a Production Advisory Panel (PAP) may be formed to assist station staff assigned to the project. Procedures for the formation and service responsibilities of Production Advisory Panels include:

1. PAP membership selection shall be the responsibility of the general manager in consultation with the director of program production, and the project executive producer.
2. The composition of the PAP shall be reasonably representative of the diverse needs and interests of the communities served by the stations.
3. The PAP shall serve for the duration necessary to accomplish the content direction needed for the project.
4. PAP membership is voluntary and the panel shall select the organizational officers necessary to set agendas, conduct orderly meetings and make timely recommendations to staff.
5. The executive producer of the project shall schedule and facilitate all PAP meetings.
6. PAP recommendations are advisory in nature.
7. PAP recommendations will be reported to the Community Advisory Board and the MATC PTV Committee on a semi-annual basis.

Office of Responsibility: Office of the President