



## **Texas Tech University**

### **Operating Policy and Procedure**

#### **OP 30.14: Playing Electronic Music from University Bell Towers**

**DATE:** September 7, 2006

**PURPOSE:** The purpose of this Operating Policy/Procedure (OP) is to establish the policy that governs the playing of electronic music from university bell towers.

**REVIEW:** This OP will be reviewed in September of even-numbered years by the general manager of KOHM-FM with recommended revisions forwarded to the senior vice provost for academic affairs and the provost/senior vice president for academic affairs by October 15.

#### **POLICY/PROCEDURE**

1. KOHM-FM radio will be responsible for programming broadcasts for Texas Tech University bell towers.
2. Music selections will be secular in nature and will include the Texas Tech University alma mater and fight song.
3. Broadcasting from the university bell towers will adhere to the following schedule and format:
  - a. Selected music from 7:45 to 8:00 a.m. and from 4:55 to 5:10 p.m. Monday through Friday;
  - b. Selected music during each scheduled passing period; and
  - c. Chimes will toll the hour beginning at 7:00 a.m. and continuing until 9:00 p.m.
4. This OP will not modify OP 30.21, Ringing Bells on Campus. However, Saddle Tramps or High Riders may request that the Texas Tech University alma mater or fight song be broadcast from university bell towers at the conclusion of the bell ringing designated in OP 30.21. KOHM-FM will receive the requests and coordinate the broadcasts.
5. Requests to broadcast from the university bell towers for special events or purposes (e.g., university, city, state, or national celebrations or honors) should be made in writing to the Office of the Provost/Senior Vice President for Academic Affairs for approval by the president.