

EL RITO PIT MEETING MINUTES

NOVEMBER 25, 2008

Members Present: Carmella Sanchez, Carlos Martinez, Cecilia Romero, Larry Tafoya, Donald Martinez, & Trish Espinoza

Members Absent: Lorraine Garcia, Gilbert Sena, Quentin Wilson, Mike Valdez, Rick Gonzales and Chris Gonzales

Minutes are Provided by: Trish Espinoza

The Purpose of our brainstorming exercise was to see if the AQIP process is working and if not, what can be done to correct the process. Each PIT Team member was asked to write 5 weaknesses in regards to AQIP on Post- it notes and from that, we came up with these 7 topics.

1. To Many Pit Teams

- Too many Pit Meetings.
- Sometimes these meetings pull us away from the physical work that needs to be done around campus.
- Involved in too many Pit Teams.

2. Process Is Unclear And Needs To Be More Structured

- Establishing Priorities
- Implementing action plan
- Establish El Rito Pit charters
- AQIP Procedure-People at lower levels are not being heard.
- Need a better understanding of the AQIP process
- The AQIP Process is unclear

3. Lack Of Training

- Not enough training
- Orientation on the AQIP process for new employees.

4. More Student Involvement

- Students should be involved in this Pit Team and/or in all Pit Teams.

5. Lack Of Communication Of Reporting Results

- Poor Communication
- Communication of feed back between the Espanola campus and El Rito campus
- Reporting process for AQIP
- Lack of follow up
- No follow thru
- Issues are not being addressed and if they are we aren't getting the results

6. Lack Of Commitment/Participation from Pit Members

- Not all Members attend these meetings
- More Pit Members for the El Rito Campus
- Poor attendance due to conflicting schedules

7. Lack of Support From Staff and Student Services

- Student Services should be offered at the El Rito campus
- Lack of support from the Espanola campus

After coming up with these 7 topics the members did a Multi Vote and narrowed the weaknesses to 4 categories. Here is what the outcome is...

1. Process is unclear and needs to be more structured. (4 votes)

One of our four main weaknesses pertaining to the AQIP process was the concern that the process is unclear and needs further structure. There is also a concern that our action plans aren't fully addressed and our priorities aren't fully established. There was also discussion about revisiting the El Rito PIT charter to fit our unique operation (retreat center/college campus). There was also the concern that even with the AQIP procedures in place, "lower level" faculty and staff are not having any input, as far as PIT team decisions and implementations. One of the last topics of discussion, pertaining to this category, is that there is no full understanding of AQIP process and the AQIP process is unclear to most PIT members.

2. Lack of communication for Reporting Results (4 votes)

The second category we identified to improve the AQIP process is the lack of communication as far as reporting out results of PIT team implementations. Here at the El Rito Campus we would like to see data on a regular basis, from year to year that compares graduation rates, recruitment numbers, and retention rates. There is also the concern that there is either no follow through, and if there is, we aren't getting the results. This short narrative fully describes what was discussed for this particular category.

3. Lack of Commitment/Participation from PIT Members (4 votes)

There was plenty of discussion pertaining to this category, which is the lack of commitment /participation from ALL PIT members. We agreed that poor attendance could be a result of scheduling conflicts, but if this is the case, then the absent member(s) should send a representative in their place. All PIT members need to understand that their lack of attendance slows down the progress of the overall PIT team. We believe that not all PIT members fully understand the importance of the AQIP process. There was also discussion that some PIT members are on too many PIT teams throughout the college. What it boils down to, is we need to replace all non-committed members with committed faculty and staff.

4. Lack of Training (3 votes)

There wasn't too much discussion pertaining to this last category, which is the overall lack of training. It seems that a lot of PIT members don't fully understand the AQIP process and its importance to NNMC. The El Rito PIT team felt that there should be an AQIP process training/workshop available, and it should be conducted here at the El Rito campus. The team also agreed that facilitators should be made available if need be.