Ka Piko Meeting
Minutes of February 21, 2012
Manaopono 107
2:00-3:00 p.m.

Present: Clayton Akatsuka, Jean Shibuya, Mary Segura, Nancy Heu, MJ Lewis, Ellen Ishida-Babineau, Ellen Nagaue, Ardis Eschenberg, Kainoa Lilly

Excused: Loea Akiona, Renee Arakaki

Meeting called to order at 2:10 p.m.

I. Minutes of February 7, 2011 meeting approved.

II. Revised Surveys:
   a. Surveys for specific areas were reviewed.
      **Action plan:** Review and add to survey to align with the unit outcomes (unit coordinators).

III. Ka Piko Chart
   a. An additional column was added to the chart to align survey questions with the outcomes.
   b. Reviewed chart; still have missing information.
      **Action plan:**
      1. Unit coordinators:
         a. Identify criterion for success/benchmarks if not done so.
         b. Align outcomes with survey questions.
      c. Quickly looked at the language changes made for consistency.

IV. General discussion on surveys/assessment
   a. Ardis reminded us that the system views assessment through three areas: demand, efficiency, and effectiveness.
      i. Demand includes how many students have used the service (quantity)
      ii. Efficiency includes with cost per student.
      iii. Effectiveness includes satisfaction with quality of the service. The surveys (and other forms) will measure this factor.
   b. Tracking students will be important in determining whether the KaPiko Center has met its goals. Suggestions included using bar codes on student IDs, sign-in via computer to track data, SARS to track student success.
   c. Data can include the impact KaPiko has on students vs. students who did use any of services. How?
      **Action Plan:**
      1. Kainoa will invite Roy Inouye to the March 13\textsuperscript{th} meeting to ask him about his tracking system/sign-in system for TRiO and continue to investigate tracking systems. The committee would like to know how he gets data and what kind of data they use.

IV. The center will now be called the Ka Piko Student Success Center
V. Next two meetings:
   a. February 28, Tuesday at 1:30-2:30 in Manaopono 107
   b. March 13, Tuesday at 1:30-2:30 in Manaopono 107

Meeting Adjourned: 3:10 p.m.