Volunteer Core Assessment Process

THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

Volunteer Core assessment

In this presentation, we will discuss:

- When to assess

- How to assess

- How to report assessment results

Where to find information

- Vol Core Website: https://ugcouncil.utk.edu/volunteer-core/

- Vol Core Assessment document: Volunteer Core Assessment Process 2022

- Vol Core Master list of classes: Master List of Courses for Assessment

When to assess

- Each course will be assessed once every three years.

- Assessment subcommittee assigns year. You choose the semester within the year. You can change the year. Just notify the Vol Core Assessment Subcommittee.

- List of when each class is to be assessed is on the Vol Core website:
  [Master List of Courses for Assessment](#)

How to assess

- Process is detailed in the [Volunteer Core Assessment Process 2022](#) document

- Remember: You must assess ALL learning outcomes for each category for each class on the Vol Core list.

How to assess (overview from document)

1. We will send you some reminders of upcoming assessment.

2. You have already specified how you are going to assess each objective in each category on the proposal form.

3. Choose student work to collect for assessment, your sampling method, and your rating scale.

How to assess (overview from document)

Choose the student work:

- The student work may be an exam, an essay, a lab report, a reaction paper, a set of homework problems, a short-answer response provided on a midterm exam, selected multiple-choice questions from a quiz, etc.
- If there are multiple sections of the course, select student work for each section that as closely resembles each other as possible.
- More than one learning outcome can be assessed by the same student work.
- It is preferable if the student work is an assignment or test that is a normal part of the course.

How to assess (overview from document)

Choose your sampling method:

- If the course enrollment is below 50, student work from every student in the course should be collected.

- Otherwise, randomly collect at least 20% of the student work from *all sections* of the course OR work from *all students* in 20% of the sections of the class.

- If the 20% sample represents 50 or fewer students, at least 50 samples should be collected.

How to assess (overview from document)

Choose your rating scale:
(See Appendix B of the Assessment document)

- Rating scale for objective questions given in the Volunteer Core Assessment Process document (page 7):

  1 = Ineffective: the individual student scores below 60% on selected questions.
  2 = Adequate: the individual student scores between 60-74% on selected questions.
  3 = Effective: the individual student scores between 75-89% on selected questions.
  4 = Outstanding: the individual student scores 90% or above on selected questions.

- Rubric for subjective questions – See Appendix B in the document.

- Benchmark = 90% of students rated at 2 (adequate) or higher.

How to assess (overview from document)

4. Collect the student work.

5. Rate the student work.

6. Report the ratings. You will report the number of students at each rating for each learning outcome.

You will report your results in Qualtrics surveys depending on which category (e.g., AG, WC, QR) your course belongs to.

Example survey (AH), found at this link ->
Qualtrics survey for AH-TEST version

Reporting the Results:
First questions

In order to complete the questions below, you will need to have, for each learning outcome, a description of the assignment you used, the sampling method, and the number of students receiving each rating.

Which semester and year did you do the assessment?

	Assessment term					Year of assessment			
	Fall	Winter mini-term	Spring	May mini-term	Summer	2023	2024	2025	2026
Semester/Year of assessment	○	○	○	○	○	○	○	○	○

Provide the subject and number of the course. (e.g., MUTH 100)

[   ]

Provide the title of the course.

[   ]

Please provide the following information on who is completing this assessment information:

Name	[ ]
Title	[ ]
Department	[ ]
College	[ ]
email	[ ]

Reporting the Results: For each LO

Provide description of the assignment, sampling method, number of students receiving each rating.

For ARTS & HUMANITIES (AH) Learning Outcome 1: *Students will demonstrate the ability to identify and describe prominent works, figures, and/or schools of thought in the arts and humanities.*

Provide a description of the assignment used for assessment of LO 1.
See Volunteer Core Assessment Document for sample responses.

Provide a description of the sampling method for assessment of LO 1.
See Volunteer Core Assessment Document for sample responses.

Provide the number of students that received each rating for LO 1.

Please proofread your ratings before going on because you will not be able to return to this page.

1 - Ineffective	0
2 - Adequate	0
3 - Effective	0
4 - Outstanding	0
Total	0

Reporting the Results: Benchmark

Based on the ratings you enter, the system will calculate whether or not you achieved the benchmark.

Congratulations! LO1 had 93.8% of 32 total students meeting the benchmark of 90%. No action is needed.

→

Overall, LO1 had 71.4% of 14 total students meeting the benchmark. This number is below the required 90%.

Someone from the Volunteer Core Assessment Subcommittee will be contacting you about an action plan.

→

Results

Your results will be reviewed by the Vol Core subcommittee for the category and then by the Vol Core Assessment subcommittee.

If you did not meet the benchmark, then someone will be in touch with you to set up an action plan.

QUESTIONS?

Contact Vol Core Assessment Subcommittee, Barbara Murphy, Chair, bmurphy@utk.edu