

OFFICE OF CIVIC & COMMUNITY ENGAGEMENT

ROAD MAP

2024 - 2025

HARVEY MUDD COLLEGE



Civic & Community Engagement



Community Engagement

Community engagement describes collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity. The purpose of community engagement is the partnership of college and university knowledge and resources with those of the public and private sectors to enrich scholarship, research, and creative activity; enhance curriculum, teaching, and learning; prepare educated, engaged citizens; strengthen democratic values and civic responsibility; address critical societal issues; and contribute to the public good. (from the Carnegie Community Engagement Elective Classification)

Civic Engagement

Integration of diverse knowledge, skills, and perspectives to address public challenges, enhance communities and societies, and navigate formal and informal political systems and processes—whether through individual efforts or collective actions. This approach encompasses both civic learning and active engagement.

The Office of Civic and Community Engagement (OCCE) works collectively with our campus and the broader community to educate and empower one another to be informed and engaged members of a community that makes meaningful contributions to society.

Learning Outcomes

Understand

Understand how lived experience and acquired knowledge (academic facts, theories, etc.) informs civic/social identity.

Recognize

Recognize the methods of participation in civic or community engagement (i.e. voting, political engagement, organizing, direct service, research, volunteering, etc.) and how that method can influence societal impact and/or be a response to inequities.

Reflect

Reflect across worldviews and incorporate multiple, and even conflicting perspectives into discussions and decision making.

What We Do



Students

- Advise student organizations on existing and new community based efforts.
- Provide logistical and financial support.
- Make initial contact and keep active communication with community partners.
- Co-create a plan that meets both the mission of the student organization and the community partner.
- Facilitate community partner agreements.
- Apply for external funding, as needed.

Faculty

- Guidance and support on integrating community-based learning into a course(s) or co-curricular program(s).
- Establish and maintain year long community partnership communication.
- Assist with logistical and or transportation resources.
- Provide professional development (PD) opportunities (internal) and or funding for external PD events or resources.
- Facilitate a presentation on a CE topic and or a reflection exercise for a class or co-curricular activity.
- Provide funding for projects and course (re)design.
- Collaborate in grant writing efforts, as well as the inclusive implementation and ongoing support through the funding period.

Community

- Serve in advisory committees.
- Have regular check-in points regarding existing programs.
- Coordinate on-campus efforts to meet their mission.
- Plan new programs and provide support with implementation and evaluation.
- Attend partner hosted events (on a regular basis and or by invite for one-time events).

Reoccurring Efforts



America Read/Counts

Federal Work Study students are placed at Uncommon Good or Claremont After-School Program (CLASP).

Food Recovery

Food Recovery Network recovers surplus food from the dining hall and donates it to local organizations that feed people experiencing hunger.

SALSA Mudd Tutoring

SALSA Mudd partners with Uncommon Good, and HMC's dining services and F&M staff to hold bimonthly tutoring sessions; and local students can visit Mudd and meet some of the Latinx student.

OCCE Book Club

Open to students, staff and faculty. The purpose of our book club is to read non-partisan books that raise awareness of the polarization that divides us; reflect on how we (un-)consciously contribute; and gain tools/resources to help us bridge this divide.

Math Olympiad

Coaching and mentoring young (2nd-3rd) and upper elementary (4-6th) scholars who are participants of the Math Olympiad Club at Sycamore Elementary in Claremont. Meet once a week on Mondays and Wednesdays.

MMAD Dog Walking

HMC Students volunteer at the local shelter to walk dogs.

Science Bus

Each week, teams of volunteers teach science related lessons at local elementary schools, for 4-5th graders. The lessons range from electrical circuits to archaeology and more!

GEMS

The Gateway to Exploring Mathematical Sciences program (GEMS) is a once-monthly, Saturday morning workshop designed to get young students excited about math and science. Sessions led by 5C faculty.

Prison Education Program

The Prison Education Project (PEP) gives the students of Harvey Mudd the opportunity to teach STEM related topics at local prisons to educate, empower, and transform the lives of incarcerated individuals.

Crocheting for a cause

Students crochet or knit items during their own time or at planned socials. All hand-made items are donated.

Faculty Learning Communities

The purpose of this learning community is to discuss the community engagement components that should be implemented into an existing or new course/program; as well as CE best practices and models.

August

Finalize Summer Internship Funds

- Make sure students submit all journal entries and poster for Voices of Engagement 2025.

Learning Outcome: Understand, Recognize, Reflect

Finalize MOU's and agreements

- Work with PUSD to finalize agreements for programs in 2024-25.

Learning Outcome: NA

Orientation Mixer

- Introduce students to civic and community engagement efforts and encourage them to sign up for Motivote.

Learning Outcome: Recognize and Understand

Motivote

- Passive program to promote resources and upcoming events.

Learning Outcome: Understand and Recognize



September



National Voter Registration Day

- A nonpartisan civic holiday dedicated to celebrating our democracy. Students will be encouraged to register to vote in time for their next trip to the ballot box.
- When: Sept 17 , 11am-1pm

Learning Outcome: Understand, and Recognize

Unify College Bowl

- The Unify Challenge College Bowl is a virtual intercollegiate event where thousands of students are paired into one-on-one conversations across differences.
- When: September 24, 25, & 26; & October 1, 2, 3, & 9

Learning Outcome: Understand, Recognize and Reflect

America Reads/Counts Tutoring

- Federal Work Study students are placed at local organization to tutor students in the community.

Partners: Uncommon Good, Claremont Afterschool Program

Learning Outcome: Understand, and Recognize

OCCE Book Club

- Open to students, staff and faculty. The purpose of our book club is to read non-partisan books that raise awareness of the polarization that divides us; reflect on how we (un-)consciously contribute; and gain tools/resources to help us bridge this divide.

Learning Outcome: Understand, Recognize and Reflect

Food Recovery

- Food Recovery Network recovers surplus food from the dining hall and donates it to local organizations that feed people experiencing hunger.

Partners: Mudders Making A Difference; Dining Services; El Cotorreo Community Center

Learning Outcome: Understand, and Recognize

SALSA Mudd Tutoring

- SALSA Mudd partners with Uncommon Good (local community partner), and HMC's dining services and F&M staff to hold bimonthly tutoring sessions, where local students can visit Mudd and meet some of the Latinx student.

Partners: SALSA-Mudd; Uncommon Good; HMC's dining services and F&M

Learning Outcome: Understand, and Recognize

Math Olympiad

- Coaching and mentoring young (2nd-3rd) and upper elementary (4-6th) scholars who are participants of the Math Olympiad Club at Sycamore Elementary School in Claremont. Meet once a week on either Mondays or Wednesdays.

Learning Outcome: Understand, and Recognize

Student Leader Meeting

- Meet with student leaders from organizations that are doing community engagement to plan upcoming events; and share with each other opportunities for collaboration.

Learning Outcome: Reflect

October



National Voter Education Week

- Each day of the week has a theme:
 1. Check your registration
 2. Request mail in ballot
 3. Make a plan to vote
 4. Learn what on your ballot
 5. Level up (encourage your friend or volunteer)

When: Oct. 7-11

Learning Outcome:
Understand, and Recognize

Crocheting for a Cause

- Students, staff and faculty crochet or knit items that are donated throughout the academic year.

Partners: Sewing and Fashion Club; Warm-up America!; Knots of Love.

Learning Outcome: Understand, and Recognize

Science Bus

- Each week, teams of volunteers teach these lessons at local elementary schools, for 4-5th graders. The lessons range from electrical circuits to archaeology and more!

Partners: Science Bus; Pomona Unified School District

Learning Outcome: Understand, and Recognize

Napier Fellowship

- An intergenerational mentoring program links Napier Fellows interested in exploring vocations for social change with elders at Pilgrim Place who have built a lifetime of experience, leadership, and professional skills in fostering social justice for all people, caring for our fragile Earth home, and nurturing peace and reconciliation.

Partner: Pilgrim Place

Learning Outcome: Understand, Recognize and Reflect

GEMS

- The Gateway to Exploring Mathematical Sciences program (GEMS) is a once-monthly, Saturday morning workshop designed to get young students excited about math and science.

Partner: Claremont Center for the Mathematical Sciences

Learning Outcome: Understand, and Recognize

Faculty Learning Community

- The purpose of this learning community is to discuss the community engagement components that should be implemented into an existing or new course/program; as well as CE best practices and models.

Learning Outcome: Understand, Recognize and Reflect

Prison Education Project

- The Prison Education Project (PEP) gives the students of Harvey Mudd the opportunity to teach STEM related topics at local prisons to educate, empower, and transform the lives of incarcerated individuals.

Partners: Prison Education Project; California Rehabilitation Center

Learning Outcome: Understand, and Recognize

Vote Early Day

- Remind students to fill out their ballot and vote early
- When: Oct. 29

Learning Outcome: Understand and Recognize

Reoccurring

- OCCE Book Club
- Food Recovery
- SALSA Mudd Tutoring
- America Read/Counts
- Math Olympiad

November



Election Day

- Election Watch Party and resource sharing.

Partner: Living Learning Community

Learning Outcome: Understand and Recognize

Blood Drive

- Students, faculty and staff can sign up to donate blood on campus.

Partners: Mudders Making A Difference; American Red Cross

Learning Outcome: Recognize

Reoccurring

- OCCE Book Club
- Food Recovery
- SALSA Mudd Tutoring
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- GEMS
- Science Bus
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- Crocheting for a Cause

Project for Peace

- Projects for Peace is an invitation to undergraduates at the American colleges and universities in the Davis United World College Scholars Program to design grassroots projects for building peace that they will implement during a single summer.

Learning Outcome: Understand, Recognize and Reflect



December

Holiday Shoe Drive

- Students, faculty and staff can donate shoes and/or money to help children from the Upland School District get new shoes during the holiday season.

Partners: Mudders Making A Difference, Shoes That Fit

Learning Outcome: Understand and Recognize

President Volunteer Service Awards

- Collect data and apply for the award. The award acknowledges and celebrates the role that volunteers play in making America the strong and great country that it is.

Learning Outcome: Recognize

Student Leader Meeting

- Meet with student leaders from organizations that are doing community engagement to discuss Fall semester and how we can prepare for spring.

Learning Outcome: Reflect

Reoccurring

- OCCE Book Club
- Food Recovery
- SALSA Mudd Tutoring
- America Read/Counts
- Math Olympiad
- GEMS
- Science Bus
- Prison Education Project
- Faculty Learning Community
- Crocheting for a Cause



January

Voices of Engagement

- Students, faculty & staff share and celebrate the different ways we collaborate with our community and engage in critical justice issues to make a positive impact.

Learning Outcome: Understand, Recognize and Reflect



Reoccurring

- Food Recovery
- SALSA Mudd Tutoring
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MLK Day of Service

- In honor of MLK's National Day of Service, our HMC community comes together in the Makerspace to engage in 2-3 activities such as crocheting/knitting and card-making to make hand-made items that can be donated to community partners.

Partners: Makerspace; Knots of Love; Warm-Up America!

Learning Outcome: Understand and Recognize



February



Summer Internship Fund

- Harvey Mudd College offers funding to participate in an unpaid or low-paying summer internships. The funding program supports students who are pursuing a personalized experience that directly addresses their individual values and educational goals.

Learning Outcome: Understand, Recognize and Reflect

Blood Drive

- Students, faculty, and staff can sign up to donate blood on campus.

Partner: Mudders Making A Difference; American Red Cross

Learning Outcome: Understand

Faculty Fellowship Fund

- The fund supports faculty in the development of community engagement courses, projects, or co-curricular experiences. Each year, up to two faculty members may receive a stipend for curriculum or program development related to community engagement.

Learning Outcome: Understand, Recognize and Reflect

OCCE Book Club

- Open to students, staff and faculty. The purpose of our book club is to read non-partisan books that raise awareness of the polarization that divides us; reflect on how we (un-)consciously contribute; and gain tools/resources to help us bridge this divide.

Learning Outcome: Understand, Recognize and Reflect

Reoccurring

- Food Recovery
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March

SWE WEST Day

- WEST Conference is a one-day conference for high school girls to visit the Harvey Mudd College campus, participate in a day of science and engineering workshops, and get an idea of what it is like to be a woman scientist or engineer for a day.

Partners: Society of Women Engineers (SWE); HMC faculty

Learning Outcome: Understand, and Recognize

Cesar Chavez+Dolores Huerta Day of Service

- We come together to celebrate the legacy they passed on for us to follow, and their impactful contributions to our community through days of service (remotely and or in-person). 2-3 different activities are offered during the last week of March at CLSA (for in-person activities).

Partner: Chicanx/Latinx Student Affairs (CLSA)

Learning Outcome: Understand, and Recognize

Science Day

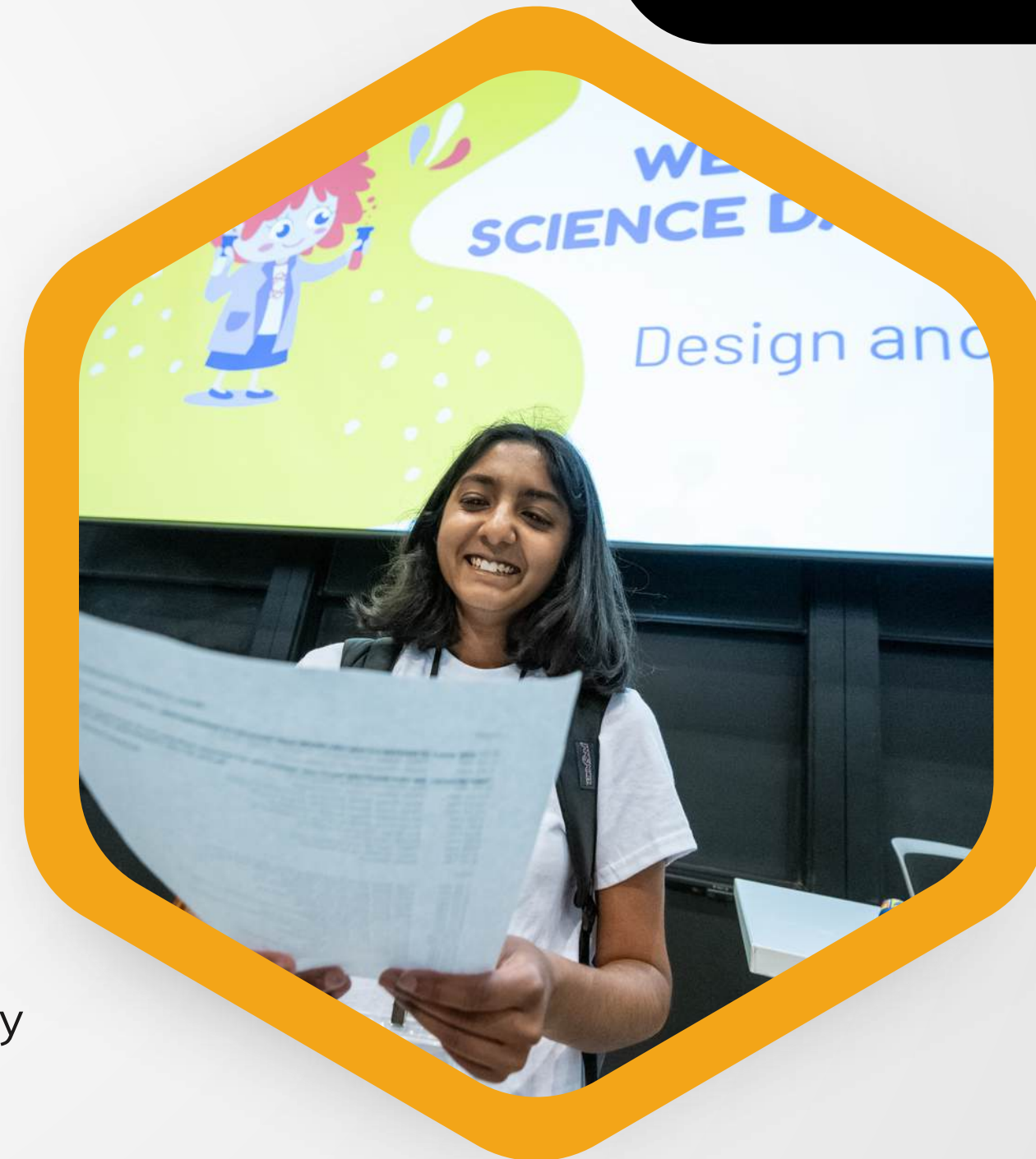
- 4-6th graders from 5 PUSD elementary schools come to Harvey Mudd College for a day filled with engaging and fun science-related lessons and demonstrations.

Partners: Science Bus; Pomona Unified School District; HMC faculty

Learning Outcome: Understand and Recognize

Reoccurring

- Food Recovery
- SALSA Mudd Tutoring
- America Read/Counts
- Math Olympiad
- GEMS
- Science Bus
- Prison Education Project
- Faculty Learning Community
- Crocheting for a Cause
- OCCE Book Club



April

SACRED SISTAHS

- The Sacred SISTAHS Math and Science Conference is an enriching experience for African American girls ages 12 to 18. A diverse selection of conference speakers will share life experiences that inspired their development, their work and their dreams.

Partners: Sacred Sistah's Inc.; Dr. Talithia Williams; HMC Professors

Learning Outcome: Understand, and Recognize

Award Funds for Faculty and students

- The fund supports faculty in the development of community engagement courses, projects, or co-curricular experiences. Each year, up to two faculty members may receive a stipend for curriculum or program development related to community engagement.

Learning Outcome: NA

KSEA's National Math and Science Competition

- 4th-12th graders from the Southern California area come HMC for a day to complete math and or Physics timed exams; and also participate in hands-on science/math related activities/demos.

Partners: Korean-American Scientists and Engineers Association (KSEA) and KSEA@The Claremont Colleges

Learning Outcome: Understand and Recognize

Reoccurring

- Food Recovery
- SALSA Mudd Tutoring
- America Read/Counts
- Math Olympiad
- GEMS
- Science Bus
- Prison Education Project
- Faculty Learning Community
- Crocheting for a Cause
- OCCE Book Club



May

Summer Internship Awards Journals

- Finalize reflective summer journal entries; and send prompts to students starting in May.

Learning Outcome: Understand, Recognize and Reflect

Award funds for faculty and students

- Collect all paperwork to process payments to faculty and students; and coordinate with each fund awardee the next steps.

Learning Outcome: NA



June & July

Community Partner On-campus events

- HMC opens our campus to our local community partners to host critical to their mission events on-campus. We assist in co-creating their schedule and planning/facilitating a wide-range of activities that meet their needs, goals and theme. The summer activities range from demos, panels, presentations, tours, etc.; and involve HMC students, staff and faculty. We also coordinate the on-campus logistics, such as space, connections to dining services, etc.

Partner: Bright Prospect; Project Think; Uncommon Good

Learning Outcome: NA

Budget Closure

- OCCE manages 5-6 different accounts, most for specific initiatives. It is important to reconcile our fiscal year budget to provide an update of our expenditures to donors on our annual reports.

Learning Outcome: NA

Plan for Fall Events

- OCCE plans mini-retreats during the summer to strategize and plan for the upcoming academic year activities (both those that are recurring/existing; and new efforts (identified as needs, gaps in our assessment report and or feedback from community partners, students, staff and or faculty).

Learning Outcome: Understand, Recognize, and Reflect

Finalize Reports

- OCCE writes various reports during these time, the majority being to respective donors. Other reports are internal, such as our impact report, and our learning outcome assessment report.

Learning Outcome: Understand, Recognize and Reflect



Goals for AY 2024-25

- Evaluation and proposed next steps for Homework Hotline.
- Pilot Dialogues Across Differences learning communities (separate ones for faculty and students).

