



Southwest Minnesota State University

Division of Student Affairs

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Center for Civic & Community Engagement
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DEPARTMENTAL MISSION

In support of the SMSU Mission, the Center for Civic & Community Engagement connects academic programs with community needs to use scholarship and action for the mutual benefit of the University, its communities, and its diverse peoples. The Center serves as the intersection between student learning, faculty research, and community engagement. It is committed to illuminating the variety of ways in which SMSU strives to make civic and community engagement integral to learning experiences campus-wide.

GOALS

Develop Civic Awareness. Students will recognize themselves as a member of a larger social fabric and considers social problems to be at least partly their own.

Integrate Civic Responsibility. Students will see the moral and civic dimensions of issues, to make and justify informed moral and civic judgments, and to take action when appropriate.

Connect to Available Resources. Students will make use of resources available to them and determine which items are best suited. Students will also recommend improvements to resources.

Student Learning Outcomes Targeted:

1. **Connect to Available Resources.** Students will make use of resources available to them and determine which items are best suited. Students will also recommend improvements to resources.

POINTS OF PRIDE

- **MustangsVolunteer (powered by Handshake):** In academic year 2020-2021, SMSU discontinued its use of MustangsVolunteer (powered by Galaxy Digital) and transitioned to post volunteer opportunities in Handshake and service learning/community based learning in Handshake (Experiences module). Posting volunteer opportunities in the systems continues to be successful and an external feed is located on the [MustangsVolunteer website](#). Promotional items branded with Handshake's logo were purchased to be given to current and prospective students and families at presentations and events. Additionally, the Career Services graduate assistant tabled to share more information about the tool. The Experiences module was utilized to track service

learning for one course in the fall and one in the spring of that year. Unfortunately, many service learning projects were being reevaluated in 2022-2023 and the tool was not used to track any. There was interest in utilizing and efforts will be made for 2023-2024 to use the feature more broadly.

- **Part-Time Job & Volunteer Fair:** 17 employers and approximately 70 students attended the 16th annual event. Employer registration was advertised through the Marshall Area Chamber of Commerce and direct emails. Student registration was advertised in a variety of ways including postcards to students living in Residence Halls, posters, emails, and social media. Nonprofit organizations were encouraged to share volunteer roles in addition to paid roles at the job fair.
- **Mustang Market.** This was the second academic year without a VISTA working on capacity building and processes. After a VISTA project concludes, it is time for the site to continue the project without the aid of a VISTA. Overall, the year went really well. Mustang Market oversight, planning, and administration was completed by the director. Many tasks were also given to the graduate assistant. Please see graduate assistant accomplishments below for more detail. Additionally, a new Coordinator of Accessibility Services, Vickie Abel, was hired in December 2022. She began training on Mustang Market operations right away and the spring semester was spent working on the transition of duties and wrapping up projects related the HEERF funding designated for the Mustang Market.
 - Mustang Market dates in 2022-2023 were by appointment. Appointments were 5 students to a 15 minute time slot and a lot of flexibility was given for early/late students and walk-ups. Students were also able to make individual appointments if the market day did not fit their schedule. Individual appointments were nominal and were less than five per month. Students shopped through the market. The timeslots were to ensure that students do not have to wait too long to get in and out for shopping. Reusable SMSU tote bags were given to students and students were encouraged to bring back each month. Plastic bags were also available. Usage statistics began to follow a similar usage rate as the 2019-2020 academic year. The busiest distributions were in September, October, and January.
 - Mustang Market continues to be a Second Harvest Heartland (part of the Feeding America Network) agency partner. Second Harvest Heartland offered unrestricted grants for the first time to agency partners. Vickie Abel applied for and received the maximum grant amount.
 - Funding for stocking the shelves comes entirely through donations from faculty, staff, students, alumni and community members. SMSU students continued to donate dining dollars to Mustang Market. These dollars have been helpful in ordering items that might not be available through Second Harvest. Support for Mustang Market has been overwhelming positive and donations both monetary and physical have been abundant. Mustang Market has benefited from crowdfunding campaigns, fundraising event partnerships (Pedal for a Purpose with the YMCA), individual donations of time and products, employee payroll donations, and an endowment.
 - In fall 2021, Mustang Market was designated to received HEERF funding. In 2021-2022, this funding was used to cover the cost of the graduate assistant since the primary duties for that role were related to Mustang Market. In 2022-2023, the funds were used in several ways. They funded Marshall Area Farmers

Market coupons. In September and October, students were given coupons totaling \$5 to be redeemed at farmers markets until the end of October allowing students access to fresh produce. Donation bins to be used around campus were also purchased with HEERF funds. The remaining money was used to purchase additional shelving and hygiene items (laundry detergent, etc.).

- With the approval of SMSU's Director of Facilities, Melissa Scholten submitted a grant application through Swipe Out Hunger to receive two small refrigerators and \$700 to use for non-perishable items for Mustang Market. Approval was needed as the CCCE space has HVAC issues related to being able to have larger refrigerators. Swipe Out Hunger was able to make the smaller refrigerators available due to a donation from LG. They were received in the fall semester and Abel plans to make regular use of them in 2023-2024. They were used very briefly in spring 2023 as an ice cream order was accidentally delivered to Mustang Market. Students appreciated the mistake and enjoyed picking up ice cream at the April market day.
- **Nutrition Network.** Nutrition Network has continued to meet monthly and has served as an ad hoc advisory group of volunteers. Input from the group has been invaluable in shaping the Mustang Market and navigating changes to the service. They will continue to be a valued source of feedback and suggestions.
- **Constitution Day Programming.** Constitution Day was Saturday, September 17, 2022 and programming was held Tuesday, September 13-Tuesday, September 20. Programming included, a Constitution display, the McFarland Library had the Constitution (in book form) and other library resources related to the Constitution on display. The CCCE had a Constitution Day window display and pocket-sized Constitutions and U.S. Constitution Crossword Puzzles available at tabling.
- **Mustangs Give: SMSU Day of Service.** SMSU hosted its second annual Mustangs Give: SMSU Day of Service on Wednesday, September 28, 2022. Projects were secured all over Marshall for volunteers to participate in and a couple of projects in Tyler and Russell were also included. In total, about 250 volunteers participated. The event is an annual event held during Homecoming week each year. It is an opportunity for our Mustang Family to volunteer and give back to the communities that we are proud to be a part. Our communities support us in many ways so this is just one opportunity for us to reach out and say thank you during our Homecoming week festivities.
<https://www.marshallindependent.com/news/local-news/2022/09/mustangs-give-back/>
- **Voter Education and Engagement.** Academic year 2022-2023 was an election year with midterm elections for Congressional seats and a gubernatorial race in Minnesota. In August 2022, grant applications opened via Lead MN for applications for election engagement. The CCCE director applied and received a grant of \$4000 to be spent on increasing voter engagement on-campus. Three student election fellows were hired and on boarded in September. The nonpartisan Fellows were paid \$20/hour. The fellows ran several events regarding voter registration, voter education, and get out the vote activities. Particular days were highlighted such as- National Voter Registration Day, Voter Education Week, Vote Early Day, Local Candidate Forums, and Legislative Candidate's Forum. The fellows provided excellent feedback to increase SMSU's efforts regarding voter engagement. The fellows were well-received by campus and their peers. The CCCE director has continued to participate in meetings for the MN Student Voting Coalition and hopes to have student fellows for presidential elections beginning in

spring 2023. There are still funds available from Lead MN that did not need to be returned that can assist with off-setting the cost of the fellows. At the time of writing, SMSU's NSLVE (National Study of Learning, Voting, and Engagement) report for the 2022 midterm elections were not yet available. An amendment will be added to this report when the report is available.

- **MN & IA Campus Compact Presidents' Awards and Campus Compact Newman Civic Fellow.** Each year, member campus recognize special achievements on campus and in community with the annual Iowa & Minnesota Campus Compact Awards. Iowa & Minnesota Campus Compact Presidents' Awards recognize outstanding contributions in civic and community engagement by students, faculty, staff, collaborative teams, and community organizations. The CCCE director organizes the nomination process at SMSU by gathering nominations and submitted them to the Office of President to be chosen by President Jayasuriya. Recipients are recognized at an annual award event. The 2023 event was held at St. Catherine's. 2023 award winners are listed below.
 - Presidents' Student Leadership Award: Valerie Messner
As the President of Enactus, a 501(c)(3) non-profit, student-led association, Valerie Messner has a grassroots, civic engagement approach to solving problems. Specifically, she works to identify problems or opportunities in the community using evidence-based approaches and community engagement. She works with community stakeholders, business leaders, non-profit leaders, and Enactus students to develop interventions leveraging social entrepreneurship. She is directly responsible for developing operational plans that address the daily operations of a significant project, Mindful Meals, that address disparities among social-economic classes of students, addressing malnutrition and mitigating academic achievement gaps.
 - Presidents' Community Partner Award: The Schwan's Company
The Schwan's Company has partnered with the SMSU Exercise Science program for 12 years in providing an experiential learning opportunity for the Exercise Science students. Students work with employees to complete fitness assessments, write individualized exercise prescriptions, and train these employees in exercise, healthy eating, goal setting, and stress management.
 - Presidents' Civic Engagement Leadership Award: SMSU Exercise Science Advisory Council
You have been nominated for your work as the SMSU Exercise Science Advisory Council bringing together the SMSU Exercise Science program and students with professionals in the community greatly enhancing civic engagement and experiential learning opportunities for students. The council's work has provided insight into how civic engagement opportunities can mesh with curriculum to provide excellent experiences for students.
 - Newman Civic Fellows-
 - 2022-2023- Ariet Cham- https://www.smsu.edu/today/articles/2022/03-09-2022_cham.html
- **Center for Civic & Community Engagement Advisory Group.** All work at the Center is guided by SMSU's Civic Action Plan and an interdisciplinary campus Advisory Group for Civic and Community Engagement, regularly affiliating with Student Affairs staff and community partners in the development of programs and delivery of services. The group continued to meet monthly during the academic year on the 3rd Friday of the month at 3pm and provided helpful guidance and ideas for the CCCE.

Graduate Assistant Accomplishments:

- As this was the second year Mustang Market did not have a VISTA overseeing the project, many duties related to the Mustang Market continued be allocated to the CCCE director and graduate assistant. The GA duties are noted below and significant focus was given to Mustang Market instead of focusing on other CCCE projects. The GA continued this year and did a great job in the role.
- **Mustang Market:** Completed inventory for Mustang Market, received Second Harvest order and donations, reviewed Second Harvest order, stocked items from order and donations, kept user spreadsheet updated, compiled monthly market surveys, and organized new user forms.

ASSESSMENT ACTIVITIES 2022-2023

Program 1

Students will access Mustang Market as needed and choose which food and resource items they need. Students will estimate how much the Mustang Market saves them on food/resources and how long the items will last them.

Select the LEP outcome(s) that is most accurately represented:

- Communicate effectively.
- Be creative thinkers able to identify, formulate, and solve problems using interdisciplinary perspectives.
- Be critical thinkers who evaluate information wisely and examine how assumptions and positions are shaped.
- Understand both physical and social aspects of the world and their place in it.
- Embrace the similarities among peoples and appreciate the diversity that enriches the human experience.
- Analyze moral judgments and engage in moral discourse.
- Practice responsible citizenship in their local and global communities.

X Other (Non-LEP Outcome Based)- Connect to Available Resources. Students will make use of resources available to them and determine which items are best suited. Students will also recommend improvements to resources.

Methods and Measures

Method. Organized monthly Mustang Market distributions during the 2022-2023 academic year.

Measures. Students were asked to fill out a brief survey after each market day. See attachments.

Findings

- The results were quantified based on the multiple-choice format. The results were positive from whether or not the food and resource pantry was beneficial student basic needs. Students also estimate how much the Mustang Market saves them on food/resources and how long the items will last them.

- Qualitative feedback was gathered for comments and suggestions.
- Verbal feedback indicates that most student view Mustang Market as a valuable resource.

Conclusions / Status

- Monthly Mustang Market distributions are very successful based on the responses from the surveys and conversations with students on each market day.
- With overwhelming positive responses from the surveys and conversations, Mustang Market will be continued in the future and changes will be made based on suggestions from the survey feedback.

Plans for the Upcoming Year

Director of Career Services and the Center for Civic & Community Engagement, Melissa Scholten, will continue in her role for the 2023-2024 academic year. Mustang Market duties have begun to shift to the Coordinator of Accessibility Services, Vickie Abel, and Scholten will continue to assist with questions and concerns as they arise. All other CCCE duties will remain with Scholten. Goals for Mustang Market remain in this report this year, but there may be goals Accessibility Services' report as well. There will be a new graduate assistant, Hameedah Owolabi, next year. The role will be shared by the Center for Civic & Community Engagement and Mustang Market. The office plans to continue many of the services currently offered and will assess the effectiveness of each during the 2023-2024 academic year. Specific plans are outlined in the sections below.

Electronic Resources:

- MustangsVolunteer (powered by Handshake) will continue to be promoted and shared across campus. Work will also continue to be done to train and support programs and faculty who would like to track service learning and/or internships using the Experiences module.
- Identify ways to streamline service learning.

Events/Programming:

- Assess effectiveness of current events (Part-Time Job & Volunteer Fair, Mustangs Give SMSU Day of Service, Constitution Day programming, voter engagement/education) and increase student/nonprofit organization attendance and student/faculty/staff participation.
- The CCCE director has continued to participate in meetings for the MN Student Voting Coalition and hopes to have student fellows in place for the presidential election beginning in spring 2023.
- Explore engaging activities such as the cooking course facilitated by Chartwells that was held during a Mustang Market day in fall 2019.
- Submit Hunger Free School designation.
- Continue to formally and informally assess and improve Mustang Market distributions for efficiency and dignity for student users.
- Identify ways to connect Mustang Market data to aggregate retention numbers.

Marketing/Publications:

- Continue to work closely with Marketing and Communications for Mustang Market materials including small calendar handouts.
- Create and publish a CCCE student quick guide.

Campus Collaborations:

- Continue current faculty and staff department collaborations and continue to foster new partnerships for faculty and staff engagement.
- Create annual report to share with campus community- faculty, departments, etc.
- CCCE Director met with Financial Aid Director to discuss plans for expanding community work study. Planning will continue for 2023-2024 with implementation targeted for 2024-2025.
- Identify ways to course designations for community-based learning.

Submitted by Melissa Scholten- 8.3.23

Supporting Documents-

Attachment A- ***Mustang Market Monthly Usage Statistics***

Attachment B- ***Mustang Market- Sample Postcard Survey Response- September 2022***

Attachment A- ***Mustang Market Monthly Usage Statistics***

2022-2023 Mustang Market Dates: 9/14, 10/12, 11/9, 12/14, 1/18, 2/24, 3/15, 4/19

- 9/14- Mustang Market- 96 students; 1470 lbs ~ 15.31 lbs/student
- 10/12- Mustang Market- 91 students; 1229.9 lbs ~ 13.51 lbs/student
- 11/9- Mustang Market- 69 students; 955.2 lbs ~ 13.84 lbs/student
- 12/14- Mustang Market- 44 students; 594.9 lbs ~ 13.52 lbs/student
- 1/18- Mustang Market- 84 students; 1165 lbs ~ 13.86 lbs/student
- 2/24- Mustang Market- 74 students; 865 lbs ~ 11.68 lbs/student
- 3/15- Mustang Market- 51 students; 677.8 lbs ~ 13.29 lbs/student
- 4/19- Mustang Market- 39 students; 578 lbs ~ 14.82 lbs/student

Attachment B- ***Mustang Market- Sample Postcard Survey Response- September 2022***

How much did the Mustang Market Save you?	Total	Percentage
\$0-\$5	0	0%
\$5-\$10	1	1%
\$10-\$15	7	8%
\$15-\$20	52	60%
More?	27	31%
Total	87	
How long will these items help sustain you?	Total	Percentage
1-3 days	1	1%
3-5 days	3	3%
1 week	11	13%
More than 1 week	72	83%
Total	87	
What best describes you?	Total	Percentage
Traditional Student	40	46%
Non-traditional student	6	7%
Transfer student	4	5%
Veteran student	0	0%
International student	34	39%
Grad student	3	3%
Other	0	0%
Total	87	
How did you hear about today's Mustang Market?	Total	Percentage
Poster	38	44%
Social Media	18	21%
Word of mouth	11	13%
Class announcement	20	23%
Total	87	
Is this your first time using the Mustang Market?	Total	Percentage
Yes	54	62%
No	33	38%
Total	87	

Where do you live?	Total	Percentage
On campus	54	62%
Off campus	33	38%
Total	87	
Notes	Suggestions	General Comments
	More seasonings please	Everything is good
	Fruit snacks	Thank you
	Microwaveable items	Helpful for lss
	Snacks	Thank you for having this market for students
	More lactose-free items	Great service
	More gluten-free items	Great service and products
	Milk powder, Milk	
	Coffee	
	bread and butter	
	non-dairy milk	
	Body lotion	
Do the hours the Mustang Market is currently open work for your schedule (1 Wednesday/month from 10am-2pm)?		
	Total	Percentage
Yes	57	51%
No	0	
Sometimes	4	6%
Total	61	
If this time does not work for you, when would you like the Mustang Market to be open?		
	Any week day	
	Between 9AM-4PM	
	10AM-4PM	
If this time does work for you, do you have any other suggestions about Mustang Market's availability or hours?		
	Noon	
	No, everything is good	
	1PM	
	No, this works great	
Please note any further suggestions for the Mustang Market. Thank you!		
	Everything is good	
	Thank you very much	
	It has saved me a lot of money as savings. Thank you!	
	Online order (students can order in advance, and can pick it up on market day) to avoid high traffic. Order&pickup	
	More vegan options	