BYLAWS OF
THE NEW LEGACY COMMITTEE,
A STANDING COMMITTEE OF THE
SIERRA COLLEGE ACADEMIC SENATE

ARTICLE I: PURPOSE
The purpose of the New Legacy Committee is to reverse the trend of historical
underrepresentation that exists for certain groups of students. Underrepresentation in higher
education refers to those racial and ethnic populations that are underrepresented relative to their
numbers in the general population. Historically underrepresented students are measured by
looking at ten-year trend rates for students from underrepresented groups. Data currently shows
that historically underrepresented students include, but are not limited to, Black/African
American, Chicano/a, Mexican American, Latino/a, and Native American/Alaska Native
students. The committee will oversee the Puente and Umoja programs, provide new and ongoing
training for staff and students related to increasing access and retention and success rates for
historically underrepresented students, as well as administer other services, events, and activities
that aim to:

- Increase English A and 1A course completion rates for historically underrepresented
  students.
- Increase Math 581, 582, A, and D course completion rates for historically
  underrepresented students.
- Increase the historically underrepresented student participation and completion rates in
career technical education programs.
- Increase the number and percentage of AA/AS degrees granted to historically
  underrepresented students.
- Increase the transfer rates for historically underrepresented students.
- Meet the Student Success Committee (matriculation) goals for historically
  underrepresented students.
- Increase overall access and retention and success rates for historically underrepresented
  students.
- Increase staff and student participation campus-wide in the New Legacy Beyond
  Diversity Workshop, Umoja state training, Puente state training, and/or other professional
  trainings related to increasing access and retention and success rates for historically
  underrepresented students.
- Create a more welcoming and inclusive campus environment that supports the needs of
  historically underrepresented students and allows all students and staff opportunities to
  learn about and become more active in diversity and equality issues on campus.

ARTICLE II: MISSION
The mission of the New Legacy Committee is to create a Sierra College campus
community and learning environment committed to increasing access as well as success,
retention, transfer and goal attainment rates for historically underrepresented students. The New
Legacy Committee utilizes a data-driven, accountability-based approach to intentionally and
deliberately target and implement strategies to improve historically underrepresented student success.

ARTICLE III: MEMBERSHIP AND OFFICERS
The membership of the New Legacy Committee shall include:
1. Faculty: Seven (7) Full-Time and Three (3) Part-Time faculty representatives, appointed by the Academic Senate;
2. Classified: Two (2) Classified representatives, preferably including one (1) Research Specialist from the Research Department, appointed by the Classified Senate;
3. Management: Two (2) management representatives, appointed by the Management Senate;
4. Students: Two (2) students, appointed by the Associated Students of Sierra College, preferably including a student representing Umoja and a student representing Puente;
5. Other: In addition to the aforementioned members, the New Legacy Committee shall appoint at least one (1), but not more than three (3), members from the community at large. When possible, the New Legacy Committee shall appoint at least 1 community member representing Black/African Americans, at least 1 community member representing Chicano/as, Mexican Americans, and Latino/as, and at least 1 community member representing Native American/Alaska Natives.

Officers shall be elected by the New Legacy Committee from the pool of members above, and shall include the following positions:
1. Chair (must be full-time faculty)
2. Co-Chair (must be faculty)
3. Puente Officer
4. Umoja Officer
5. Secretary
6. Research Specialist
7. Newsletter/Website Editor
8. Scholarship Specialist

Members may serve in multiple officer positions, but it is not encouraged. Multiple members may share the duties of one office if the committee deems it appropriate. Officers are expected to report out at each meeting.

ARTICLE IV: MEMBER AND OFFICER TERMS
New Legacy Committee members, including officers, shall serve a two-year term, commencing on July 1, and expiring on June 30. Members and officers may serve consecutive terms.

Any member or officer wanting to be removed from the committee shall notify the Chair or Co-Chair immediately. If a committee member is absent from two (2) or more meetings in a given semester or three (3) or more meetings in a given academic year, the committee may seek a replacement member from the appropriate senate or community at large. Any mid-term member vacancies must be immediately reported to the appropriate senate for replacement. Any replacement member will serve until the expiration of the original term, at which point the
member may be appointed again by the appropriate senate. A mid-term officer vacancy must be filled immediately. The committee shall elect another member of the committee to serve the office at the meeting immediately following the announcement of the vacancy.

Members shall be requested from the appropriate senate no later than April 10 prior to the commencement of the new term. Officers shall be elected by the New Legacy Committee no later than the last meeting of the academic year prior to the commencement of the new term.

ARTICLE V: MEETINGS, QUORUM, AND VOTING RIGHTS
The New Legacy Committee shall meet at least four (4) times per semester, excluding summer.

A quorum must be established before decisions are made, although discussion can take place prior to reaching quorum. Quorum shall consist of 50% +1 of the faculty members (6 faculty members) and 2 non-faculty members.

All members of the New Legacy Committee shall have a vote. However, per Academic Senate Standing Committee Parameters, at no time can the number of non-faculty voting members exceed the minimum faculty quorum number (6). In the event there are more than 6 non-faculty voting members present during a vote, the non-faculty members will need to immediately appoint a maximum of 6 members to vote. When possible, the voting members of the non-faculty must include at least 1 classified, 1 management, 1 student, and 1 community member. No act or decision of the New Legacy Committee shall be official unless approved by a majority (greater than 50%) of the members at a meeting where a quorum existed.

ARTICLE VI: INFORMATION DISTRIBUTION
An agenda shall be distributed to the campus and the Secretary of the Academic Senate no later than Wednesday prior to the meeting day. Approved recollections shall be distributed to the Secretary of the Academic Senate and posted publically no later than 7 days after approval. In cases involving confidentiality, names and identifying information shall be omitted but the generalities of the issue or case, process for addressing it, and criteria used in making the decision shall all be recorded. This process will ensure information dissemination and documentation of processes along with historical evidence regarding committee functions and decisions.

ARTICLE VII: ACCOUNTABILITY
Goals of the committee for each semester shall be created by the committee and submitted to the Academic Senate for review. Select officers and members, as well as faculty and students involved in the Puente and Umoja programs and the New Legacy courses, shall contribute written reports to the New Legacy Committee once each year prior to the first meeting in August. The reports must include success and retention data from the Research Office, New Legacy Student Evaluations, New Legacy Faculty Evaluations, New Legacy Puente and Umoja Coordinator Evaluations, and any other information about the previous academic year's
successes and areas for improvement deemed necessary by the committee that will be useful when determining goals for the current year.

At the first meeting of the academic year, the committee must review and discuss the reports and evaluations. Goals and strategies (including Puente, Umoja, and all other New Legacy-related activities and services) for the academic year must be established no later than the second meeting of the academic year.

The New Legacy Committee shall schedule and present annual accountability reports to the Academic Senate. Information provided will serve as an opportunity to:
   a. report on the status of reversing trends of underrepresentation among the identified historically underrepresented student groups,
   b. solicit critical and essential feedback from the Academic Senate, and
   c. solicit continued support from the Academic Senate.

ARTICLE VIII: SUB-COMMITTEES
The New Legacy Committee may appoint as many sub-committees as it deems advisable to fulfill its duties.

ARTICLE IX: RECOMMENDED MINIMUM QUALIFICATIONS FOR NEW LEGACY INSTRUCTIONAL AND COUNSELING FACULTY

New Legacy Instructional Faculty are those persons assigned to teach courses specifically designated for Puente, Umoja, or general New Legacy students including, but not limited to, Personal Development, English, Mathematics, History, Social Sciences, and Computer Information Systems. New Legacy Counseling Faculty are those persons assigned to serve as certificated counselors for Puente, Umoja, and/or general New Legacy students. In addition to the minimum qualifications required of all instructors in a given discipline and all counseling faculty, the New Legacy Committee recommends to the District that New Legacy Instructional and Counseling Faculty:
   a. Complete the “New Legacy Beyond Diversity Workshop” prior to instructing/counseling in the Sierra College Umoja or Puente Programs and prior to instructing courses designated specifically as New Legacy courses or being designated as a New Legacy counselor.
   b. Complete the Umoja state training prior to instructing or counseling in the Sierra College Umoja Program.
   c. Complete the Puente state training prior to instructing or counseling in the Sierra College Puente Program.
   d. Complete both the Umoja and Puente state trainings prior to instructing courses designated specifically as New Legacy courses or prior to being designated as a New Legacy counselor.

In the event an instructor or counselor is not available with the above qualifications, the New Legacy Committee recommends to the District that New Legacy Instructional and Counseling
Faculty be given one (1) year to complete the “New Legacy Beyond Diversity Workshop” and the Umoja and/or Puente state trainings AND satisfy at least one (1) of the following:
1. Completed a minimum of nine (9) semester units of college coursework including curriculum primarily related to Black/African Americans, Chicano/as, Mexican Americans, Latino/as, and/or Native Americans/Alaska Natives.
2. Have two (2) years of occupational experience directly instructing or counseling predominantly Black/African American, Chicano/a, Mexican American, Latino/a, and/or Native American/Alaska Native students.

ARTICLE X: AMENDMENTS
These bylaws may be amended by a vote of sixty percent (60%) of all New Legacy Committee members, including at least 7 faculty members and no more than 7 non-faculty members.

CERTIFICATION
The undersigned attest that these bylaws were duly approved by the New Legacy Committee members and shall take effect the 8th day of February, 2013.

Jeff Katcher

Mary Lynn Delo

Maria Magallanes

Paul J. Neil

Alistair Turner

Melissa Primzing

M. Fajian

Robert Allen

David J. Butler

Dr. Joho