**ISP ####**

**Faculty-Authored Text Adoption**

**PURPOSE**

Establishes guidelines for use and sale of faculty-authored texts.

**SUMMARY**

Because of the potential conflict of interest when an instructor assigns a text from which s/he will profit, all faculty-authored texts will be reviewed by the department chair and dean (or director/supervisor) before it is adopted for use.

**STANDARD**

1. A faculty-authored text is defined as a full-length work that has been written by a faculty member currently teaching at Clackamas Community College. This does not include worksheets, handouts, or Open Education Resources. This standard applies to all such texts whether they have been self-published (printing costs borne by the author) or released by an outside academic publisher.
2. All faculty-authored text adoptions must also comply with the Textbook and Instructional Materials Adoption Regulation Standard.
3. All faculty-authored texts will be sold in the College Bookstore.
4. The department chair and dean (or director/supervisor) will examine the text prior to adoption to determine text quality and copyright compliance and ensure that the adoption is ethical and shows no conflict of interest.
5. The department chair and/or supervisor and the instructor will establish a market price that insures that the instructor recovers production costs and makes a reasonable profit.

**APPROVALS**

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| College Council | January 16, 2009 |
| College Council | February 1, 2002 |
| Instructional Council | September 1, 1992 |