

ISP 166

Program Amendment

PURPOSE

Establishes requirements for amendments to programs. Programs are defined as Career Technical Education (CTE) degrees (ex: AAS or AAS Option), certificates (ex: Career Pathway Certificate, One-year Certificate), and transfer degrees (ex: AS, AAT, AST).

SUMMARY

A program must be amended for reasons including, but not limited to, a change in course credits, curriculum updates, or a program title change.

STANDARD

- A) All program amendments require Curriculum Office, Department Chair, Dean, and Curriculum Committee approval. Community Colleges and Workforce Development (CCWD)/Higher Education Coordinating Commission (HECC) and Northwest Commission on Colleges and Universities (NWCCU) approvals are obtained as required.
- B) All program amendments must be submitted through the [Program Management](#) system.
- C) Amended programs must meet all Clackamas Community College (CCC), CCWD/HECC and NWCCU requirements.
- D) Course changes that lead to a program amendment need to be approved by Curriculum Committee prior to or at the same time as program amendment approval.
- E) Program amendments that affect other programs, such as related programs, need to be approved by Curriculum Committee prior to or at the same time as program amendment approval.
- F) The Curriculum Office is responsible for updating CCWD/HECC, NWCCU, and Graduation Services about approved program amendments.
- G) Program amendments can be offered in the academic year following final approval.
- H) Supporting ISPs:

[ISP 181 Related Instruction](#)

[ARC 300 Credit Load Policy](#)

[ARC 300P Credit Load Procedure](#)

[ISP 196 Career and Technical Education \(CTE\) Program Advisory Committee Policy](#)

[ISP 196P Career and Technical Education \(CTE\) Program Advisory Committee Procedure](#)

[ISP 471 Courses repeatable for additional credit](#)

[ISP 471A Courses Repeatable for Additional Credit List](#)

[ISP 161 Course Creation, Edits, Inactivation, and Reactivation Policy](#)

[ISP 261 Fulfilling Math Requirements in Career and Technical Degrees or Certificate Programs Policy](#)

REVIEW HISTORY

ISP Committee	Reviewed	May 8, 2026
ISP Committee	Adopted	May 14, 2021
College Council	Reviewed	May 7, 2021