1. Call to Order

2. Approve May 6, 2008 minutes

3. Farewell to outgoing members: Elizabeth Dodd, Dawne Martin, David Pacey, Mohan Ramaswamy
   Introduction of new members: David Rintoul, Scott Hendrix, John Devore, Michelle Turvey-Welch, Andrew Huschka

4. Course and Curriculum Changes
   A. Undergraduate Education
      1. Approve the following course changes as approved by the College of Arts and Sciences on April 17, 2008:

      Journalism and Mass Communications
      Change:
      MC 630 382 Public Relations Case Studies
      MC 705 539 Fund Raising by in Non-Profit Organizations

      2. Approve the following course and curriculum changes as approved by the College of Engineering on April 25, 2008:

      COURSE CHANGES
      Department of Architectural Engineering and Construction Science
      Changes to:
      ARE 311 CAD in Engineering and Construction

      New:
      ARE 310 Introduction to AutoCAD
      CNS 542 Ethics and Professional Standards

      Department of Computing and Information Sciences
      Changes to:
      CIS 540 Software Engineering Project I
      CIS 543 Software Engineering Design Project
      CIS 560 Database System Concepts
      CIS 562 Enterprise Information Systems

      Department of Chemical Engineering
      Changes to:

      Drop:
      CHE 354 Engineering Materials Laboratory

      General Engineering
      Changes to:
      DEN 330 Basic Geometric Dimensioning and Tolerancing I Drawing Interpretation
      DEN 431 Intermediate Basic Geometric Dimensioning and Tolerancing II
      DEN 432 Advanced Geometric Dimensioning and Tolerancing III
      DEN 308 310 Problems Project Management for Engineers and Technical Professionals
Department of Electrical and Computer Engineering
Changes to:
EECE 540 410 Circuit Theory
EECE 544 441 Design of Digital Systems
EECE 525 Electronics I

Department of Industrial and Manufacturing Systems Engineering
Changes to:
IMSE 201 Introduction of Industrial Engineering
IMSE 541 Statistical Quality Control
IMSE 555 Industrial Facilities Layout and Design
IMSE 563 Manufacturing Processes Engineering
IMSE 580 Manufacturing Systems Design and Analysis
IMSE 591 Senior Design Project I
IMSE 592 Senior Design Project II

CURRICULUM CHANGES:
Department of Architectural Engineering and Construction Science
Changes:
• Architectural Engineering: Drop ENVD 205 and Free Elective (3). Add ARE 310 and Free Elective (4).
• Construction Science and Management: Drop ENVD 205. Add ARE 310 and CNS 542.

Department of Computing and Information Sciences
Changes to:
• Reordering of courses in the Bachelor of Science in Information Systems (see pages 12-13 of white sheets for details)
• Reordering of courses in the Bachelor of Science in Computer Science – CS option (see pages 14-15 of white sheets for details)
• Reordering of courses in the Bachelor of Science in Computer Science – SE option (see pages 16-17 of white sheets for details)

Department of Chemical Engineering
Changes to:
• The Bachelor of Science in Chemical Engineering (footnotes on page 199 in undergraduate catalog). See pages 19-20 of white sheets for further details.

Department of Electrical and Computer Engineering
Changes:
• Reordering of courses in the Bachelor of Science in Computer Engineering (see pages 30-32 of white sheets for details)

B. Graduate Education – Approve the following course and curriculum changes as approved by the Graduate Council on May 6, 2008:

COURSE CHANGES
Changes:
ENGL 795 Literary Criticism
MC 625 Media Relations
MC 645 Public Relations Campaigns
MC 665 Managing Integrated Strategic Communications
MC 710 History of Mass Communications
MC 720 Ethics in Mass Communications
MC 725 International Communications
MC 730 Seminar on Issues in the Media
MC 740 Colloquium in Mass Communications
MC 765 Communication Theory
MC 770 Professional Journalism Practicum
CIS 625 Concurrent Software Systems
IMSE 605 Advanced Industrial Management
IMSE 610 Occupational Safety Engineering
IMSE 625 Work Environments
IMSE 633 Production Planning and Inventory Control
IMSE 641 Quality Engineering
IMSE 643 Industrial Simulation
IMSE 662 Computer Aided Manufacturing
IMSE 760 Stochastic Calculus Financial Engineering
IMSE 805 Management of Research and Engineering
IMSE 806 Engineering Project Management
IMSE 841 Advanced Topics in Quality Engineering
IMSE 842 Reliability Theory I
IMSE 850 Ergonomics (Human Factors) Engineering
IMSE 822 Advanced Engineering Economy
IMSE 890 Applied Methods in Industrial Engineering II

New:
AMETH 650 Seminar in American Ethnic Studies
AGCOM 610 Crisis Communication
ENGL 703 Critical Approaches to Children’s Literature
ENGL 797 Professional Writing Internship
MC 662 International and Intercultural Public Relations
MC 682 Seminar in Public Relations
MUSIC 638 Concert and Ethnic Percussion Techniques
MUSIC 639 Jazz and Marching Percussion Techniques

Drop:
IMSE 820 Intelligent Manufacturing Systems
MC 715 History of Electronic Media

CURRICULUM CHANGES
Changes to the:
Master of Accountancy Students GPA Policy
Concurrent B.S./M.S.I.E. Degree

New:
Human Ecology Doctorate Option: Personal Financial Planning (Attachment 2)

C. General Education – Approve the following course changes as approved by the UGE Council on May 19, 2008:

Add:
♦ ENGL 285 Introduction to American Ethnic Literatures
♦ ENGL 386 African American Literatures
♦ ENGL 387 American Indian Literatures
♦ ENGL 388 Asian American Literatures
♦ ENGL 389 Latina/o Literatures
♦ PSYCH 370 Brain and Behavior

Change:
♦ ENGL 385 Selected American Ethnic Literatures
♦ POLSC 110 Introduction to Political Science
5. Graduation list changes
   A. Approve the following addition to the May 1996 graduation list:
      Chris M. Curtin, Bachelor of Science, College of Arts and Sciences

6. Committee Reports
   A. University Library Committee – Michelle Turvey-Welch
   B. Committee on Academic Policy and Procedures (CAPP) – Doris Carroll
   C. General Education Task Force – Melody LeHew
   D. Student Senate – Andrew Huschka

7. Old Business
   A. Plagiarism Definition – Elizabeth Dodd, Attachment 1

8. New Business
   A. Appointment of Laser Project steering committee Representative
   B. Appointment of CAPP alternate
   C. 2008-2009 Co Chair for Academic Affairs

9. For the good of the University

10. Adjourn
Appendix F, Section A. Cheating: Plagiarism

1. Definition of Plagiarism.

Plagiarism is taking credit for someone else’s ideas, work, or words. In a university setting, it means submitting academic, scholarly, or literary work in which you either claim or imply the material to be your own, when that is not the case. Webster’s New Collegiate Dictionary, eleventh edition, defines plagiarism simply: “to steal and pass off the ideas or words of another as one’s own without crediting the source” (2003).

2. Avoidance of Plagiarism.

In practical terms, plagiarism could include:

- Buying a term paper, or copying another person’s paper, even if she or he gives you permission.
- Cutting and pasting information from the Internet into your own paper without properly identifying it as a quotation and properly attributing the source.
- Using someone else’s concept and presenting it as if it is your own original creativity, without acknowledging the source of the idea.

While some acts of plagiarism are obvious attempts to deceive, like buying a term paper, others result from sloppy scholarship or failure to follow proper format for crediting sources. For example:

- If you copy directly from another source and acknowledge it in your bibliography or list of works cited, yet fail to put it in quotation marks, this is plagiarism. The reason is because, although you have indicated that the idea is someone else’s, the lack of quotation marks implies that the words are your own.
- Paraphrasing is summarizing a source so that you have re-written the material in your own words but maintained the original author’s ideas. When you paraphrase, you do not need to put the words in quotation marks, but you do need to properly attribute the original source. Paraphrasing does not mean simply changing one or two words, or leaving out a sentence, while the rest remains the same. Even if you identify the original author, but have used faulty paraphrasing that retains too much of the original, the result is inadvertent plagiarism.
- If you use another researcher’s specific methodology, you should acknowledge doing so. While some research protocols are widespread and general enough to need no citation, if the protocol, analysis, or technique can be attributed to a specific publication it should be cited.


Different departments and disciplines may have specific guidelines and standards for how to properly acknowledge and document sources. For example, some departments will require students to use a certain
citation format, such as MLA, APA, or CMS. If instructors or departments have specific requirements concerning citation or paraphrasing, it is their responsibility to make these requirements clear to the students. If students have any question about how to properly attribute work, it is their responsibility to ask the instructor. Departments that encourage collaborative learning and scholarship should make clear to students what constitutes fair academic collaboration, and what constitutes academic dishonesty.

4. Academic Community.

The ethical standards outlined above apply throughout the academic community. These guidelines apply to faculty and research assistants in their possible use of students’ and colleagues’ research and ideas, as well as to students’ use either of source materials and authorities or of other students’ ideas and work.