

The Fu Foundation School of Engineering and Applied Science (SEAS) at Columbia University requires students to read, understand, and sign in agreement to the following codes and standards set forth to encourage civility, academic honesty, and standards to which foster informed members of the Columbia University community as it relates to the following University policies and regulations.

Adopted from the School of General Studies at Columbia University, “*Respect for the Columbia community and its rules as well as respect for the rights of others are standard. The School expects that in and out of the classroom, on and off the campus, each student will act with civility. Freedom of expression is an essential part of University life, but it does not include intimidation, belligerence, threats of violence, or the inducement of others to engage in violence or in conduct that harasses or is disrespectful of others. Conduct that threatens, harasses, or denigrates others for any reason is unacceptable. Proper social conduct includes not only civil behavior in interacting with members of the University community both within and outside of the classroom, but also respect for University facilities and property.*”

Students and members of the Columbia University community should familiarize themselves with the Rules of University Conduct as stated in F.A.C.E.T.S.: <http://www.columbia.edu/cu/facets/>. The following serves as an overview, but are not limited to the types of violations that can occur:

- Uses words or conduct that places another in danger of bodily harm or attempts to cause physical injury to another person
- Misappropriates, damages, or destroys books or scholarly materials or any other property belonging to the University, or to another party...causes or threatens substantial educational, administrative, or financial loss
- Conduct that interferes, or attempts to prevent passage within, or use of a University facility
- Enters or remains in a University facility, or private office without authorization
- Conduct or noise that hinders or interrupts a University function
- Illicitly, or attempts to use, or makes threats with a firearm, explosive, dangerous or noxious chemical, or other dangerous instrument or weapon
- Failure to self-identify, or obey the reasonable orders, or disperse from assembly when requested to do so by a properly identified delegate of the University, or prevents such delegate from the discharge of official responsibilities
- Aids and abets others or group in violation of University Rules.
- Misuses the Columbia University email or network: to send unsolicited, mass email, or exchange unlicensed or pirated programs, software, and viruses.

Furthermore, Columbia University’s Equal Opportunity and Nondiscrimination policies, as stated in F.A.C.E.T.S., serve as a reminder that Columbia University is “committed to providing a learning environment free from unlawful discrimination and harassment and to fostering a nurturing and vibrant community founded upon the fundamental dignity and worth of all its members” (p. 77). The following serves as an overview, but not limited to, the definitions of discrimination, discriminatory harassment, and sexual harassment:

*Discrimination* is defined as:

- Treating members of a protected class less favorably because of their membership in that class; or having a policy or practice that has a disproportionately adverse impact on protected class members.

*Discriminatory Harassment* is defined as:

- Substantially interfering with an individual’s educational experience by subjecting to severe threatening conduct, or to repeated humiliating or abusive conduct, based on membership to a protect class.

*Sexual Harassment* is defined as:

- Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

*Academic Integrity:*

Adapted from the Columbia University Fu Foundation School of Engineering and Applied Science Bulletin: *“Because intellectual integrity is the hallmark of educational institutions, academic dishonesty is one of the most serious offenses that a student can commit at Columbia. It is punishable by suspension or dismissal from the School.”*

According to the Honor Code of Emory College, a writer's facts, ideas, and phraseology should be regarded as his property. Any person who uses a writer's ideas or phraseology should also give due credit. Not to do so is to plagiarize, to intentionally or unintentionally appropriate the ideas, language, key terms, or findings of another without sufficient acknowledgment that such material is not one's own. (<http://www.emory.edu/COLLEGE/students/honor.html>)

As the Modern Language Association defines this transgression: Using another person's ideas or expressions in your writing without acknowledging the source constitutes plagiarism. Derived from the Latin *plagiarius* ("kidnapper"), plagiarism refers to a form of intellectual theft. . . . In short, to plagiarize is to give the impression that you wrote or thought something that you in fact borrowed from someone, and to do so is a violation of professional ethics. (Joseph Gibaldi, *MLA Style Manual and Guide to Scholarly Publishing*. 2nd. ed., New York: MLA, 1998: 151).

In making clear Columbia's policy on plagiarism, it is not feasible to include here all the various forms that plagiarism might take. It is useful, however, to list several obvious varieties in order to dispel confusion about actions that the School will not tolerate:

1. Submitting essays, or portions of essays, written by other people as one's own;
2. Failing to acknowledge, through proper footnotes and bibliographic entries, the source of ideas essentially not one's own, this includes resources from the Internet, other classes, etc.
3. Failing to indicate paraphrases or ideas or verbatim expressions not one's own through proper use of quotations and footnotes;
4. Submitting written work for one course to a second course without having received prior permission from both instructors;
5. Collaborating on an assignment or examination without specific permission from the faculty member to do so; as well as failing to indicate when/if collaboration had occurred.
6. Selling of notes, syllabi, or papers;

Cheating is another type of academic dishonesty that will not be tolerated.

*Ignorance is no excuse for academic dishonesty.* If questions arise concerning proper use of quotations, footnotes, or bibliographies, the student should contact the instructor. Seeking informed advice from a faculty member is the best way to avoid confusion about matters that can be complicated.

Further information about policies and procedures can be found in the Fu Foundation School of Engineering and Applied Science Bulletin. (<http://www.engineering.columbia.edu/bulletin/>)

---

As a member of the Columbia University and Fu Foundation School of Engineering and Applied Science Communities, I have read and understand the importance of this Code of Academic Integrity. My signature below indicates my acceptance of this code and the responsibilities it entails.

Print Name:

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE INITIAL

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_