



**Course Syllabus: Engineering Graphics**  
College of Science, Math and Engineering  
MENG 1132  
Fall 2023

Contact Information

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Course Description

Computer-aided design and problem solving. Use of solid modeling to work with the concepts associated with the design of machine elements such as nuts, bolts, chains and gears.

Textbook & Instructional Materials

Introduction to Solid Modeling Using SolidWorks 2022, by Howard and Musto, McGraw-Hill.

REFERENCE TEXTBOOK

Technical Drawing with Engineering Graphics, Giesecke, et al., Prentice Hall

Student Handbook

Refer to: [Student Handbook 2017-18](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

Grading

The final grade for the course will be based on the scores earned in the two mandatory exams, the mandatory comprehensive exam, the average score earned in the quizzes and in the homework, and the average score earned in the semester project. The first exam contributes 20%, the second exam contributes 20%, the comprehensive exam contributes 20%, quizzes and homework average contributes 20%, and semester project contributes 20%, for a total of 100%.

Table 1: Points allocated to each.

Assignments	%
Project Presentation	10
Homework	20
First Exam	20
Second Exam	20
Project Paper	10
Final Exam	20
Total Percent	100

Table 2: Total points for final grade.

Grade	%
A	90 - 100
B	80 to 89
C	70 to 79
D	60 to 69
F	Less than 60

### Homework

All homework assignments will be due at the beginning of the class period listed as the due date. Once class starts, no homework will be accepted. Printing issues are not a valid excuse for late homework. Print at home or the student center, library, or in the lab. Bring a digital device (flash drive, smart phone, etc.) with storage capability to each class and save all classwork at least until final grades are posted. Save files often; issues with saving materials are not a valid excuse for late homework.

### Exams

You are expected to take all exams on the scheduled date and time. However, if for some acceptable reason you are not able to do so, then you must inform the instructor in advance. The instructor will then decide whether you will be allowed to take a make-up exam, depending on the validity of your excuse.

### Projects Required

A semester project with PPT presentation will be assigned at the beginning of the semester. Details regarding the project will be given in class.

### Important Dates

Last day for term schedule changes: [Click here to enter appropriate date.](#) Check date on Academic Calendar.

Deadline to file for graduation: [Click here to enter appropriate date.](#) Check date on Academic Calendar.

Last Day to drop with a grade of "W:" [Click here to enter appropriate date.](#) Check date on Academic Calendar.

Refer to: [Drops, Withdrawals & Void](#)

### Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

### Attendance

Students are expected to attend all meetings of the classes in which they are enrolled.

### Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

### Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

### Services for Students With Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to <http://www.mwsu.edu/student-life/disability>.

### College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

## Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

## Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

### Links to the grade appeal and academic honesty checklists

These checklists are available on the MCOSME website and provide information on the process for grade appeals or appeals of academic honesty sanctions. The [Grade Appeal Checklist](#) provides the timeline for appealing from the instructor to the next in line (dean of the college). The [Academic Honesty Checklist](#) describes the timeline for appealing from the instructor to the next in line (chair of department) and who must be notified of academic honesty infractions.

In addition to using and linking to the checklists, I recommend that your syllabus a) clearly list the sanctions you impose for violations of the academic honesty policy (a zero on the assignment? An F in the course?), and b) your grade calculation with accompanying grade scale (percent needed for A, B, C, D, F). Having these two items in your syllabus is helpful in the event of a student appeal.

### Campus Carry and Active Shooter

The Provost provided two statements you may use in your syllabi concerning the challenging situations of campus carry and active shooter. These statements align with legal guidance through the Texas Tech University System. You are not required to include a statement in your syllabus, but these options are available should you wish to do so.

#### **Campus Carry**

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

#### **Active Shooter**

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [Safety / Emergency Procedures](#). Students are encouraged to watch the video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: ["Run. Hide. Fight."](#)