

## **MEMORANDUM**

**DATE:** 14 January 2008

**TO:** All Members of The Citadel Family

**SUBJECT:** Sexual Harassment and Discrimination

Eliminating sexual harassment and discrimination on The Citadel campus is a high priority for the college's administration. Consequently, I anticipate that all members of the college community will be aware of the items listed below and respond accordingly in the event of a situation:

- Memorandum 15, "Sexual Harassment," dated 30 August 2002, accessible via the college's website at <http://www.citadel.edu/hr/orders/>, is a comprehensive document that I urge you to read and understand. If you do not have Internet access, your supervisor will provide a copy to you.
- If you believe you are a victim of sexual harassment or discrimination from supervisors, peers, co-workers, or students, you have a responsibility to make it clear that such behavior is unwelcome and offensive, and that it violates The Citadel's policy. If you observe or experience sexual harassment or discrimination, you should report it to the appropriate supervisor and/or the Title IX Coordinator, Mrs. Bridgette Beasley, Deputy Director of Human Resources, (Ext. 3-6989).
  - Assisting the Title IX Coordinator are Mrs. Janet Shealy, Sexual Assault Prevention and Response Coordinator (Ext. 3-7277), and Lieutenant Colonel Kevin Dopf, Assistant Commandant for Coeducation/Administration (Ext. 3-6707). Major Robert Pickering, Ombudsman (Ext. 3-5096), and Colonel John Carter, Ombudsman (Ext. 3-7953), are also available to assist you in this area.
- Communications with any of the above staff will be kept confidential within the purview of the law.
- Any retaliation for reporting an act of sexual harassment or discrimination will not be tolerated.

Each of us can play a role in removing sexual harassment and discrimination from our campus. I thank each of you for what you are doing to help in this endeavor.

John W. Rosa  
Lieutenant General, USAF (Retired)  
President