

THE CITADEL
The Military College of South Carolina
171 Moultrie Street
Charleston, SC 29409

MEMORANDUM
NUMBER 6-428

24 July 2019

CAMPUS EVENT SECURITY SCREENING POLICY

1. PURPOSE

The Citadel Department of Public Safety plans and implements appropriate safety protocols for all events taking place on campus. This policy's purpose is to ensure necessary safety and security precautions for screening individuals entering events on campus. In coordination with campus departments, the Department of Public Safety will enforce the following rules and restrictions. It covers the use of walk-through metal detectors (including magnetometer machines and hand-held wands), as well as bags and items prohibited from entry into campus events.

2. REFERENCE

S.C. Code Ann. § 13-7-160

S.C. Code Ann. § 16-23-10, 210, 480, 710, 730

S.C. Code Ann. § 16-25-10

S.C. Code Ann. § 59-116-10, *et. seq.*

3. DEFINITIONS

- A. Campus Property: Any property owned, leased or controlled by The Citadel.
- B. College Event: An event organized, requested, scheduled, and supervised by one or more employees, students or anyone associated with The Citadel, The Citadel Foundation, The Brigadier Foundation or The Citadel Trust.
- C. Contraband: Tangible property which is unlawful to possess.
- D. Event: Any occurrence at a given location for some defined period including a planned gathering of 15 or more persons.
- E. Magnetometer: An instrument used to detect the presence of a metallic object or to measure the intensity of a magnetic field.
- F. Metal Detector: An instrument used to detect the presence of a metallic object that can be a walkthrough portal or a handheld device.

- G. Non-affiliated Event: Any event or gathering organized, requested, or scheduled by non-Citadel individuals. Anyone wishing to use any campus facility for hosting a non-affiliated event must have an on-campus point of contact (e.g. Event Management).

4. POLICY

A. Stadium and Arena Events.

Metal detection will be used at all ticketed sporting events held at Johnson Hagood Stadium and McAlister Field House, and may be used for other events held in the Johnson Hagood stadium or in McAlister Field House as determined on a case-by-case basis. The Citadel Department of Public Safety will perform a threat and vulnerability assessment to determine whether metal detectors will be deployed as part of the overall security footprint.

It is important to note that there is no hard-and-fast rule with respect to all events, and decisions will be made by the Department of Public Safety on the basis of all the facts and circumstances, including (but not limited to) the expected crowd size, availability of alcohol, other security measures to be used (clear bags, barricades, bike rack removal, tactical deployment, etc.), and any identifiable risk or threat.

B. Other On-Campus Events.

Metal detectors may be used at other large-scale and/or higher-risk events as determined by The Citadel Department of Public Safety based on the threat and vulnerability assessment, which will include the feasibility of deploying metal detectors at the specific time and place. Higher-risk events may include the presence of political figures, heads of state, or controversial speakers with a history of violent followers. When planning any special event on campus, either the Campus Event Coordinator (for a Citadel affiliate) or the Point of Contact (for non-affiliated events) must contact the Department of Public Safety regarding security requirements at least two weeks in advance and a threat and vulnerability assessment will be made. Based on its assessment, The Citadel Department of Public Safety will make a recommendation on the utilization of metal detectors.

C. Mandatory Screening.

When the Department of Public Safety has determined that metal detectors will be utilized for an event, all persons entering the event or screened area must be screened, unless the Chief of Police or designee has issued the person a credential allowing them to bypass screening. A person who has a medical condition that puts them at risk for magnetic screening (e.g., a pacemaker) may be searched by pat-down upon request.

D. Attendees at any public campus event, excluding parades, will be permitted to carry only the following items into the venue and/or event.

1. Approved Bags and items:

- a. Clear plastic, vinyl or PVC bags that do not exceed 12" x 6" x 12" – A logo no larger than 4.5" x 3.4" can be displayed on one side of a permissible clear bag,
- b. One-gallon clear plastic freezer bag (Ziploc bag or similar),
- c. Small clutch bags no larger than 4.5" x 6.5" – approximately the size of a hand, with or without a handle or strap,
- d. Medically necessary items (after proper inspection), and
- e. Diaper Bags (after proper inspection) will be permitted for families with infants and toddlers. Child must be present.
- f. Soft Baby Carriers or Slings, Rigid Frame Baby Carriers, or Strollers (after proper inspection) will be permitted. Child must be present.
 - 1) Babies may be brought into Athletic venues in soft baby carriers or a sling; all ticketing standards apply.
 - 2) Rigid frame baby carriers, as well as strollers, are permitted at Athletic venues with appropriate standing room areas. At no time will rigid frame baby carriers or strollers be brought into the bleacher or chair back seating areas of the venue.

2. Prohibited bags include, but are not limited to:

- a. Purses larger than a clutch bag,
- b. Briefcases,
- c. Backpacks,
- d. Fanny Packs,
- e. Cinch/Drawstring Bags,
- f. Luggage of any kind,
- g. Computer Bags,
- h. Binocular Cases,
- i. Camera Bags, or

- j. Non-approved seat cushions, which include large traditional seat cushions that have pockets, zippers, compartments or covers.
3. Prohibited items include, but are not limited to:
- a. Weapons/Concealed Weapons,
 - b. Alcoholic Beverages,
 - c. Containers of any kind,
 - d. Aerosol and Spray Cans,
 - e. Illegal Drugs,
 - f. Masks of any kind,
 - g. Drones,
 - h. Mace/Pepper Spray,
 - i. Animals (except service animals),
 - j. Laser lights, Strobe Lights and Pointers,
 - k. Irritants such as artificial noisemakers,
 - l. Fireworks/Explosives,
 - m. Inflatables (beach balls, etc.),
 - n. Coolers, thermoses, cups, bottles, cans, flasks,
 - o. Food of any kind,
 - p. Video cameras, tripods, recording devices, detachable camera lenses over 6", selfie sticks, or
 - q. Flags and Flagpoles, unauthorized banners or posters.

5. COMPLIANCE

Persons will be denied entrance who refuse to undergo screening and may be required to leave the property. A person who has a medical condition that puts them at risk for magnetic screening (e.g., a pacemaker) may be searched by pat-down upon request.

At the discretion of the Department of Public Safety, anyone attempting to enter an event with a prohibited item may have that item confiscated with the ability to retrieve it after the event, may have the item confiscated permanently, and/or the person may

be barred from entering the event. Any contraband as defined by S.C. Law will be destroyed.

Any questions regarding this policy or the process of entering through a metal detector or items allowed or prohibited from events should be addressed to the Department of Public Safety at 843-954-5114 or emailed to PSAF@Citadel.edu.

6. NOTES

A. Date of Official Enactment and Amendments:

Non-substantive changes include the addition of soft baby carriers or slings, rigid frame baby carriers, and strollers as approved items in paragraph 4, sub-paragraph D1, page 3. Strollers were removed from the prohibited items list in paragraph 4, sub-paragraph D3, page 4.

Approved by Senior Vice President of Operations and Administration on 24 July 2019.

B. Responsible Department:

The Citadel Department of Public Safety

C. Responsible Official:

Director of Public Safety

D. Cross Reference:

[Use of Citadel Facilities Memo 6-404](#)

7. RESCISSION

Memorandum 6-428, dated 12 April 2019.

8. REVIEW

This policy shall be reviewed on a biennial basis.

FOR THE PRESIDENT:

OFFICIAL

//Signed, TGP, 24 July 2019//
THOMAS G. PHILIPKOSKY
Colonel, USAF, Retired
Senior Vice President for Operations and
Administration