

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

MEMORANDUM
NUMBER 6-001

3 July 2018

THE CITADEL WAR MEMORIAL

1. PURPOSE

In recognition of its 50th reunion, and in collaboration with The Citadel's administration and The Citadel Foundation, The Citadel Class of 1967 envisioned and provided funding for the construction and maintenance of The Citadel War Memorial to honor these fallen heroes. Citadel alumni have served in every national conflict since the Mexican War, and many have made the ultimate sacrifice in service to their country. The Citadel War Memorial honors those who served and died by providing a place to express respect for their lives and actions. The Memorial also encourages emotional and academic searches for understanding of the contributions of Citadel alumni. To The Citadel patriot dead who have immortalized their alma mater's core values by performing their DUTY, serving with HONOR, and sacrificing their lives, we owe our eternal RESPECT.

This policy announces the Board of Visitors-approved criteria for inclusion of names on the War Memorial, process for submitting names to be considered for inclusion, and identifies The Citadel War Memorial committee. It also prescribes the care and upkeep of the Memorial.

2. REFERENCE

DOD MANUAL 1348.33, VOLUME 3 MANUAL OF MILITARY DECORATIONS AND AWARDS: DOD WIDE PERSONAL PERFORMANCE AND VALOR DECORATIONS p23-26

AR 600-8-22, Military Awards, Chapter 2

3. DEFINITIONS

A. Alumnus: (For the purpose of War Memorial selection criteria). A person who has graduated from The Citadel or has attended The Citadel provided that he or she left in good standing. Approved by The Citadel's Board of Visitors on 24 January 2015.

- B. War Memorial Committee: The committee charged with executing and updating this policy and recommending names for inclusion to The Citadel's president. The Citadel War Memorial Committee is composed the following representatives: A Citadel vice president, Citadel Facilities and Engineering, Citadel historian, The Citadel Foundation, Class of 1967 (or Gold Corps), Citadel Alumni Association, and a "Citadel Young Alum."
- C. Naming Criteria: Ten (10) criteria approved by The Citadel's Board of Visitors on 24 January 2015.

4. POLICY

- A. The Board of Visitors approved ten criteria for the inclusion of names on the War Memorial. Nine of the criteria are those used by the United States government in awarding the Purple Heart. The Board added the tenth in recognition of the special nature of the Memorial. Additionally, the Citadel's Board of Visitors directed that all names on the Summerall Chapel wall as of January 2015 be included on the War Memorial.
- B. The Citadel will inscribe the name of any Citadel alumnus who, while serving under competent authority in any capacity with the armed forces of their native or adopted state during the period 1861-1865, or one of the U.S. Armed Forces, or with the Armed Forces of his or her native or adopted country, has been killed, or who has died or may hereafter die of wounds received under any of the following circumstances:
 - 1. In action against an enemy of the United States,
 - 2. In action with an opposing armed force of a foreign country in which the U.S. Armed Forces are or have been engaged,
 - 3. While serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States is not a belligerent party,
 - 4. As a result of an act of any such enemy or opposing armed forces,
 - 5. As the result of an act of any hostile foreign force,
 - 6. As a result of an international terrorist attack against the United States or a foreign nation friendly to the United States,
 - 7. As a result of military operations while serving outside the United States as part of a peacekeeping force,
 - 8. As the result of action by friendly weapons fire while directly engaged in armed conflict, other than as a result of an act of an enemy of the United States, unless as a result of willful misconduct of the individual,

9. While held as a prisoner of war (or while being taken captive) in the same manner as a former prisoner of war who is wounded on or after that date while held as a prisoner of war, or
10. Died from illness/accident while deployed in support of operations under which the above criteria might apply.

C. The Citadel War Memorial Committee.

1. The Citadel War Memorial Committee is responsible for executing and updating this policy and for recommending names for inclusion to The Citadel's president.
2. The Citadel War Memorial Committee is composed of the following representatives: A Citadel vice president, Citadel Facilities and Engineering, Citadel Alumni Association, Citadel historian, The Citadel Foundation, Class of 1967 (or Gold Corps), and a "young Citadel Alum." The members are appointed by The Citadel's president, The Citadel Alumni Association's President, or the The Citadel Foundation's Chief Executive Officer as appropriate.
3. A Citadel War Memorial Committee member may resign from his or her position at any given time. Upon resignation, a new member will be appointed based on the criteria of the original member i.e. "a Citadel Vice President."
4. The Committee shall convene once per quarter, if required. A quorum of any meeting of the committee shall consist of majority of its voting members. Committee members may participate by teleconference.

D. Adding Names/Naming Conflict Resolution.

The Committee understood adoption of a standard definition and criteria to be of the utmost importance to guide the selection process. Any person may submit additional names for consideration and inclusion by sending an email containing supporting documentation and the rationale for inclusion to: war-memorial@citadel.edu The Committee will review submissions and submit for qualified proposals to The Citadel's President for approval. Any interested party may appeal the Committee's or the President's decision not to include a name by submitting a letter requesting review to the The Citadel's President.

Names added to the memorial's existing conflicts will be listed first name, middle name and last name. For future conflicts, names will be listed in order of date of death.

E. The Citadel War Memorial Narrative.

The author of The Citadel War Memorial narrative was acclaimed author John Warley, Citadel Class of 1967. Mr. Warley volunteered his time and talent to tell

The Citadel's story woven around the wars in which Citadel alumni participated, as well as the sacrifices that those wars necessitated. The Committee will recommend additions to the story as necessary, in similar style and prose, approval of The Citadel's Board of Visitors.

F. Design.

1. Fittingly situated in front of the Thomas D. Howie Memorial Bell Tower and Columbarium, and adjacent to Summerall Chapel and General Mark W. Clark's gravesite, The Citadel War Memorial offers a solemn gathering place for students, alumni, and visitors to honor and pay respect to Citadel lives sacrificed.
2. Wrought iron gates lead visitors to an interior courtyard where black granite walls bear contextual descriptions of The Citadel's involvement in wars and conflicts since 1846. Names of The Citadel fallen are etched under each conflict, as appropriate. Flagpoles bearing the colors of the United States, the State of South Carolina, and The Citadel standard, are front and center. Other features include benches for quiet contemplation, subdued yet beautiful landscaping, and vistas of other iconic Citadel structures, inspiring remembrance, reverence, and reflection.
3. The text of the War Memorial Narrative and all names are inscribed in Optima Medium font and 3/4" letters. Additional text and names will be inscribed using identical font and size.

G. Maintenance and Updating.

1. The Citadel War Memorial envisioning class, the Class of 1967, established a maintenance endowment. The college will use this account to maintain and update the War Memorial.
2. No items or signs may be taped or otherwise secured to the War Memorial.
3. Facilities and Engineering personnel periodically collect items left at the Memorial. The Citadel may retain or sell items of value, at the discretion of The Citadel's administration. The Citadel will dispose of perishable organic matter, such as live flowers or wreaths, when they become unsightly or unsafe. Unaltered US flags will be reused or redistributed through various channels.
4. The War Memorial is open to visitors daily between 0630 and 2230. The Citadel Public Safety Office opens and closes the Memorial daily.

H. Memorial or Wreath Laying Services.

Requests for conducting memorial or wreath laying services must be coordinated through the Office of the Senior Vice President for Operations and Administration with support from the Office of the Commandant of Cadets.

I. Prohibited Behavior & Disorderly Conduct.

1. The War Memorial is a place of solemn reflection dedicated to honoring those Citadel Alumni that made the ultimate sacrifice. Visitors must display proper decorum and respectful personal behavior at all times to provide the entire visiting public with respect, and an equal opportunity to have an enriching and meaningful experience.
2. The Citadel's Office of Public Safety will remove any visitor who has engaged in disorderly or prohibited conduct. Disorderly conduct may include, but is not limited to:
 - a. Engaging in sporting and recreational activities,
 - b. Making noise that is unreasonable, or behaving in a way that is inappropriate given the solemn nature of the Memorial,
 - c. Engaging in fighting, violent, or threatening behavior,
 - d. Engaging in commercial activities, soliciting, and/or vending,
 - e. Loitering or sleeping,
 - f. Obstructing the use of public areas such as entrances or walkways,
 - g. Impeding or threatening the security of persons or property,
 - h. Willfully defacing, destroying, or damaging The War Memorial,
 - i. Using lighters, matches, and candles,
 - j. Tampering with, damaging, and/or removing landscaping, and/or climbing trees,
 - k. Leaf-letting or hand-billing,
 - l. Demonstrating or rallying, or
 - m. Engaging in expressive activity that has the effect, intent or propensity to draw a crowd of on-lookers.

J. Donations.

Gifts to The Citadel War Memorial enable donors to honor the memory of fallen classmates, family, and friends in a meaningful way. The Citadel uses gifts for perpetual care of The Citadel War Memorial through a maintenance endowment.

K. Website and Supporting Electronic Media.

The Office of Communications and Marketing, in coordination with the Senior Vice President for Operations and Administration, will update and maintain the War Memorial website on The Citadel's webpage <http://www.citadel.edu/root/war-memorial>. Biographies, background, or information will be developed over time for all names that appear on the wall and will be available at the website.

5. COMPLIANCE

The Citadel will punish violations of this policy in accordance with regulations applicable to the offender. Cadets will be subject to punishment as prescribed by the Blue Book, up to and including separation from the College. Non-cadet students may be subject to fines and separation from the College in accordance with policies established by the Provost and Deans. Employees will be subject to reprimand, suspension, or termination in compliance with Human Resource policies. Visitors may be removed and barred from campus.

6. NOTES

A. Dates of Official Enactment and Amendments:

Approved by the Senior Vice President for Operations and Administration
3 July 2018.

Non-substantive change: removal of project management office from War Memorial Committee definition, paragraph 3B, page 2 and paragraph C2, page 3.

B. Responsible Department:

Vice President for Operations and Administration

C. Responsible Official:

Senior Vice President for Operations and Administration

D. Cross References:

None

7. RESCISSION

Memorandum Number 6-001, dated 26 June 2018, is rescinded.

8. REVIEW

Review this policy on a biennial basis.

FOR THE PRESIDENT:

OFFICIAL

//Signed, TGP, 3 July 2018//
THOMAS G. PHILIPKOSKY
Colonel, USAF, Retired
Senior Vice President for Operations &
Administration