

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

MEMORANDUM  
NUMBER 2-003

15 December 2022

**ALCOHOL AND OTHER DRUGS POLICY**

**1. PURPOSE**

The use of harmful and addictive substances poses a threat to The Citadel's mission and educational environment. The Citadel requires employees to work in appropriate mental and physical condition, able to safely perform their duties, and cadets and students to conduct daily activities responsibly, ready to attend classes free from intoxicating or behavior altering influences. Definitions and status of 'cadets' and 'students' are found in College Regulations.

The Citadel prohibits illegal drug use by faculty, staff, cadets, and students and visitors, and supports only the legal use of alcohol and prescription drugs. Consumption of alcoholic beverages and legal behavior modifying substances is an option, not a requirement. The college strongly encourages an individual's choice to abstain.

The Citadel seeks to maintain a safe, drug-free environment for all. Faculty, Staff, cadets, students and guests are responsible for their conduct and adherence to applicable laws and regulation.

This policy assists members of The Citadel community in understanding:

- A. The harmful and addictive potential effects of alcohol and other drugs.
- B. The consequences of use, possession, manufacture, or distribution of illicit drugs and drug paraphernalia.
- C. The dangers associated with the possession of prescription drugs, as well as the damages resulting from their alteration or unlawful distribution.
- D. The consequences of unlawful use and possession of alcohol.
- E. The benefits of adopting responsible and low-risk alcohol use.

**2. REFERENCES**

[Part 86 of the Drug-Free Schools and Campuses Regulations](#)

[The Drug Free Workplace Act of 1988, 41 U.S.C. 701](#)

[The Drug Free Workplace Act of 1988, 41 U.S.C. 702](#)

[21 USC Section 812](#)

[S.C. Code Ann. 41-1-15](#)

[S.C. Code Ann. 61-4-50, -60, -90](#)

[S.C., Code Ann 61-6-4070, -4075, -4080](#)

[S.C. Code Ann. 63-19-2440](#)

### **3. DEFINITIONS**

- A. Alcohol (or Alcoholic Beverage): Distilled spirits and any beverage containing 0.5 percent or more alcohol by volume.
- B. Citadel Campus: All property and buildings owned or leased by The Citadel or the Board of Visitors including, but not limited to: 171 Moultrie Street, Johnson Hagood Stadium, The Citadel Beach House, College Park, Riley Park, The Holliday Alumni Center and any other property under the control of The Citadel.
- C. Drug paraphernalia: Any items identified in S.C. Code Ann. 44-53-110, as amended. Examples of these prohibited items include but not limited to those listed in [Annex A, paragraph 2](#).
- D. Illicit Drug: A controlled substance under provisions of South Carolina Sections 44-53-190, 44-53-210, 44-53-230 44-53-250 and 44-53-270, as amended, and 21 USC Section 812. Examples of these prohibited items include but not limited to those listed in [Annex A, paragraph 1](#).
- E. Training for Intervention Procedures (TIPS): Training for the responsible service, sale, and consumption of alcohol. TIPS is a skills-based training program designed to prevent intoxication, underage drinking, and drunk driving.

### **4. POLICY**

#### **A. The Citadel expressly prohibits:**

- 1. The unlawful manufacture, alteration, distribution, dispensing, possession, or use of any illicit drug.
- 2. The unlawful possession or use of a controlled substance regulated under the provisions of South Carolina Code Sections 44-53-190, 44-53-210, 44-53-230 44-53-250 and 44-53-270, as amended or 21 USC Section 812; unless dispensed and used pursuant to prescription or otherwise allowed by law.
- 3. The manufacture, alteration, delivery, distribution, dispensing, and/or sale of controlled substances.

4. The possession by employees, cadets, and students, at any time and in any place, of any item or piece of drug paraphernalia, as defined by, but not necessarily limited to those items in South Carolina Code of Laws Section 44-53-110.
5. Providing financial assistance or otherwise aiding or abetting the purchase, sale, manufacture, or delivery of any prohibited drug, substance, or item.
6. The unlawful purchase, possession, distribution or use of alcohol by employees, cadets or students (see Section 4.C for exceptions, and [Annex B](#)).
7. The use of alcohol off-campus when an employee, cadet, or student is acting as a representative of The Citadel, if such use brings discredit on The Citadel.
8. The appearance by any employee, cadet or student at work, in class, or any College function under the influence of alcohol or any illicit drug.
9. Possession, purchase, manufacture, solicitation, distribution, sale, or use of any hallucinogenic substance.

B. Use of Prescription Drugs, Controlled Substances, and Hallucinogenic Materials.

1. Employees.

- a. The Citadel provides a drug free, healthy, safe, and secure work environment by requiring employees to submit to drug testing as follows:
- b. A post-accident drug screen may be required when an employee apparently caused or played a part in an on the job accident or safety related incident resulting in the following:
  - 1) Lost time from work.
  - 2) Injury requiring medical attention.
  - 3) Fatality.
  - 4) Damage to property.
  - 5) Hospitalization.
- c. A “for cause” drug screen may be required when an employee is suspected of being under the influence of drugs or alcohol. The request must be approved by the employee’s Vice President or equivalent, in consultation with the General Counsel.
  - 1) Individuals asked to submit to a “for cause” or post-accident screen will be removed from the workplace until screen results are available. Refusal to submit a sample is considered a positive result. Once results

are available, the supervisor will notify the individual within twenty-four hours of results and pending actions. Any leave of absence must comply with The Citadel's Human Resources policies and the Employee Handbook. If an individual is removed in a "not for pay status" and screen results are negative, the individual will be paid retroactively. If screen results are back positive, the individual will not be paid.

- 2) If the screen is negative, the individual may be reinstated at the discretion of the respective Vice President, with counsel and advice from the Department of Human Resources. If the screen is positive, the individual is subject to disciplinary action up to and including termination.
- 3) An employee returned to work after testing positive may be subject to random drug screens. The Department of Human Resources will notify the employee's supervisor when drug screens are scheduled. The employee may be subject to up to 6 (six) random screens in a 12-month period beginning the date of the initial positive result.

d. A substance use disorder (SUD) is recognized as an illness and a major health problem, and drug misuse is recognized as a potential health, safety, and security problem. Employees are encouraged to use the Employee Assistance Program (EAP) and health insurance plans as appropriate. Conscientious efforts to seek such help will not jeopardize job status, and not recorded in any personnel file.

e. As a condition of continued employment, each employee must:

- 1) Report any arrest under a criminal drug or alcohol statute. A report of an arrest must be made within five (5) days after the arrest as mandated by the Drug Free Workplace Act of 1988.

## 2. South Carolina Corps of Cadets.

a. The Citadel randomly tests members of the Corps of Cadets for the presence of illicit drugs and substances. Participation in mandatory drug testing is a condition of acceptance and continued enrollment as a cadet.

b. Cadets selected for random testing are directed to report to specified locations at specified times to provide observed specimens. Each cadet will be briefed and remain until acceptable samples provided.

c. The Citadel will direct cadets for testing when reasonable suspicion of drug use exists. "Reasonable suspicion" is defined as the existence of circumstances, reports, information, or direct observation suggesting a violation of this policy. Reasonable suspicion or probable cause is determined by the Commandant (or designee) or Public Safety, in consultation with the General Counsel.

- d. Refusal to provide an observed specimen upon request, and in accordance with the provisions of this Policy, will be treated as the equivalent of a positive test. In such circumstances the cadet(s) who refused the drug test will be immediately referred to the Office of the Commandant for disciplinary action in accordance with this Policy.
- e. The Citadel will consider a cadet conviction, admission, plea of nolo contendere, plea pursuant to North Carolina v Alford, or confession in any legal or administrative proceeding to the possession or use of any such drug, substance or item prohibited herein as possession of such drug, substance or item. A conviction is not necessary for The Citadel to proceed with an administrative hearing. The scheduling or timing of criminal or civil proceedings will not affect administrative proceedings conducted by the College. The College will schedule an administrative hearing as soon as feasible and with due process.
- f. The Citadel will also consider a positive finding of the presence of a prohibited substance pursuant to any generally accepted test, including but not limited to, a blood, urine, or hair follicle test for such substance, as possession of such drug substance or item.

### C. Alcoholic Beverages.

- 1. The Citadel strongly encourages alcohol-free events. Except as specifically authorized by the President (or designee), cadets and students will not drink alcoholic beverages on campus or possess alcoholic beverages on campus.
- 2. Exceptions include school-sanctioned and managed NCAA athletics events such as home football, baseball and basketball games where beer or wine may be purchased from in-facility contractors. These events are staffed by contractors hired by The Citadel, with TIPS-trained servers, and safeguards in place limiting the number of beers or wine cadets may purchase. Cadets may purchase beer or wine at these events, from authorized vendors, in accordance with State law, and any other regulations governing conduct. Additional direction can be found in Paragraph 6.

Personal alcohol is permitted ONLY on game days as part of private tailgates associated with athletic contests, by those authorized to park or gather in areas adjacent to Citadel athletic venues. Excessive and underage drinking are not permitted and may result in suspension of parking and/or access, removal from Citadel property, or criminal charges. **Cadets are not authorized to bring alcohol on campus, and NOT permitted to consume alcohol at tailgates.**

- 3. Alcoholic beverages are prohibited at any event which is funded by cadet or student fees, except as noted above.
- 4. Consumption of alcoholic beverages should never be the central attraction of any gathering. Alcoholic beverages may be served in accordance with this

- policy as an amenity to a well-planned and structured program, not as the indispensable and essential program element.
- a. When alcoholic beverages are served, food and non-alcoholic beverages must also be served.
  - b. Only alcoholic beverages served at the event may be possessed or consumed. These must be consumed within the facility or space designated for the event.
  - c. The amount of alcohol served at any event must be proportionate to the expected attendance and duration of the event.
  - d. Promotional material for any Citadel function, party or event (including those to be held off campus) shall not refer to the amount of alcoholic beverage available, nor feature alcoholic beverages as the predominant aspect of the event.
5. The sale of alcoholic beverages on The Citadel Campus may be permitted only in approved areas and only by licensed distributors. Only groups holding appropriate state licenses for the sale of alcoholic beverages may sell alcoholic beverages. Those sponsoring events where alcoholic beverages are served are prohibited from charging for the beverages, either directly or indirectly, without proper state license.
6. Anyone desiring to serve alcohol at any function on Citadel property or in Citadel facilities must request permission from the Chief of Staff or designee. This does not include events at campus residences, unless attended by cadets.
- a. Each host and activity sponsor shall set a proper example and abide by state laws concerning the sale, consumption and transfer of alcohol.
  - b. A prospective host or activity sponsor must complete and submit a Registration for Events with Alcohol Form, (Annex E from [Memorandum 6-404, Use of Citadel Facilities](#)), at least fourteen (14) days in advance of the requested use. All requests must be approved by both the Coordinating Facility Official (Annex A from [Memorandum 6-404, Use of Citadel Facilities](#)) and the Chief of Staff, or designee. The requestor must review this policy in its entirety and acknowledge understanding it in writing.
  - c. The host or activity sponsor must coordinate with Citadel Public Safety, which will determine security requirements. The host or activity sponsor is responsible for providing security in accordance with Citadel Public Safety requirements.
  - d. The host or activity sponsor must remain on location throughout the event.

- e. The host or activity sponsor must take precautionary measures, including but not limited to checking I.D.s. Cadets, students, and their guests must present a valid driver's license or other government-issued ID.
  - f. The host or activity sponsor shall not serve those who appear intoxicated.
  - g. Beer and wine are the only alcoholic beverages that may be served to cadets and students at any Citadel facility or College function.
  - h. Alcohol may only be served by TIPS-trained contractors.
  - i. The Citadel prohibits drunkenness, vandalism, and disruptive behavior. The Citadel may terminate a facility use contract as a result of such behavior, as well as deny future use. The Citadel reserves the right, without penalty, to refuse service of alcoholic beverages to an individual or group, or to discontinue service at a function if in the best interest of The Citadel.
7. Employees entertaining cadets or students in campus quarters must abide by South Carolina law concerning alcoholic beverages. Employees may also serve alcohol to their children in accordance with S.C. Code Ann. § 61-6-4070.

#### D. Alcohol and Other Drug Misuse Prevention.

1. The Citadel encourages education as the first step in assisting students to take responsibility for their behavior and to understand the consequences as it relates to drug and alcohol use. The Citadel takes a multi-faceted approach to accomplish this goal coordinated through the [Campus Alcohol and Drug Information Center \(CADIC\)](#).
2. CADIC is a department within the Office of the Commandant. The mission of CADIC is "to increase the health and safety of cadets and students by providing best practice ATOD prevention services, programs, and events."
  - a. **Services.** A service is a type of ATOD intervention tailored to the unique needs and experiences of each visitor. Services are one-on-one and are provided in a private, confidential, and safe environment.
  - b. **Programs.** A program is a type of ATOD intervention *targeted* to a *group or cohort* who share similar health issues or have similar health needs. Programs can be facilitated in most settings (e.g., classroom, meeting room, outside), are usually small (e.g., 5-to-25 participants), and use multiple modalities in the delivery of the information (e.g., PowerPoint, role-playing, self-reflection, values clarification, group discussion, journal books).
  - c. **Events.** An event is a large, campus-wide (or cohort specific) social gathering used to increase the awareness of health issues (e.g., drinking and driving during spring break), promote social marketing messages (e.g., low-risk drinking tips), promote pro-health behaviors (e.g., call a taxi if

intoxicated, don't travel alone when partying, always monitor your beverage), or promote services available to cadets and students (Counseling Center, CADIC, CARE).

- d. **CADIC Online.** 'CADIC Online' are ATOD educational programs available via the internet. These programs are self-paced and last from 30 minutes to several hours.
3. To provide a well-coordinated and comprehensive substance misuse prevention effort, CADIC works with departments, individuals, and groups including the Counseling Center, Assistant Commandant for Discipline, battalion and company Teach, Advise, and Coach (TACs) personnel, and cadet peer health education teams known as Human Affairs (HA).
4. The Counseling Center provides evaluation and treatment of substance use disorders (SUD). Evaluation and treatment strategies used by the Counseling Center include an in-depth substance use evaluation, individual short-term counseling, and appropriate referrals for long-term outpatient and inpatient treatment.
5. Cadets found responsible for violating this policy or associated Blue Book offenses are referred to CADIC for mandatory education and intervention. TACs who learn of possible substance use may proactively request a substance misuse prevention program from CADIC to mitigate violations of this or associated policies or regulations.
6. Cadet Human Affairs Teams are an additional asset. The HA Team receives specialized training in signs of substance misuse and prevention and can recommend referrals.
7. To ensure all substance misuse prevention efforts are effective in, "*...assisting students to take responsibility for their behavior and to understand the consequences of current and future behavior as it relates to drug and alcohol use...*" the following evaluation methods are used:
  - a. **Process evaluation** measures the implementation and operation of program components.
  - b. **Impact evaluation** occurs immediately after a program and measures the change in knowledge, attitudes, and/or behaviors of the participants.
  - c. **Outcome evaluation** measures the long-term results of the program and is an indirect measure of the project's goals.

## 5. COMPLIANCE

- A. Violation of these rules may result in disciplinary sanctions, from written warnings to expulsion from the College or termination of employment. Disciplinary action



against an employee, cadet, student or visitor by the College does not preclude the possibility of criminal charges; criminal charges further do not preclude disciplinary action by The Citadel. The choice of sanction depends on individual circumstances.

- B. Anyone possessing or using any hallucinogenic, narcotic, or other drug or substance prohibited or otherwise controlled by law in South Carolina, may be subject to discipline, including expulsion from the College, or employee discipline, including termination of employment. Visitors are subject to criminal prosecution and/or restriction from campus.
- C. Any prohibited item located on The Citadel campus is regarded as contraband and subject to immediate seizure.
- D. Any alcohol or drug violations by cadets and students under the age of 18 may result in parental notification as permitted by State and Federal law.
- E. The College reserves the right to suspend an employee, cadet, or student between the time of the initial charges and applicable hearing. This action may be subject to personnel rules and other college regulations, and be invoked only if in the opinion of college leadership the presence of this individual poses a clear and immediate danger to themselves and/or the campus community.

## **6. NOTES**

### **A. Dates of Official Enactment and Amendments:**

Approved by the Chief of Staff 15 December 2022

### **B. Responsible Official/Department:**

Director, Campus Alcohol and Drug Information Center (CADIC)

### **C. Cross References:**

[College Regulations](#), Section IV, Part 6

[College Regulations](#), Section IV, Part 7

[Blue Book](#), Section 1.13

[Memo 1-3, Events and Entertainment Policy](#), Section 3.E. "Alcohol"

[Memo 2-107, Drug-Free Workplace Policy](#)

[Memo 3-107, Regulations for Non-Cadet Students and Cadets in Day Student Status for Fall and Spring Semesters and All Students for Summer School and Barracks Regulations for Summer School](#)

[Memo 6-404, Use of Citadel Facilities](#), Section 4.J. “Alcohol”

[PART 86—Department of Education’s Drug-Free Schools and Communities Act](#)

**7. RESCISSION**

Not applicable.

**8. REVIEW**

Review this policy on a biennial basis.

FOR THE PRESIDENT:

OFFICIAL:

*//S//*  
WILLIAM A. LIND  
Commander USN (Retired)  
Chief of Staff

Attachments:

[Annex A](#), Controlled Substance List

**Annex A**  
**Controlled Substance and Paraphernalia List**

1. Drugs and substances which are prohibited by this policy include, but are not limited to:
  - A. Anabolic steroids.
  - B. Cannabis or marijuana.
  - C. Cocaine or its derivatives.
  - D. Hallucinogens.
  - E. Narcotics.
  - F. Depressants.
  - G. LSD.
  - H. Opiates or opiate derivatives.
  - I. Amphetamines.
  - J. Stimulants.
  - K. Substances listed on the [Commonly Abused Drugs chart](#).
2. Items constituting paraphernalia which are prohibited by this policy include, but are not limited to:
  - A. Any instrument, device, article, or contrivance used, designed for use, or intended for use in ingesting, smoking, administering, or preparing marijuana, hashish, hashish oil, or cocaine and shall not include cigarette papers and tobacco pipes.
  - B. Metal, wooden, acrylic, glass, stone, plastic, or ceramic marijuana or hashish pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls.
  - C. Water pipes designed for use or intended for use with marijuana, hashish, hashish oil, or cocaine.
  - D. Carburetion tubes and devices.
  - E. Smoking and carburetion masks.
  - F. "Roach" clips.
  - G. Separation gins designed for use or intended for use in cleaning marijuana.

H. Cocaine spoons and vials.

I. Chamber pipes.

J. Carburetor pipes.

K. Electric pipes.

L. Air-driven pipes.

M. Chilams.

N. "Bongs."

O. Ice pipes or chillers.