

Annual Security and Fire Safety Report 2026-2027 Academic Year The Citadel and The Citadel in DC Campus

Information for the 2026-2027 Academic Year

(Includes Crime Statistics for Calendar Years 2023, 2024, & 2025)



A safe and secure campus is essential to The Citadel's mission to educate principled leaders. The Citadel Public Safety Department is integral in providing a safe environment where cadets, students, faculty, and staff can learn, work, and live. The Citadel regularly evaluates the security needs of the community. This publication supports those efforts. It defines who to call and what to do if you are a victim of a crime. It also outlines policies promoting a safe learning and working environment. These policies work in conjunction with federal, state, and local laws. Please consider these recommendations and work with The Citadel Public Safety Department to make The Citadel a safe and secure campus. While the College and Public Safety go to great lengths to promote a safe and secure environment, personal safety is an individual responsibility. Together, we must take personal responsibility for our own safety and those around us. Working together, we will keep The Citadel a safe campus for all.

NOTE: This Annual Security and Fire Safety Report (ASFSR) contains crime statistics and security policy statements for The Citadel's Main Campus and the Washington, D.C. Separate Campus, known as The Citadel in D.C. Program. Unless otherwise specifically identified, all policy statements described in this ASFSR apply to both campuses. Where campus-specific policies, procedures, crime statistics, or resources differ, those differences are separately identified within the applicable sections of this report.

Historically, The Citadel treated its Washington, D.C. internship program location as Noncampus Property for purposes of crime statistics collection and disclosure under the Jeanne Clery Campus Safety Act. As part of an internal review of the institution's Clery geography and reporting obligations, The Citadel evaluated the Washington, D.C. location against applicable federal definitions governing Separate Campuses.

That review determined that the Washington, D.C. location meets the criteria for designation as a Separate Campus because the institution provides educational activities and academic programming associated with the

location; students participate in institution-sponsored educational experiences at the location for an extended period of time; the institution exercises control over facilities used in support of the program; an institution-designated administrator is assigned responsibility for program oversight and support; and institution-arranged student housing is provided in connection with participation in the program.

Based upon this assessment, The Citadel concluded that the Washington, D.C. location possesses characteristics that extend beyond those typically associated with Noncampus Property and more appropriately satisfies the federal definition of a Separate Campus. Accordingly, beginning with this Annual Security and Fire Safety Report, the Washington, D.C. location is reported as a Separate Campus and includes campus-specific policies, procedures, and crime statistics disclosures, where applicable.

Enforcement Authority of Law Enforcement Personnel

The Citadel Department of Public Safety (PSAF) is a sworn law enforcement agency. PSAF officers are commissioned by the State of South Carolina, serve as State Constables, and are certified and regulated through the South Carolina Law Enforcement Division (SLED). PSAF officers possess full law enforcement powers, including the authority to enforce local and state laws, and enforce institutional policies and regulations. PSAF is comprised of a director, deputy director, operations officer, parking enforcement, campus service officers, shift supervisors, and patrol officers. The Environmental Health & Safety division and parking fall under PSAF but do not have law enforcement authority. Cadet interns working with PSAF have no law enforcement or policy enforcement authority.

The Citadel in D.C. Campus:

The Citadel does not employ sworn law enforcement officers, campus police officers, or security personnel assigned to The Citadel in D.C. Program. The program does not maintain a campus public safety department or other security force within Washington, D.C. Law enforcement services for the Citadel in D.C. Program are provided by the Metropolitan Police Department of the District of Columbia (MPD). Students, faculty, staff, and visitors are encouraged to contact MPD by dialing 911 for emergencies or to report criminal activity occurring at the D.C. Campus.

Arrest Authority of Law Enforcement Personnel

Sworn law enforcement officers employed by The Citadel Department of Public Safety (PSAF) possess full arrest authority under South Carolina law. PSAF officers are authorized to make arrests, conduct criminal investigations, and take appropriate law enforcement action within their lawful jurisdiction. Non-sworn personnel, including interns, cadet ride-along participants, and other support personnel, do not possess arrest authority.

The Citadel in D.C. Campus:

The Citadel does not employ law enforcement officers or security personnel with arrest authority at the Citadel in D.C. Program. Arrest authority within the D.C. campus and surrounding area rests with the Metropolitan Police Department of the District of Columbia and other agencies having jurisdiction.

Jurisdiction of Law Enforcement Personnel

The Citadel Department of Public Safety (PSAF) has primary law enforcement jurisdiction over property owned, leased, or controlled by The Citadel, including the Main Campus and adjacent public property within its Clery geography. PSAF officers are commissioned by the State of South Carolina as State Constables and exercise law enforcement authority consistent with South Carolina law. PSAF's jurisdiction includes campus buildings and grounds, roadways running through or immediately adjacent to campus, and other institutional property where the College has responsibility for safety and security. PSAF also works cooperatively with local, county, state,

and federal law enforcement agencies and may exercise concurrent jurisdiction as authorized by South Carolina law.

The Citadel in D.C. Campus:

Because The Citadel does not maintain a law enforcement or security presence at the Citadel in D.C. Program, institutional personnel do not exercise law enforcement jurisdiction at the D.C. location. Criminal incidents occurring at or near the D.C. campus fall within the jurisdiction of the Metropolitan Police Department of the District of Columbia.

Working Relationship of Campus Law Enforcement with other Local and State Law Enforcement Agencies

The Citadel Department of Public Safety (PSAF) maintains positive and collaborative working relationships with local, county, state, and federal law enforcement agencies to support the safety and security of the campus community. PSAF maintains close working relationships with the Charleston Police Department, Charleston County Sheriff's Office, South Carolina Law Enforcement Division (SLED), South Carolina Highway Patrol, Department of Natural Resources, and the Isle of Palms Police Department.

These partnerships include the sharing of information and intelligence, mutual aid and assistance, joint training and exercises, coordination during major campus and athletic events, and participation in professional law enforcement organizations and associations. PSAF regularly coordinates with partner agencies regarding criminal investigations, emergency response activities, special events, and other matters affecting campus safety and security.

PSAF officers and local law enforcement officers communicate regularly during the response to incidents occurring on or near campus and routinely collaborate on investigations and public safety operations. PSAF investigators work closely with local and state law enforcement investigators when circumstances warrant coordination, resource sharing, or specialized investigative assistance. In accordance with South Carolina law and operational practice, SLED may assume a lead or joint investigative role in certain incidents, including on-campus deaths and allegations of criminal sexual assault.

Through these ongoing partnerships, PSAF and its law enforcement counterparts work cooperatively to enhance public safety, facilitate effective incident response, and support crime prevention efforts within The Citadel community.

The Citadel in D.C. Campus:

At the Citadel in D.C. Program, The Citadel relies upon the Metropolitan Police Department of the District of Columbia (MPD) as the primary law enforcement agency having jurisdiction over the campus location and surrounding area. The program director and institutional officials coordinate with MPD when criminal incidents, emergencies, or other public safety matters require law enforcement involvement.

Written Memorandums of Understanding with Local Law Enforcement

The Citadel has no active written agreements or Memorandums of Understanding (MOUs) with any local, state, or federal law enforcement agency regarding the investigation of alleged criminal offenses. PSAF maintains cooperative working relationships with local and state law enforcement agencies through statutory mutual aid authority and established operational partnerships. In accordance with the South Carolina Jessica Horton Act, S.C. Code Ann. § 59-145-19, all deaths resulting from incidents occurring on Citadel property and all allegations

of criminal sexual assault occurring on campus are immediately reported to the South Carolina Law Enforcement Division (SLED), which may assume a lead or joint investigative role as required by law.

The Citadel in D.C. Campus:

The Citadel in D.C. Program does not maintain a campus public safety department, campus police department, or dedicated security force. Criminal incidents and emergencies occurring at the D.C. campus fall under the jurisdiction of the Metropolitan Police Department of the District of Columbia (MPD). The Citadel does not currently maintain a written memorandum of understanding with MPD regarding the investigation of criminal offenses occurring at the D.C. campus.

Reporting Criminal Actions and Other Emergencies

Members of The Citadel community and all visitors are encouraged to accurately and promptly report crimes, suspicious activity, and emergencies occurring on campus, on public property running through or immediately adjacent to campus, or within property owned or controlled by The Citadel to PSAF by calling (843)953-5114 or on campus extension 811. Reports should be made as soon as possible to PSAF or to one of the Primary Campus Security Authorities (CSAs) or Preferred Receivers of reports outlined below. PSAF Dispatch is available 24 hours a day, seven days a week and may be reached at (843) 953-5114 or by dialing extension 811 from a campus telephone. Reports may also be made in person, through institutional reporting systems, or by using the emergency features available within the Bulldog Alert application.

Members of the campus community are encouraged to accurately and promptly report all crimes and emergencies to PSAF and the appropriate law enforcement agencies, including when the victim of a crime elects to, or is unable to, make such a report. Accurate and timely reporting enables PSAF to assess threats to the campus community, issue Timely Warnings or Emergency Notifications when appropriate, maintain the Daily Crime Log, investigate reported incidents, and accurately compile and disclose Clery Act crime statistics.

Primary Campus Security Authorities (CSAs) and Preferred Recipients of Reports

Criminal offenses for the purpose of making Timely Warning reports and the annual statistical disclosure may be reported to any of the following:

- The Citadel Department of Public Safety (PSAF) at (843) 953-5114 or extension 811.
- In person at the PSAF Office, 208 Richardson Avenue.
- The Title IX Coordinator for reports involving sexual misconduct, dating violence, domestic violence, stalking, or related concerns at (843) 953-6881 or Bond Hall, Room 310.
- Human Resources at (843) 953-6922 or the Human Resources Building, 97 Hagood Avenue.
- The Commandant of Cadets at (843) 953-6930 or Jenkins Hall, Second Floor.
- The Provost and Dean of the College at (843) 953-5101 or Bond Hall, Room 187.

You may also contact the City of Charleston Police Department at (843) 577-7074 or 911, the County of Charleston Sheriff's Department at (843) 202-1700, or the South Carolina Law Enforcement Division at 1-888- 559-TIPS (8477). For incidents at The Citadel Beach House, contact the Isle of Palms Police Department at (843) 886-6522. Incidents can also be reported through the emergency reporting features available within the Bulldog Alert mobile or desktop application.

The Citadel in D.C. Campus:

The Citadel in D.C. Program does not maintain a campus police department, public safety department, or dedicated security force. Students, employees, and visitors should immediately report crimes and emergencies occurring at the D.C. campus to the Metropolitan Police Department of the District of Columbia (MPD) by dialing 911. Program participants are provided with emergency contact information, local reporting procedures, and safety and security information during program orientation. Incidents involving Citadel students may also be reported to the Program Director, appropriate Citadel officials (Preferred Recipients of Reports as outlined above), or Bulldog Alert mobile or desktop application for institutional follow-up and action under applicable College policies and procedures. For purposes of making timely warning reports and annual statistical disclosures, reports should be made to the onsite program director or Citadel Public Safety Office.

Institution's Response to a Report

PSAF Dispatchers are available 24 hours a day/7days a week at (843) 953-5114 or on campus extension 811 and via the Bulldog Alert application. Dispatch will either send an officer or request the reporting party file an in-person report. All reported crimes are investigated by the college and may become a matter of public record. Crime victims are given on and off campus resource information as appropriate. All PSAF reports are forwarded to the Commandant for cadets or the Provost for graduate and non-cadet undergraduate students for potential action, as appropriate. PSAF will contact other law enforcement or first responders as needed. If a sexual assault or rape should occur, staff on scene, including PSAF, offers victims a wide variety of services. In accordance with the South Carolina Jessica Horton Act, all incidents of criminal sexual assault are immediately reported to SLED – (Criminal sexual assault includes incidents of Rape and Fondling, Sexual Contact, but not incidents of Domestic Violence, Dating Violence or Stalking). SLED and PSAF participate in joint investigations into the reported act of criminal sexual conduct as required.

The Citadel in D.C. Campus:

Upon receiving a report involving the D.C. Campus, the institution will assess the information, document the report as appropriate, and coordinate with the Metropolitan Police Department of the District of Columbia (MPD), or other applicable law enforcement agencies. Criminal investigations are conducted by the agency with jurisdiction over the location of the incident.

Reports received by institutional officials are forwarded to the appropriate administrative offices for follow-up and potential student or employee conduct action, as applicable. Crime victims are provided information regarding available on-campus and community resources, including counseling, advocacy, medical, and support services.

The institution will work with local law enforcement and designated campus officials to obtain information necessary for Clery Act compliance, including crime statistics, timely warnings, emergency notifications, and other required safety communications. When circumstances warrant, emergency notifications or timely warnings affecting the D.C. Campus community will be distributed through institutional notification systems, as outlined in this Annual Security and Fire Safety Report.

Voluntary Confidential Reporting

The Citadel encourages victims or witnesses of any crime to promptly report to PSAF. PSAF does not have a voluntary confidential reporting process as police reports are public records under State law. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can be made to any campus security authority (CSA). However, some CSAs are also Responsible Employees under Title IX, and they are obligated to share reported information involving sexual misconduct, domestic/dating violence and stalking, including information about the identity of the victim and accused, with the Title IX Coordinator. Reports made to professional counselors and pastoral counselors acting in their capacity as institutional counseling or pastoral resources are confidential and are not required to be reported for Clery Act statistical or Timely Warning purposes, except as otherwise required by law.

Voluntary Confidential Reporting Procedures for Pastoral or Professional Counselors

Professional and pastoral counselors are encouraged, when appropriate, to inform individuals of procedures for confidentially reporting crimes to general Campus Security Authorities (CSAs). As stated above, some CSAs are also Responsible Employees under Title IX and have an obligation to report sexual misconduct, domestic/dating violence and stalking that includes personally identifying information to the Title IX Coordinator.

Professional and pastoral counselors are also encouraged to advise individuals of the College's anonymous reporting options and the procedures for submitting anonymous reports using the reporting methods outlined below.

The Citadel in D.C. Campus:

Voluntary Confidential Reporting

The institution encourages victims and witnesses of crime at the DC Campus to promptly report incidents to local law enforcement, the on-site program administrator, Campus Security Authorities (CSAs), or other designated institutional officials. Criminal incidents occurring at the DC Campus should be reported to the Metropolitan Police Department of the District of Columbia (MPD), U.S. Capitol Police, or other law enforcement agencies with jurisdiction over the location of the incident, as appropriate. Reports may also be submitted through institutional reporting channels.

The institution does not maintain a voluntary confidential reporting process through law enforcement. Reports made to law enforcement agencies may become public records subject to applicable laws and regulations. Individuals wishing to report crimes for inclusion in the institution's annual crime statistics without initiating a criminal investigation may report the information to a Campus Security Authority (CSA).

Voluntary Confidential Reporting Procedures for Pastoral or Professional Counselors

There are no professional or pastoral counselors at The Citadel in D.C.

Anonymous Reporting

The Citadel allows faculty, staff and students opportunities to report incidents anonymously, which allows a reporting person to complete a report without providing any personal identifying information.

Anonymous reporting can be accomplished using the Ethics Point system, a third-party vendor providing 24/7/365 compliance and ethics-related reporting.

- Online: Make a report at www.citadel.ethicspoint.com
- Hotline: Call 1-844-237-9053 (toll free)

Incidents to PSAF may also be reported anonymously via <https://www.citadel.edu/root/report-a-criminal-offense>.

The purpose of an anonymous report is to promote safety. These allow the college to keep accurate records of the number of incidents involving campus community members, determine patterns of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics.

While anonymous reporting is available, the College's ability to investigate and appropriately address allegations of misconduct becomes significantly limited in such cases.

Monitoring and Recording of Criminal Activity by Students at Noncampus locations of Recognized Student Organizations

The Citadel has no noncampus locations of student organizations officially recognized by the institution, including student organizations with noncampus housing facilities negating the requirement for outside law enforcement to report and record criminal activity at such locations.

Security of Academic and Administrative Buildings

The Citadel is committed to maintaining a safe and secure environment within its academic and administrative facilities. PSAF officers patrol campus grounds and conduct regular interior and exterior checks of academic and administrative buildings. At least one PSAF officer is on patrol at all times and responds to reports of suspicious activity, criminal incidents, safety concerns, and emergencies occurring within campus facilities.

Academic and administrative facilities are protected through a combination of physical security measures, personnel, and technology. Security features include campus-wide closed-circuit television (CCTV) systems, electronic access control systems in many newer facilities, and key-controlled access systems in certain older facilities. Public Safety personnel work closely with Facilities Management and other campus departments to assess security risks and address potential vulnerabilities through routine patrols, security assessments, and incident response activities.

Public Safety officers and Campus Services personnel may provide security escorts to students, faculty, staff, and visitors upon request. The Bulldog Alert application also provides personal safety features and monitoring tools that may be utilized by members of the campus community.

Access to Academic and Administrative Buildings

During normal business hours, The Citadel campus, excluding residential facilities, is generally open to students, employees, contractors, guests, visitors, and invitees. Traffic and access to campus is managed through three primary gates: Lesesne Gate, Hagood Gate, and Summerall Gate, along with auxiliary access points at Congress Street and Dunnemann Avenue. During the academic year, cadets monitor Lesesne Gate and Hagood Gate during designated periods. The Dunnemann Avenue and Congress Street gates are generally closed at 6:00 p.m.

Most academic and administrative facilities are accessible during normal operating hours, typically beginning in the early morning and remaining open throughout the academic and business day. Facilities are generally secured during evening hours, with many buildings beginning lockup procedures around 8:00 p.m. and final closures occurring by approximately 10:00 p.m., although specific building schedules may vary. Facilities such as Deas Hall, Daniel Library, Summerall Chapel, Mark Clark Hall, and other specialized facilities may operate under schedules established by the departments occupying those spaces. Emergencies, special events, maintenance activities, and operational requirements may necessitate changes to normal access schedules.

Keys to College buildings, facilities, and other structures remain the property of The Citadel and are issued only to authorized individuals for approved institutional purposes. Permission to possess or use keys may be restricted, revoked, or modified at any time based on operational or security needs.

The Citadel in D.C. Campus:

Security of and Access to Academic and Administrative Buildings

Only personnel who are enrolled or employed for the Citadel in D.C. program have access to academic and administrative facilities. Guests are required to provide ID, sign-in, and are required to be escorted by a student or employee at all times. Academic and administrative facilities are protected through a combination of physical security measures, personnel, and technology. Security features include closed-circuit television (CCTV) systems, electronic access control systems, and staff-members stationed at the front door(s).

Security of Residential Facilities

The Citadel's residential facilities are monitored and secured through a combination of personnel oversight, electronic access controls, physical security measures, and routine patrol operations. Residential facilities are equipped with electronic access control systems, and PSAF officers routinely patrol campus residential areas and respond to incidents occurring within the barracks and other residential facilities.

Residential security is supported through the coordinated efforts of PSAF, TAC Officers, cadet leadership, Battalion Command personnel, and other designated residential staff. Security measures include monitored entry points, controlled after-hours access procedures, and oversight by institutional personnel responsible for student safety and residential life operations. Public Safety also participates in security planning, physical security assessments, camera placement reviews, access control planning, and renovation projects affecting residential facilities.

Residents are encouraged to take an active role in maintaining personal security by securing residence rooms, protecting personal property, and promptly reporting suspicious activity or security concerns.

The Citadel in D.C. Campus:

The Citadel in D.C. Program utilizes a residential facility operated by International Student House (I-House DC). Building access is controlled through electronic key-fob systems and room-level combination locks. Residents are issued individual access credentials and are prohibited from sharing them with others. Visitors must comply with established guest procedures, including sign-in, escort, and access restrictions. Certain entrances are controlled or alarmed during designated nighttime hours. Access to residential areas is restricted to authorized residents, staff, and approved guests.

Access to Residential Facilities

Residential facilities are generally reserved for assigned residents and their authorized guests. Barracks are typically accessible between approximately 5:30 a.m. and 10:30 p.m. during normal operations. The five barracks are monitored by cadet or student guards during designated hours throughout the academic year.

During restricted-access periods, barracks gates are secured and entry is limited to authorized residents and approved personnel. Between 11:00 p.m. and 5:30 a.m. on most evenings, and between 1:00 a.m. and 5:30 a.m. on Friday and Saturday nights, access is controlled through established residential procedures and authorized personnel. During extended academic breaks and selected periods when residential facilities are not occupied, barracks gates may be secured continuously.

After-hours access is managed through electronic access controls, TAC Officers, Battalion Command personnel, and authorized residential staff. Access policies may be modified in response to emergencies, institutional needs, special events, or other operational considerations. Residents are responsible for safeguarding access credentials and ensuring compliance with all residential security and guest access requirements.

The Citadel in D.C. Campus:

The residential facilities utilized by participants in the Citadel in D.C. Program employ a variety of access and security measures designed to promote resident safety. Security measures include controlled building access, staffed administrative functions, visitor management procedures, restricted access to residential areas, and resident room locking systems. Residents are encouraged to keep rooms secured, report suspicious activity, and contact emergency services by dialing 911 when immediate law enforcement or emergency assistance is needed. Because The Citadel does not maintain a campus police department or dedicated security force at the D.C. campus, emergency law enforcement services are provided by the Metropolitan Police Department of the District of Columbia.

Security Considerations Used in the Maintenance of Campus Facilities

The Citadel facilities and landscaping are maintained in a manner designed to minimize hazardous and unsafe conditions through principles of Crime Prevention Through Environmental Design (CPTED). Parking lots, walkways, and other areas of campus are illuminated to promote safety and visibility. PSAF regularly reports malfunctioning lights, security concerns, and other unsafe physical conditions to Facilities Management for evaluation and corrective action.

The College's overall safety and security program is supplemented by a variety of technological systems, including closed-circuit television (CCTV) systems, emergency phones, the Bulldog Alert emergency notification system, fire detection and suppression systems, and electronic access control systems. CCTV coverage is deployed throughout campus, with enhanced camera and access-control capabilities incorporated into many newer facilities. Certain older buildings utilize key-controlled access systems.

PSAF actively participates in the planning, maintenance, and enhancement of campus security measures. Security considerations are incorporated into facility construction, renovation, and maintenance projects through participation in facility design reviews, physical security assessments, camera placement planning, and access control planning. Members of the campus community are encouraged to promptly report equipment failures, lighting concerns, and other physical security issues to PSAF or Facilities Management so that appropriate corrective measures can be taken.

The Citadel in D.C. Campus:

Students participating in The Citadel in D.C. Program are housed at International Student House Washington, D.C. (I-House DC). Security considerations for the residential facility are managed by I-House DC and include controlled building access systems, room access controls, visitor management procedures, routine maintenance practices, and regularly inspected fire and life-safety systems. Residents are encouraged to report maintenance, safety, and security concerns to I-House staff through established reporting channels. Building access controls, fire protection systems, emergency egress features, and other safety measures are maintained by I-House DC in accordance with applicable operational and regulatory requirements.

Hazing Policies and Reporting

The Citadel is committed to promoting an environment where all campus members can learn, work, and live free from physical or psychological injury incurred during recruitment, initiation processes, and participation in a student organization, club, or athletics team. To this end, the College prohibits hazing and works to prevent and address all incidents of hazing involving members of the campus community. Hazing is abusive, degrading, psychologically damaging, and may be life-threatening. It is unacceptable in all forms and has no place in The Citadel community. Student groups, organizations, athletic teams, and employees are important contributors to a vibrant and positive campus life and are expected to act in accordance with applicable policies and codes of conduct to treat others with respect.

Definitions of Hazing Used by the Institution:

Hazing: Hazing is defined slightly differently under applicable governing authorities. For the purposes of this policy, the definition shall apply to all of the following:

Federal Law (SCHA): Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons, regardless of the willingness of such other person or persons to participate that –

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership, in a student organization; and
- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as physical preparation necessary for participation in an athletic team), of physical or psychological injury, including –
 - whipping, beating, striking, electronic shocking, placing a harmful substance on someone's body, or similar activity;
 - causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or similar activity;
 - causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
 - causing, coercing, or otherwise inducing another person to perform sexual acts;
 - any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
 - any activity against another person that includes a criminal violation of local, State, or Federal law; and
- any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, or Federal law.

- A. **College Regulation (Citadel College Regulations):** A wrongful striking, an unauthorized laying hand upon; a threat of violence; an offer to do bodily harm by any student to another student; any other unauthorized treatment by one student toward another student of a tyrannical, abusive, shameful, insulting, or humiliating nature; or a

requirement of any student to perform personal services for another student except as specifically provided for cadets in the Blue Book, Regulations for the South Carolina Corps of Cadets.

The Citadel's institutional hazing policy incorporates both federal definition requirements and institutional standards designed to address conduct that may occur within the unique military leadership structure of the South Carolina Corps of Cadets. Conduct may constitute hazing under federal law, institutional policy, or both, and will be reviewed under applicable institutional procedures.

Student Organization: An organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, student government or cadet unit) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution. While student organizations that are not recognized or established by the College are not subject to the College's disciplinary jurisdiction, individuals who engage in violations of the standards of conduct outlined in the College's Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized or established by the institution.

Any student organization recognized or established by the College that is found to be responsible for violating the College's Hazing policy will be recorded in the Campus Hazing Transparency Report. However, all reports of hazing involving student organizations that meet Federal definition of Hazing occurring in the College's Clery Geography will be included in the crime statistics regardless of whether the organization is established or recognized by the institution.

How to Report Incidents of Hazing

The Citadel encourages the prompt reporting of all suspected hazing activity. Reports may be submitted by victims, witnesses, third parties, faculty, staff, coaches, advisors, or any member of the campus community. Reports may be made anonymously, confidentially, or through non-confidential reporting channels, as outlined in this Annual Security and Fire Safety Report.

Reports involving potential criminal conduct may also be reported directly to local law enforcement or Public Safety and Administration Facilities (PSAF).

Reporting Options

Non-Confidential Reporting Options

Citadel Public Safety
843-953-5114/Email: PSAF@Citadel.edu
208 Richardson Ave.

COL Heyward Hutson
Assistant Commandant for Discipline
843-953-6931/Email: hhutson1@citadel.edu
206 Jenkins Hall

Robert P. Pickering (Interim)
Executive Director of Student Affairs and Academic Services
843-953-5155/Email: pickeringr@citadel.edu
369B Bond Hall

Valerie Mercado
Title IX Coordinator/Compliance Officer

843-953-6881/Email: vmercado@citadel.edu
310 Bond Hall

Leah Schonfeld
CHRO/Vice President, Human Resources
843-953-6961/Email: schonfeldl1@citadel.edu
97 Hagood Ave (HR Building)

Confidential Reporting Options

MAJ Eileen Quinn
Director of CARE and Campus Advocate
843-953-7277/Email: equerra@citadel.edu
215 Mark Clark Hall

Dr. Lee Westberry, PhD
Ombudsperson
843-953-5188/Email: lwestber@citadel.edu
237 Bond Hall

Shamus Gillen
Ombudsperson
843-953-7698/Email: gillens@citadel.edu
Holiday Alumni Center Rm 122

Electronic and anonymous reporting may also be done by using the Ethics Point Fraud, Waste, and Abuse Compliance Hotline found at the bottom of the www.citadel.edu homepage or at:
<https://secure.ethicspoint.com/domain/media/en/gui/38738/index.html>

Process Used to Investigate Hazing

Upon receipt of a report of alleged hazing, The Citadel will promptly review the information received and determine the appropriate office responsible for addressing the matter. Reports of hazing involving cadets are referred to and investigated by the Office of the Commandant. Reports involving non-cadet students are referred to and investigated by the Office of the Provost or Student Affairs, as appropriate. Reports involving employees are referred to and investigated by Human Resources.

Anonymous reports will be reviewed and assessed to the extent possible; however, the institution's ability to conduct follow-up, gather additional information, and complete a thorough investigation may be limited when the reporter's identity is unknown. Nevertheless, if an anonymous report contains sufficient information indicating that hazing occurred within the institution's Clery Act geography and the reported conduct meets the federal definition of hazing, the incident will be included in the institution's annual statistical disclosure in the Annual Security Report.

Investigations are conducted by appropriately trained personnel in accordance with applicable institutional policies and procedures. As part of the investigation, the responsible office may gather information from reporting parties, respondents, witnesses, and other individuals with relevant knowledge of the reported conduct and may review relevant records and documentation.

The Citadel encourages the reporting of hazing and takes every report seriously. Reports are reviewed diligently and thoroughly in accordance with applicable employee, student, and cadet policies.

If a report alleges conduct that may constitute a violation of criminal law, the matter may also be referred to Public Safety and Administration Facilities (PSAF) and/or the appropriate law enforcement agency. Institutional investigations and criminal investigations may proceed simultaneously and independently. The Citadel will cooperate with any law enforcement investigation and provide appropriate assistance and support to affected individuals.

When a report alleges conduct that may constitute both hazing and a violation of The Citadel's Title IX or Sexual Misconduct policies, the Title IX Office will address alleged Title IX violations under applicable Title IX procedures, while non-Title IX hazing allegations will be addressed through the appropriate student, cadet, or employee conduct process. The College may coordinate among responsible offices to ensure a comprehensive response to reports involving multiple policy violations.

Following the completion of the investigation and any applicable review process, the appropriate institutional official or office will determine whether a violation of the institution's Hazing policy occurred and what corrective, disciplinary, educational, or remedial action is warranted. Individuals found responsible for committing, soliciting, encouraging, directing, aiding, or recklessly permitting hazing to occur may be subject to disciplinary action, up to and including expulsion for students or termination of employment for employees.

Information Regarding Applicable Local, State, and Tribal Laws on Hazing

In addition to the College's Hazing policy, members of the campus community should be aware of applicable jurisdictional laws pertaining to Hazing.

Local Laws on Hazing

There are no applicable local laws relating to Hazing in the College's jurisdiction.

Tribal Laws on Hazing

There are no applicable Tribal laws relating to Hazing in the College's jurisdiction.

State Laws - South Carolina Anti-Hazing Law

§ 59-101-200. Hazing prohibited; penalties.

(A) For purposes of this section:

- (1) "Student" means a person enrolled in a state university, college, or other public institution of higher learning.
- (2) "Superior student" means a student who has attended a state university, college, or other public institution of higher learning longer than another student or who has an official position giving authority over another student.
- (3) "Subordinate student" means a person who attends a state university, college, or other public institution of higher learning who is not defined as a "superior student" in subitem (2).
- (4) "Hazing" means the wrongful striking, laying open hand upon, threatening with violence, or offering to do bodily harm by a superior student to a subordinate student with intent to punish or injure the subordinate student, or other unauthorized treatment by the superior student of a subordinate student of a tyrannical, abusive, shameful, insulting, or humiliating nature.

(B) Hazing at all state supported universities, colleges, and public institutions of higher learning is prohibited. When an investigation has disclosed substantial evidence that a student has committed an act or acts of hazing, the student may be dismissed, expelled, suspended, or punished as the president considers appropriate.

(C) The provisions of this section are in addition to the provisions of Article 6, Chapter 3 of Title 16.

(D) The provisions of Section 30-4-40(a)(2) and 30-4-70(a)(1) continue to apply to hazing incidents.

SECTION 59-101-210. Institutional reports of certain violations; contents; availability; redress for violations.

The “Tucker Hipps Transparency Act”-

NOTE: Pursuant to South Carolina law, institutions are required to maintain a report of actual findings of violations by fraternities and sororities formally affiliated with the institution. Because The Citadel does not have fraternities or sororities formally affiliated with the College, this requirement is not applicable and no such report exists.

(A)(1) Beginning with the 2016-2017 academic year, a public institution of higher learning, excluding technical colleges, shall maintain a report of actual findings of violations of the institution’s Conduct of Student Organizations by fraternity and sorority organizations formally affiliated with the institution.

(2) The report of actual findings of violations of the Conduct of Student Organizations is required for offenses involving:

- (a) alcohol;
- (b) drugs;
- (c) sexual assault;
- (d) physical assault; and
- (e) hazing.

(3) The report of actual findings of violations must contain:

- (a) the name of the organization;
- (b) when the organization was charged with misconduct;
- (c) the dates on which the citation was issued or the event occurred;
- (d) the date the investigation was initiated;
- (e) a general description of the incident, the charges, findings, and sanctions placed on the organization; and
- (f) the date on which the matter was resolved.

(4) The report must include no personal identifying information of the individual members and shall be subject to the requirements of the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. 1232g.

(5) The institution shall update this report at least forty-five calendar days before the start of the fall and spring academic semesters.

(6) The institution shall provide reports required under this section on its Internet website in a prominent location. The webpage that contains this report must include a statement notifying the public:

- (a) of the availability of additional information related to findings, sanctions, and organizational sanction completion;
- (b) where a member of the public may obtain the additional information that is not protected under the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. 1232g; and
- (c) that the institution is required to provide this additional information pursuant to the South Carolina Freedom of Information Act.

(7) The institution shall furnish a printed notice of the nature and availability of this report and the website address where it can be found to attendees at student orientation.

(8) The institution shall maintain reports as they are updated for four years. Information that is four years old may be removed from the record by the institution as it updates its records.

(B) A public institution of higher learning shall submit to the Commission on Higher Education a statement within fourteen calendar days that the reports have been updated as required in subsection (A)(4). The commission shall publish on their webpage a link to the institution's updated reports.

(C) A member of the public who believes that an institution is not complying with the information disclosure required under this section may seek relief as provided for under the South Carolina Freedom of Information Act.

SECTION 59-63-275. Student hazing prohibited; definitions.

(A) For purposes of this section:

(1) "Student" means a person enrolled in a public education institution.

(2) "Superior student" means a student who has attended a state university, college, or other public education institution longer than another student or who has an official position giving authority over another student.

(3) "Subordinate student" means a person who attends a public education institution who is not defined as a "superior student" in item (2).

(4) "Hazing" means the wrongful striking, laying open hand upon, threatening with violence, or offering to do bodily harm by a superior student to a subordinate student with intent to punish or injure the subordinate student, or other unauthorized treatment by the superior student of a subordinate student of a tyrannical, abusive, shameful, insulting, or humiliating nature.

(B) Hazing at all public education institutions is prohibited. When an investigation has disclosed substantial evidence that a student has committed an act or acts of hazing, the student may be dismissed, expelled, suspended, or punished as the principal considers appropriate.

(C) The provisions of this section are in addition to the provisions of Article 6, Chapter 3 of Title 16.

SECTION 16-3-510. Hazing unlawful; definitions.

It is unlawful for a person to intentionally or recklessly engage in acts which have a foreseeable potential for causing physical harm to a person for the purpose of initiation or admission into or affiliation with a chartered or nonchartered student, fraternal, or sororal organization. Fraternity, sorority, or other organization for purposes of this section means those chartered and nonchartered fraternities, sororities, or other organizations operating in connection with a school, college, or university. This section does not include customary athletic events or similar contests or competitions, or military training whether state, federal, or educational.

SECTION 16-3-520. Unlawful to assist in or fail to report hazing.

It is unlawful for any person to knowingly permit or assist any person in committing acts made unlawful by § 16-3-510 or to fail to report promptly any information within his knowledge of acts made unlawful by § 16-3-510 to the chief executive officer of the appropriate school, college, or university.

SECTION 16-3-530. Penalties.

Any person who violates the provisions of Sections 16-3-510 or 16-3-520 is guilty of a misdemeanor and, upon conviction, must be punished by a fine not to exceed five hundred dollars or by imprisonment for a term not to exceed twelve months, or both.

SECTION 16-3-540. Consent not a defense.

The implied or express consent of a person to acts which violate Section 16-3-510 does not constitute a defense to violations of Sections 16-3-510 or 16-3-520.

The Citadel in D.C. Campus (Washington D.C. Hazing Law)

Hazing is any initiation of applicants to or members of a student or fraternal organization in which a person or people knowingly or recklessly organize, promote, facilitate or engage in any conduct, other than competitive athletic events, which places or may place another person in danger of bodily injury.

Any person who hazes or takes part in hazing activities on or off the property of any university located within the District of Columbia shall be deemed guilty of a misdemeanor and on conviction, is subject to a fine of up to \$1,000, or imprisonment of up to 6 months.

Any fraternity, sorority, or group recognized by any university within the District of Columbia who knowingly or recklessly permits hazing on or off the property of any university located within the District of Columbia shall be subject to a fine of not more than \$5,000.

The implied or expressed consent of a student shall not be a defense under this section.

There are no other local jurisdictional laws on Hazing for the Washington, D.C. area.

Campus Hazing Transparency Report

As required by the Stop Campus Hazing Act, the College publishes a Campus Hazing Transparency Report that summarizes findings concerning student organizations established or recognized by the College that have been found responsible for violating the College's Hazing policy. The Transparency Report will be updated to include new findings of organizational responsibility no less than twice annually following a final determination that a student organization has violated the College's Hazing policy. The College is not required by Federal law to publish a Transparency Report until a student organization has been found responsible for violating the College's Hazing policy.

Each entry published to the Campus Hazing Transparency Report will include, at a minimum, the following information:

- the student organization;
- a general description of the violation that resulted in a finding of responsibility;
- whether the violation involved the abuse or illegal use of alcohol or drugs;
- the findings of the institution (i.e., the rationale for finding the organization responsible for Hazing);
- any sanctions placed on the student organization; and
- the dates on which—
 - the incident was alleged to have occurred,
 - the investigation into the incident was initiated,
 - the investigation ended with a finding that a Hazing violation occurred, and
 - the student organization was provided notice that the incident resulted in a Hazing violation.

Hazing Prevention and Awareness Programs

The Citadel has implemented a variety of research-informed hazing prevention and awareness programs designed to educate students, faculty, and staff regarding hazing prevention, recognizing and reporting incidents of hazing, available reporting options, institutional response procedures, applicable laws, and available resources. These programs are intended to increase awareness of hazing risks, promote ethical leadership and accountability, encourage active bystander intervention, and foster a campus culture that supports student development and organizational success without hazing.

Hazing prevention and awareness programming includes information regarding the federal and institutional definitions of hazing, the federal definition of a student organization, examples and warning signs of hazing, methods for reporting suspected hazing, the College's process for reviewing, responding to, and investigating reports of hazing, applicable federal and state laws, bystander intervention strategies, ethical leadership, personal accountability, and the importance of fostering respect, teamwork, and organizational success without the use of hazing.

Students: All incoming students are assigned an online training module as part of the orientation and matriculation process. In addition, students have ongoing annual access to hazing prevention and awareness training through Vector Solutions via MyCitadel. Hazing prevention education is also provided annually through cadet orientation programming, sophomore educational programming, and leadership development training provided to selected student leaders, including cadet leadership personnel, Human Affairs Officers, and Cadet Chaplains.

Faculty and Staff: All new employees are assigned an online training module annually by Human Resources as part of the onboarding process. Employee training includes information regarding hazing prevention, reporting options, available resources, institutional policies, and employee responsibilities related to reporting concerns involving students, employees, or student organizations.

The Citadel also maintains hazing prevention and awareness resources through its Anti-Hazing Resource webpage, including reporting options, warning signs of hazing, examples of prohibited conduct, institutional policies, and links to additional hazing prevention and education resources.

Missing Students Policy and Procedure

Missing Student Policy

In accordance with the Higher Education Opportunity Act (HEOA), The Citadel has established a policy and procedures for responding to reports of students residing in on-campus student housing facilities who are believed to be missing.

Students, employees, and other individuals should immediately report information concerning a student who may be missing to:

- The Citadel Department of Public Safety (PSAF)
- The Commandant of Cadets
- Other appropriate College officials or Campus Security Authorities

Any official missing student report received by a College employee, Campus Security Authority, or other institutional official must be referred immediately to The Citadel Department of Public Safety (PSAF) for investigation, response, and coordination with law enforcement authorities.

Each student residing in an on-campus student housing facility has the option annually to identify and register one or more confidential missing person contacts to be notified in the event the student is determined to be missing. The designated contact person will be notified within twenty-four (24) hours if the student is determined to be missing by The Citadel Department of Public Safety (PSAF) or by the local law enforcement agency having jurisdiction over the area in which the student is determined to be missing.

Students may update their designated missing person contact information at any time. Missing person contact information is registered confidentially, maintained by authorized College officials, accessible only to authorized institutional personnel and law enforcement agencies involved in a missing person investigation, and may not be disclosed outside of a missing person investigation.

The Commandant's Office serves as a primary reporting and coordination point for missing student concerns involving residential cadets and maintains designated missing contact information in coordination with PSAF.

The Citadel considers a student to be missing when the student's whereabouts are unknown and circumstances indicate the student may be absent involuntarily or unexpectedly for a period of twenty-four (24) hours or more. Reports of potentially missing students are taken seriously and acted upon immediately. The twenty-four-hour threshold applies to federally required notification procedures and does not delay the institution's response to a report involving a potentially missing student.

Students are advised that:

- If they have designated a confidential missing person contact, that contact person will be notified within twenty-four (24) hours after the student is determined to be missing.
- If they are under eighteen (18) years of age and not emancipated, The Citadel will notify their custodial parent or guardian within twenty-four (24) hours after the student is determined to be missing.
- If they are under eighteen (18) years of age and not emancipated and have designated a confidential missing person contact, The Citadel will notify both the custodial parent or guardian and the designated contact person within twenty-four (24) hours after the student is determined to be missing.
- The Citadel will notify the local law enforcement agency having jurisdiction within twenty-four (24) hours after a student is determined to be missing, unless the local law enforcement agency made the determination that the student is missing.

Missing Student Procedures

If a student residing in an on-campus student housing facility is determined by PSAF or the local law enforcement agency having jurisdiction to have been missing for twenty-four (24) hours:

1. The student's designated confidential missing person contact will be notified by PSAF within twenty-four (24) hours, if the student has designated a contact person.
2. If the student is under eighteen (18) years of age and not emancipated, PSAF will notify the student's custodial parent or guardian and any designated confidential contact person within twenty-four (24) hours.
3. Regardless of whether the student has identified a contact person, is over the age of eighteen (18), or is an emancipated minor, The Citadel will notify the local law enforcement agency having jurisdiction within twenty-four (24) hours, unless that law enforcement agency made the determination that the student is missing.

PSAF will coordinate with the Commandant's Office, residential leaders, law enforcement agencies, healthcare providers, and other appropriate officials as necessary to assist in locating the student and ensuring compliance with all notification requirements. The College may implement these procedures in less than twenty-four (24) hours when circumstances warrant an accelerated response.

The Citadel in D.C. Campus:

Students participating in the Citadel in D.C. Program who reside in institution-arranged housing are subject to these Missing Student Notification Procedures. Reports concerning a potentially missing student should be made immediately to the Program Director and appropriate College officials. Any official missing student report

involving a participant in the Citadel in D.C. Program will be immediately referred to appropriate institutional officials and the Metropolitan Police Department of the District of Columbia (MPD).

The Citadel will coordinate with the Metropolitan Police Department of the District of Columbia (MPD), housing officials, and designated emergency contacts, as appropriate. Any student participating in the Citadel in D.C. Program who is determined to be missing for twenty-four (24) hours will be subject to the same notification requirements and procedures described above, including notification of designated contacts, custodial parents or guardians when applicable, and the law enforcement agency having jurisdiction.

Timely Warnings

The Citadel is responsible for issuing Timely Warnings (TW) in compliance with the Clery Act.

In the event a Clery Act crime is reported or observed, within Citadel's established Clery Geography (On Campus, Public Property and Non-campus property), in the judgment of the Director of PSAF or designee and in consultation with responsible authorities when time permits, constitutes a serious or continuing threat, a Timely Warning will be issued.

Anyone with information about a crime believed to warrant a Timely Warning should immediately report the crime to PSAF by phone at (843) 953-5114, by dialing 811 from a campus phone, in person at the Public Safety Office at 208 Richardson Avenue, or via the various Bulldog Alert [applications](#).

The Director of PSAF, Deputy Director of PSAF, or designee is responsible for determining the content of Timely Warnings and typically writing the warnings. In developing the warning, the Director of PSAF may consult with the Chief of Staff, Director of Communications and Marketing, General Counsel, and other appropriate Citadel officials as circumstances permit to ensure institutional awareness and coordination of communications. However, the Director of PSAF, Deputy Director of PSAF, or designee retains the authority to determine whether a Timely Warning will be issued and may issue and distribute a Timely Warning without such consultation when immediate notification is warranted or time does not permit prior notification of other Citadel officials. Timely Warnings are distributed by the Director of PSAF, Deputy Director of PSAF, or other authorized PSAF personnel, including dispatch personnel acting under the direction of the Director of PSAF, Deputy Director of PSAF, or designee. Should the Director of PSAF or Deputy Director of PSAF be directly impacted and involved in an incident response or otherwise unavailable, the Chief of Staff, General Counsel or Vice President for Communications and Marketing have the authority to develop and distribute Timely Warnings.

The decision to issue a timely warning will be made on a case-by-case basis after consideration of several factors, such as the nature of the crime, the seriousness of the incident, and whether it poses a serious or continuing threat to the campus community. Information may be withheld from the Timely Warning if there is a risk of compromising law enforcement efforts.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder and Non-Negligent Manslaughter
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger Citadel community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by

the Director of PSAF or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning.

- A string of Burglaries
- Major incidents of Arson
- A string of Motor Vehicle Thefts
- Hate Crimes
- Hazing
- Other Clery crimes as determined necessary by the Director of PSAF or their designee.

Timely Warnings are distributed, in a manner that is timely, as soon as pertinent information is available, withholding the names of victims as confidential, and with the goal of aiding in the prevention of similar crimes or occurrences. The college is not required to issue Timely Warnings for crimes reported to pastoral or professional counselors.

The Citadel does not issue Timely Warnings Notice for the crimes listed above if the subject of a crime is apprehended and the apprehension mitigates the serious or continuing threat to members of The Citadel community. Typically, warnings are not issued for any incidents older than ten (10) consecutive days from the date of occurrence, as such a delay in reporting has not afforded the College an opportunity to react or respond in a timely manner. This type of situation will be evaluated on a case-by-case basis.

PSAF supervisors and lead officers confer with the Director of PSAF, Deputy Director or their designee during the response to a crime to ensure a proper review of all Clery crimes (and other criminal incidents, as deemed appropriate) to determine if a serious or continuing threat to the community and if the distribution of a Timely Warning is warranted.

Timely Warnings are generally distributed through institutional blast email and other communication methods deemed appropriate to reach the entire campus community. Depending on the circumstances, supplemental communication methods may include Bulldog Alert text messaging, the College website, social media, or other communication channels.

Faculty, staff and cadets are encouraged to sign-up for the Bulldog Alert [mobile application](#) to allow text and app notification. Bulldog Alert System also sends a blast email to everyone with a citadel.edu account. Bulldog Alert is supplemented by the “Big Voice” public address notification system installed throughout campus, which includes a siren. An alert siren is also a component of the college’s emergency notification system. Campus Advisory posters located at building entrances and lobbies and posting to the college’s website serve as additional back-up communications methods.

Guests and visitors may receive Timely Warnings through the Bulldog Alert mobile application, the college’s Big Voice public address notification system, institutional social media channels, media outreach, and other communication methods deemed appropriate under the circumstances. Guests participating in college-sponsored programs may be encouraged to download the Bulldog Alert application to receive notifications directly.

Public Safety Advisories

From time to time, The Citadel may issue Public Safety Advisories to provide students, employees, and visitors with information regarding safety or security concerns that do not meet the criteria for a Timely Warning or Emergency Notification. Public Safety Advisories may be used to communicate information regarding crime trends, suspicious activity, incidents occurring in the surrounding community, crime prevention information, severe weather preparedness, or other safety-related matters that may be of interest to the campus community.

Public Safety Advisories are informational in nature and are intended to promote awareness and encourage appropriate precautionary measures.

The Director of PSAF, Deputy Director of PSAF, or designee is responsible for determining whether a Public Safety Advisory should be issued. The Director of PSAF, Deputy Director, or designee generally develops the content of the advisory and may consult with the Office of Communications and Marketing, the Office of General Counsel, or other College officials, as appropriate, based on the nature of the incident or information being communicated.

Public Safety Advisories may be distributed by PSAF personnel, the Office of Communications and Marketing, or their respective designees. Advisories may be disseminated through one or more communication methods, including institutional blast email, the Bulldog Alert system, the College website, social media platforms, electronic communications, or other appropriate methods designed to reach the campus community. The communication method utilized will depend upon the nature of the information being conveyed and the intended audience.

The issuance of a Public Safety Advisory does not replace or satisfy the College's obligation to issue a Timely Warning or Emergency Notification when required by the Jeanne Clery Campus Safety Act, applicable regulations, or institutional policy.

Emergency Response and Evacuation Procedures

Emergency Response

The Citadel has adopted a comprehensive Emergency Response Plan (ERP) that establishes policies, procedures, and organizational responsibilities for responding to emergencies affecting the campus community. The ERP is based on the National Incident Management System (NIMS) and incorporates the Incident Command System (ICS) to provide a coordinated and scalable response to emergencies. The plan guides the institution's preparedness, response, recovery, and continuity of operations efforts and is coordinated with local, state, and federal emergency response agencies as necessary. The ERP is available at: [Citadel Emergency Response Plan](#).

PSAF is responsible for the initial response to emergencies occurring on campus. During an emergency, the first arriving emergency responder establishes incident command until relieved by the senior official with legal or assigned responsibility. For significant incidents, PSAF coordinates response activities with the College's Crisis Management Team (CMT), which assists with institutional response, communications, and recovery operations.

The Citadel departments are responsible for developing emergency response and continuity of operations plans for their areas. Campus emergency management and environmental health and safety personnel provide resources and guidance for these plans as requested.

Emergency Response Testing and Exercises

The Citadel conducts emergency response drills, exercises, and training activities each year as part of its Annual Safety and Security Exercise Program. These activities are designed to evaluate emergency response capabilities, familiarize community members with emergency procedures, and assess the effectiveness of emergency communications systems. Exercises may include coordination with local, state, and federal emergency response agencies when appropriate. The Annual Safety and Security Exercise Program tests may be announced or unannounced. Each test is documented and includes a description of the exercise, the date and time of the event, and whether the test was announced or unannounced. Additionally, tests are conducted of the emergency notification systems on campus on a monthly basis.

The Citadel publicizes a summary of the emergency response and evacuation procedures via blast email

at least once each year in conjunction with a test (exercise and drill) meeting Higher Education Opportunity Act (HEOA) requirements.

Emergency Evacuation Procedures

The Citadel complies with South Carolina and Industry Fire Code standards for emergency evacuation drills. Students and employees learn emergency exit locations in the barracks and other buildings, and how to safely exit and assemble after an evacuation. Evacuation procedures change with time of day, building loads and other factors. PSAF or other emergency/safety personnel will communicate on-scene any specific directions after an evacuation.

Evacuation drills prepare building occupants for organized evacuation. Evacuation drills educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and become familiar with exits, fire alarm audible warnings, and other factors.

General Evacuation Procedures for Building Occupants

At the sound of a fire alarm or if instructed to evacuate, proceed to the nearest exit, and leave the building. If first to recognize a fire situation, activate an alarm, evacuate to a safe location using the nearest exit, and notify PSAF via Bulldog Alert, or (843) 953-5114 or on campus extension 811 or 911.

1. Remain Calm
2. Do NOT use Elevators.
3. Assist the physically impaired. If unable to exit without an elevator, secure a safe location near a stairwell and immediately inform emergency personnel of the impaired location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Do not re-enter the building.

Shelter-in-Place Procedures

Staying in place during an emergency may be the best option if your building or structure remains safe. Other buildings may be damaged, or the external environment may be more dangerous. Additionally, threats on campus, such as criminal activity, may dictate messaging to 'Shelter in Place.'

Basic "Shelter-in-Place" Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until advised. If your building is damaged, take personal belongings and follow evacuation procedures (close door, proceed to the nearest exit, and use the stairs vice elevators). Once evacuated, seek shelter at the nearest college building quickly. If police or fire department personnel are on the scene, follow their directions and remain clear of roads and sidewalks.

How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from several sources, including Bulldog Alert, Big Voice, or verbally.

How to "Shelter-in-Place"

1. Stay where you are. Collect supplies and a phone; silence the phone in situations an intruder may be present. If outdoors, proceed into the closest building quickly and/or follow directions from Bulldog Alert or emergency personnel.
2. Best factors for Shelter in Place:
 - An interior room.
 - Above ground level.

- With the least number of windows.
- 3. Shut and lock all windows (tighter seal) and close and lock doors.
- 4. Turn off air conditioners, heaters, and fans.
- 5. Close vents to ventilation systems as able.
- 6. Make a list of the people with you and advise PSAF or -911.
- 7. If in response to an intruder, secure all lights, and prepare to further barricade and defend yourself.

The Citadel in D.C. Campus

Students participating in The Citadel in D.C. program receive orientation on emergency procedures, safety expectations, emergency contacts, crime reporting procedures, and available resources in the Washington, D.C. area. Students are encouraged to remain aware of their surroundings, familiarize themselves with local emergency resources, and exercise appropriate caution while living, working, and traveling throughout the District of Columbia.

In the event of a significant emergency or dangerous situation, students should immediately call 911 and follow the instructions of the Metropolitan Police Department of the District of Columbia (MPD), fire and emergency medical personnel, emergency management officials, housing staff, and other first responders. Students should also notify the resident faculty director as soon as it is safe to do so.

Students may be required to evacuate, shelter in place, relocate, or avoid specific areas depending on the nature of the emergency. Situations that may require emergency action include fires, severe weather, hazardous material incidents, utility failures, criminal activity, civil disturbances, public health emergencies, transportation disruptions, or other threats to health and safety. Students are expected to comply with all lawful directions issued by emergency responders and program officials during an emergency.

Students residing at International House (I-House DC) are expected to follow all posted evacuation procedures and emergency instructions. In the event of a fire alarm or other emergency requiring evacuation, occupants must immediately evacuate using the nearest safe exit and proceed to a designated assembly area or other location identified by emergency responders or housing staff. Housing facilities are equipped with fire safety features, including fire alarm systems, smoke detectors, fire extinguishers, exit signage, and designated evacuation routes.

Emergency information may be communicated through emergency responders, Metropolitan Police Department alerts, housing staff, the resident faculty director, email, telephone, text message, or other available means. The Citadel annually reviews emergency response and evacuation procedures applicable to the D.C. program and provides emergency preparedness information to participants through orientation and ongoing communications.

Emergency (Immediate) Notification

The Citadel has multiple communication paths to notify and inform the campus community. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples that may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder; bomb/explosives (threat); communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster; hazardous materials incident and structural fire.

Members of the campus community should immediately report any emergency, suspicious activity, criminal act, fire, medical emergency, hazardous condition, or other threat to health or safety to the Department of Public Safety and Facilities (PSAF).

To report an emergency:

- Call **911** for immediate police, fire, or medical assistance.
- Contact **PSAF** at **843-953-5114** (emergency line) for on-campus emergencies and assistance.
- Report emergencies in person to a PSAF officer or at the PSAF office.
- If safe to do so, provide the nature and location of the emergency, the number of individuals involved, and any known hazards or injuries.

Community members are encouraged to report emergencies as quickly as possible so appropriate responders can assess the situation and initiate emergency response and notification procedures.

In the event of an emergency, The Citadel will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities (including, but not limited to: PSAF, local law enforcement, the Chief of Staff, Senior Vice President, the Commandant, campus Fire Marshal, Director of Emergency Health and Safety, and/or the local Fire and Emergency Medical Services), compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The Citadel has implemented a campus-wide emergency notification system, which can be activated to alert the campus community in the event of a serious emergency on campus. An “emergency notification” is broader than a “timely warning.” “Timely Warnings” address certain criminal actions that represent a serious or ongoing threat to the campus community, whereas “emergency notifications” may address both criminal actions and other significant incidents or emergencies, such as weather and medical emergencies.

The Public Safety staff is responsible for responding to reported emergencies and confirming the existence of an emergency, sometimes in conjunction with campus administrators, the campus Fire Marshal, the Director of Environmental Health and Safety, local first responders (local/state police, fire department, emergency medical services, etc.) and/or the national weather center, as appropriate.

If the Director of PSAF or designee, in conjunction with other College administrators, local first responders, Public Health Officials, and/or the National Weather Service, confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of The Citadel community, the Director of PSAF, Deputy Director of PSAF, or designee will determine the content of the emergency notification and initiate the distribution of the alert immediately notifying the campus community using some or all of the systems described below to communicate the threat to The Citadel community or to the appropriate segment of the community if the threat is limited to a particular building, area, or segment of the population. The scope of notification will be determined based on the location, severity, immediacy, and anticipated impact of the threat.

The Director of PSAF, Deputy Director of PSAF, or designee retains authority to determine the content of and issue Emergency Notifications. As circumstances permit, PSAF will consult with the Chief of Staff, Senior Vice President for Operations and Administration, General Counsel, Vice President for Communications and Marketing, and other appropriate College officials to promote situational awareness, coordinate response activities, and support consistent communications. Such consultation is advisory and may include discussion of the scope of the emergency, protective actions, operational impacts, stakeholder communications, resource deployment, and message development; it is not an approval process and will not delay the issuance of an Emergency Notification when immediate action is necessary to protect the health or safety of the campus community. When circumstances require, PSAF may determine the content of and issue an Emergency Notification without prior consultation. If PSAF leadership is directly engaged in the emergency response or otherwise unavailable, the Chief of Staff, Senior Vice President for Operations and Administration, General Counsel, or Vice President for Communications and Marketing may authorize and facilitate distribution of the Emergency Notification to ensure timely communication with the campus community. Communications and Marketing personnel may assist with message refinement,

media coordination, follow-up communications, and dissemination of information to external stakeholders and the broader community.

Notification will be made by using some or all of the following methods, depending on the type of emergency: If any of these systems fail or the college deems it appropriate, in-person communication may be used to communicate an emergency.

PRIMARY EMERGENCY NOTIFICATION SYSTEMS

System to Use	Primary Message Creator	Backup Message Creator	Authority for Approving & Sending Messages	Primary Message Sender/Distributor	Backup Message Sender/Distributor
Bulldog Alert (Text, Email, App, Voice)	Director of PSAF	Deputy Director of PSAF or Designee	Director of PSAF, Deputy Director of PSAF, or Designee	PSAF Dispatch Personnel	Authorized PSAF Personnel
Big Voice Public Address / Siren System	Director of PSAF	Deputy Director of PSAF or Designee	Director of PSAF, Deputy Director of PSAF, or Designee	PSAF Dispatch Personnel	Authorized PSAF Personnel
Campus-Wide Email Notifications	Director of PSAF	Deputy Director of PSAF or Designee	Director of PSAF, Deputy Director of PSAF, or Designee	PSAF Dispatch Personnel	Authorized PSAF Personnel
Emergency Telephone / Voice Notifications	Director of PSAF	Deputy Director of PSAF or Designee	Director of PSAF, Deputy Director of PSAF, or Designee	PSAF Dispatch Personnel	Authorized PSAF Personnel
Bulldog Alert Website	Director of PSAF	Deputy Director of PSAF or Designee	Director of PSAF, Deputy Director of PSAF, or Designee	Communications & Marketing and/or PSAF Personnel	Communications & Marketing Designee
Fire Alarm Systems	Director of PSAF	Deputy Director of PSAF or Designee	PSAF, Fire Department, Fire Marshal, or Authorized Personnel	Automatic Alarm System	N/A

SECONDARY/SUPPLEMENTAL COMMUNICATION METHODS

System to Use	Primary Message Creator	Backup Message Creator	Authority for Approving & Sending Messages	Primary Message Sender/Distributor	Backup Message Sender/Distributor
Social Media	Communications & Marketing using PSAF-provided information	Communications & Marketing Designee	Vice President for Communications & Marketing or Designee	Communications & Marketing	Communications & Marketing Designee
Local Media Outreach / Press Releases	Communications & Marketing using PSAF-provided information	Communications & Marketing Designee	Vice President for Communications & Marketing or Designee	Communications & Marketing	Communications & Marketing Designee
Citadel Homepage / Emergency Banner	Communications & Marketing using PSAF-provided information	Communications & Marketing Designee	Vice President for Communications & Marketing or Designee	Communications & Marketing	Communications & Marketing Designee
Digital Signage (where available)	PSAF or Communications & Marketing	Designee	Director of PSAF or Vice President for Communications & Marketing	Authorized System Operator	Authorized System Operator
In-Person Communications	Incident Commander / PSAF Official on Scene	Senior PSAF Official or Emergency Responder	Incident Commander or Senior Responding Official	PSAF Personnel, Emergency Responders, College Officials	Emergency Responders and College Officials

1. Emergency warning sirens, located at various locations on the Citadel campus:

- a. Immediately increases awareness of surroundings and be alert for any type of potential threat.
- b. Activate personal communication devices to prepare for receipt of emergency information messages (e.g. cell phones, pagers, etc.).
- c. If outdoors, prepare to move to an area of shelter or safety using caution before automatically moving into any specific building until the exact nature of the emergency and/or the areas of campus involved or impacted are known.
- d. If indoors, prepare to initiate evacuation, shelter-in-place (as outlined above), or emergency lockdown procedures.

2. The Bulldog Alert messaging system:

The Bulldog Alert messaging system may be activated to send a combination of text, email, and app alerts. These messages will contain important information about the emergency and/or specific response instructions. All students and employees are provided a campus email address upon enrollment or employment. Students and employees should regularly check their email. Students and employees can download Bulldog Alert via Apple or Google app stores.

More information may be found online: <https://www.citadel.edu/bulldogalert/emergency-contact-information/>. Parents and guardians of Citadel students may also download the app. As indicated above, the local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents and other interested parties. The larger community can also access emergency information via the Citadel homepage and/or social media.

3. Notification Process and Officials Responsible for Implementation:

- a. The Citadel Public Safety Department receives information from individuals on- and off-campus and from the various offices and departments on campus. Public Safety will provide the initial response to investigate reported concerns and determine any potential threat. If Public Safety determines that a potential threat exists, dispatch will immediately notify senior college administrators listed below, who will be responsible for further action.
- b. Emergency messaging will primarily be used in situations that pose an immediate threat to the health or safety of students or employees on campus or for the closing of campus or cancellation of classes (i.e., severe weather, chemical spills, fires, and crimes). Messages about criminal activity generally will not be sent using these systems unless appropriate officials determine that there is an imminent threat of danger. **The victim's name and other personally identifying information will NOT be included in any Emergency Notification.** The emergency notification system is provided in addition to existing emergency notification procedures and does not replace any other emergency notification system (e.g., fire alarms, tornado sirens).
- c. Senior college administration officials responsible for receiving notification of potential threats and taking further action include, but are not limited to:
 - i. The President,
 - ii. The Provost
 - iii. Senior Vice President for Operations and Administration
 - iv. Military Secretary to the President

- v. Commandant of Cadets
- vi. Vice President for Communications and Marketing

Other Vice Presidents and Senior Staff as required.

If there is an immediate threat to the health or safety of students or employees occurring on campus, The Citadel will immediately notify the campus community and will follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed, using some or all of the same distribution methods described in this Annual Security and Fire Safety Report.

4. Testing:

- a. The Citadel Public Safety Department will conduct monthly tests of the emergency communications sirens and notification systems. The tests will take place at approximately noon on the first workday of each month. The Citadel Public Safety and The Citadel Department of Environmental Health and Safety are responsible for conducting additional announced and unannounced tests of emergency response and evacuation procedures, and for maintaining documentation for each test, including a description of the exercise, its date and time, and whether it was announced or unannounced. The Citadel Department of Public Safety will publish a summary of its emergency response and evacuation procedures in conjunction with at least one test per calendar year.

The institution will provide follow-up information and updates as new information becomes available until the incident is resolved or normal operations resume. The Director of PSAF, Deputy Director of PSAF, or designee, in coordination with Communications and Marketing as appropriate, is responsible for providing ongoing updates and follow-up information to the campus community throughout an emergency incident and upon resolution of the incident. Updates will be disseminated as new information becomes available using some or all of the communication methods identified in this policy (except fire alarms).

When a threat is neutralized or effectively removed, campus community members will be appropriately informed via all or some of the aforementioned communications methods. Additionally, updates regarding a prolonged and ongoing emergency situation such as a health emergency (norovirus, serious illness, pandemic, etc.) can be provided by creating a banner (webpage) **at the top of the institution's homepage** that would contain specific status update information along with links to public health agencies (for example) or other relevant entities.

The Citadel in D.C. Campus:

The Citadel will issue Timely Warnings and Emergency Notifications for the DC Campus in accordance with applicable Clery Act requirements. Unless specifically noted otherwise for the DC Campus, all standards, definitions, decision-making processes, and notification procedures governing Timely Warnings and Emergency Notifications are those set forth elsewhere in this Annual Security and Fire Safety Report.

Because the institution does not maintain a law enforcement agency in Washington, D.C., information regarding criminal incidents or emergencies may be received from the on-site program administrator, Campus Security Authorities (CSAs), the Metropolitan Police Department (MPD), U.S. Capitol Police,

property management personnel, or other local authorities. The on-site program administrator should be notified and will notify the team members listed above at the main campus.

Publicly Available Record-Keeping

The Citadel does not publish the names of crime victims or identifiable information regarding victims in the PSAF daily crime log or in Timely Warnings or Emergency Notifications. Police reports are open for inspection and copying under South Carolina's Freedom of Information Act. The extent to which The Citadel can protect the identity of a victim/survivor contained in police reports is not absolute; however, The Citadel uses its best efforts to protect the identity of the Title IX victim/survivor and the intimate details of the report.

Crime Prevention and Security Awareness Programs

An informed campus community is an important component of a comprehensive safety and security program. The Citadel is committed to providing students and employees with information about campus safety practices, crime prevention strategies, security procedures, emergency response protocols, and available reporting resources.

Crime Prevention Programs

Crime prevention programs are designed to reduce opportunities for criminal activity and promote behaviors that contribute to a safe and secure campus environment. The Citadel provides crime prevention information and programming throughout the academic year to encourage students and employees to recognize potential risks, take reasonable precautions, promptly report suspicious or concerning activity, and utilize available campus safety resources.

During the past year, The Citadel continued to enhance its physical security infrastructure. The campus camera system was expanded to provide additional coverage in a variety of areas identified through requests and feedback from students and employees. Additional lighting was also installed in selected areas to improve visibility and enhance nighttime safety and security. These improvements support the institution's ongoing efforts to identify and address areas where additional security measures may help reduce opportunities for criminal activity and improve the overall safety of the campus environment.

A major focus of The Citadel's crime prevention and security awareness efforts during the **2026–2027 academic year** will be increasing student and employee awareness of the capabilities available through the **Bulldog Alert** system. In particular, Public Safety will highlight the **"Walk with Me"** feature, which can provide an additional safety resource for individuals walking to or from campus who would like the added reassurance of having Public Safety monitor their progress.

The feature can assist Public Safety in knowing when an individual has reached their destination and provide an additional means of identifying when assistance may be needed.

Public Safety will also increase awareness of the Bulldog Alert system's capability to allow students and employees to **share real-time video of a concern, incident, or suspected crime with Public Safety dispatchers**. Increasing awareness and use of this capability can provide dispatchers with additional information about an incident as it is occurring and assist Public Safety personnel in assessing and responding to reported concerns.

These initiatives reflect The Citadel's continued emphasis on combining physical security improvements, technology, emergency preparedness, and community participation to enhance crime prevention and promote a safer campus environment.

Security Awareness Programs

Security awareness programs are designed to increase awareness of campus safety procedures and encourage members of the campus community to take responsibility for their own safety and the safety of others.

PSAF presents security awareness information to incoming students each August as part of orientation activities. New employees receive a safety and security briefing during employee orientation, which is also available online. These programs provide information regarding campus security procedures, emergency reporting options, emergency notification systems, personal safety practices, and safety resources available through PSAF.

During the 2025–2026 academic year, The Citadel conducted approximately eleven (11) security awareness programs addressing emergency reporting procedures, campus security resources, and general safety awareness. These programs were designed to familiarize students and employees with available campus safety resources, reporting options, and actions they can take to enhance their personal safety and the safety of the campus community.

In addition, The Citadel conducted two (2) programs addressing active shooter response and shelter-in-place procedures. These programs provided participants with information regarding appropriate actions to take during an active threat or other emergency requiring individuals to shelter in place.

The Citadel also conducted a **Severe Weather/All-Hazards Emergency Preparedness Exercise and Briefing** for senior staff representing Academic Affairs, Operations, Cadet Services, and Graduate Student Services. The exercise provided an opportunity for senior leadership to review emergency response procedures, discuss organizational roles and responsibilities, and enhance coordination and communication during severe weather and other all-hazards emergencies.

All security awareness and crime prevention programs encourage students and employees to remain alert, security-conscious, and actively engaged in maintaining a safe campus environment. Participants are encouraged to promptly report crimes, suspicious activity, safety concerns, and emergencies to PSAF.

For additional information regarding crime prevention and security awareness programs, contact PSAF at (843) 953-5114 or campus extension 811.

The Citadel in D.C. Campus:

Students attending The Citadel in D.C. Campus receive crime prevention and security awareness programming as part of their program at the main campus, but there are no specific programs offered at the D.C. campus.

Drug Free Schools and Communities Act (DFSCA)

In compliance with the Drug-Free Schools and Communities Act of 1989 and the Drug-Free Workplace Act of 1988, The Citadel has adopted and implemented an Alcohol and Drug Abuse Prevention Program (ADAPP) that aligns with the Drug Alcohol Abuse and Prevention Program (DAAPP) Federal requirements. The ADAPP integrates local, state, and federal laws and institutional policies along with comprehensive prevention initiatives. It is distributed annually to all employees, cadets, and students. The program includes standards of conduct prohibiting the unlawful possession, use, manufacture, distribution, and sale of alcohol and illegal drugs; applicable institutional sanctions; federal, state, and local legal sanctions; health risks associated with alcohol and drug abuse; and information regarding available counseling, treatment, rehabilitation, and support resources. Students and employees are subject to the institutional standards and prevention programs outlined within the ADAPP.

A complete description of the Drug and Alcohol Abuse Program is provided through applicable College publications and annual notifications.

Possession, Use, and Sale of Alcoholic Beverages and Enforcement of State Underage Drinking Laws

South Carolina law prohibits the possession, use, purchase, or consumption of alcoholic beverages by persons under twenty-one (21) years of age except as otherwise provided by law. South Carolina law further prohibits the sale, furnishing, or provision of alcoholic beverages to underage persons and prohibits the use of false identification to obtain alcohol.

Violations of applicable alcohol laws or The Citadel's policies may result in criminal prosecution, institutional disciplinary action, fines, imprisonment, or other sanctions permitted by law. The Citadel Department of Public Safety (PSAF) has primary responsibility for enforcing alcohol laws and institutional policies on campus and works in cooperation with local, state, and federal law enforcement authorities as appropriate.

With limited exceptions, cadets and non-cadet students are prohibited from possessing or consuming alcoholic beverages on campus, in Citadel-owned facilities, and at Citadel-sponsored events unless specifically authorized by College policy.

The Citadel in D.C. Campus:

District of Columbia law prohibits the possession, purchase, or consumption of alcoholic beverages by persons under twenty-one (21) years of age except as otherwise provided by law. District of Columbia law further prohibits the sale, furnishing, delivery, or provision of alcoholic beverages to persons under twenty-one (21) years of age and prohibits the use of false or fraudulent identification to obtain, possess, or consume alcohol.

Violations of applicable alcohol laws or The Citadel's policies may result in criminal prosecution, institutional disciplinary action, fines, suspension of driving privileges, imprisonment, or other sanctions permitted by law. The Metropolitan Police Department of the District of Columbia (MPD) has primary responsibility for enforcing applicable alcohol laws within its jurisdiction and works in cooperation with federal and other law enforcement authorities as appropriate. The Citadel also enforces its institutional policies through applicable administrative and disciplinary processes.

With limited exceptions, cadets and non-cadet students are prohibited from possessing or consuming alcoholic beverages on campus, in Citadel-owned or controlled facilities, and at Citadel-sponsored events unless specifically authorized by College policy.

Possession, Use, and Sales of Illegal Drugs and Enforcement of Federal and State Drug Laws

The Citadel is committed to maintaining a drug-free environment and strictly prohibits the unlawful manufacture, alteration, delivery, distribution, dispensing, possession, solicitation, sale, or use of illegal drugs, controlled substances, and drug paraphernalia by faculty, staff, cadets, students, and visitors on College property or as part of any College-sponsored activity.

The Citadel further prohibits aiding, abetting, financing, or otherwise facilitating the purchase, manufacture, distribution, possession, or sale of prohibited drugs or controlled substances.

Under South Carolina law, controlled substances are regulated pursuant to the South Carolina Controlled Substances Act (S.C. Code Ann. § 44-53 et seq.). South Carolina law prohibits the unlawful possession,

manufacture, distribution, trafficking, sale, or possession with intent to distribute controlled substances, including marijuana, cocaine, heroin, methamphetamine, fentanyl, and other substances identified in state and federal controlled substance schedules. Violations may result in criminal penalties, including fines, imprisonment, forfeiture of property, and other sanctions authorized by law.

The possession of drug paraphernalia, as defined by South Carolina law, is prohibited. The Citadel also prohibits the possession, purchase, manufacture, solicitation, distribution, sale, or use of hallucinogenic substances and the providing of financial assistance or other support for the purchase, sale, manufacture, distribution, or delivery of illegal drugs.

Violations of federal, state, or local drug laws, or The Citadel's policies regarding illegal drugs and controlled substances, may result in criminal prosecution, institutional disciplinary action, or both. Students found responsible for violations may be subject to disciplinary sanctions up to and including dismissal or expulsion. Employees may be subject to disciplinary action up to and including termination of employment. Visitors may be removed from campus and prohibited from future access to College property.

The Citadel Department of Public Safety (PSAF) has primary responsibility for enforcing federal, state, and local drug laws on campus and works in cooperation with local, state, and federal law enforcement agencies in the investigation and prosecution of drug-related offenses.

Members of the South Carolina Corps of Cadets are subject to The Citadel's drug-testing program as a condition of acceptance and continued enrollment. Cadets may be selected for random drug testing or directed to submit to testing when reasonable suspicion exists that a violation of applicable drug laws or College policies has occurred. Refusal to submit to required testing may be treated as a positive drug test result and may result in disciplinary action.

Additional information regarding federal and South Carolina drug laws, institutional disciplinary sanctions, legal sanctions, health risks, prevention programs, counseling services, treatment resources, and recovery-support services is available in The Citadel's Alcohol and Drug Abuse Prevention Program (ADAPP).

The Citadel in D.C. Campus:

District of Columbia and federal law prohibit the unlawful possession, use, manufacture, distribution, dispensing, or sale of controlled substances except as authorized by law. Individuals who knowingly possess, use, manufacture, distribute, or possess with intent to distribute illegal drugs may be subject to criminal penalties, including fines, imprisonment, and other sanctions. While District of Columbia law permits limited possession and personal use of marijuana by adults twenty-one (21) years of age and older under certain circumstances, all students remain subject to applicable federal law and The Citadel's policies regarding drugs and controlled substances.

Violations of applicable drug laws or The Citadel's policies may result in criminal prosecution, institutional disciplinary action, fines, imprisonment, mandatory educational or treatment programs, or other sanctions permitted by law. The Metropolitan Police Department of the District of Columbia (MPD) has primary law enforcement jurisdiction for the enforcement of applicable drug laws and works in cooperation with federal and other law enforcement agencies as appropriate. The Citadel also enforces its institutional policies through applicable administrative and disciplinary processes.

Students are prohibited from unlawfully possessing, using, manufacturing, distributing, dispensing, or selling illegal drugs or controlled substances on campus, in Citadel-owned or controlled facilities, or at Citadel-sponsored activities. Such conduct may result in disciplinary action up to and including suspension, expulsion, or termination from educational programs, in addition to any criminal penalties that may apply.

Drug and Alcohol Abuse Education Programs

In compliance with the Drug-Free Schools and Communities Act of 1989 (DFSCA), The Citadel provides comprehensive alcohol, tobacco, and other drug (ATOD) prevention programming for cadets, students, and

employees. For cadets and students, the Campus Alcohol and Drug Information Center (CADIC) provides prevention, education, awareness, intervention, and recovery-support programming through student orientation, targeted interventions, online education, individual services, group programming, awareness initiatives, and other activities throughout the academic year. ATOD prevention and awareness efforts for employees are provided through Human Resources or other appropriate campus offices and institutional initiatives.

Primary Prevention and Awareness Programs

Alcohol Wise and Alcohol Wise 21+

- Interactive online educational programs are designed to help students make informed decisions regarding alcohol use.
- Focus on reducing high-risk drinking behaviors and increasing awareness of the effects of alcohol on health, safety, and academic success.

CADIC 101

- Provides an overview of CADIC services, campus resources, alcohol and other drug prevention information.
- Introduces participants to available prevention, intervention, and support resources.

Training for Intervention Procedures (TIPS)

- Skill-based training is designed to prevent alcohol-related incidents and promote responsible alcohol service practices.
- Focuses on recognizing high-risk situations and effective intervention strategies.

Secondary Prevention and Intervention Programs

Alcohol Skills Training Program (ASTP)

- Small-group educational program providing information on alcohol misuse.
- Help participants identify drinking cues, develop refusal skills, and strengthen stress-management techniques.

CHOICES for Alcohol

- Alcohol misuse prevention program utilizing self-reflection, journaling, and group discussion.
- Assist participants in evaluating behaviors and developing risk-reduction strategies.

CHOICES for Cannabis

- Cannabis misuse prevention program emphasizing self-reflection and risk-reduction planning.
- Designed to increase awareness of cannabis-related risks and protective factors.

Brief Alcohol Screening and Intervention

- Individualized intervention designed to assess alcohol-related risk factors.
- Supports development of personalized risk-reduction and behavior-change plans.

Brief Cannabis Screening and Intervention

- Individual intervention focused on identifying cannabis-related risk factors and supporting informed decision-making.

Brief Tobacco Screening and Intervention

- Individualized intervention addressing tobacco and nicotine use.
- Includes risk-reduction and cessation planning using evidence-based practices.

e-Checkup for Alcohol

- Online self-assessment tool that evaluates alcohol use risk factors.
- Provides personalized feedback and protective-factor information.

e-Checkup for Cannabis

- Online assessment that evaluates cannabis use risk and provides individualized educational feedback.

e-Checkup for Tobacco

- Online self-assessment addressing tobacco and nicotine use behaviors.
- Provides individualized prevention and cessation information.

MyPrime

- Self-paced online intervention focused on alcohol and drug-related behaviors.
- Encourages self-assessment, reflection, and healthier decision-making.

Prime for Life

- Evidence-based prevention, intervention, and pretreatment program.
- Designed for individuals exhibiting high-risk alcohol and other drug use behaviors.

Under the Influence

- Online educational intervention used primarily for individuals who have violated alcohol-related laws or institutional policies.
- Focuses on reducing future alcohol-related risk and misconduct.

Recovery Support and Referral Services

Alcoholics Anonymous (AA)

- Alcoholics Anonymous (AA) meetings are available on campus and within the community for all members of The Citadel community, including employees, cadets, and students, who are seeking support related to alcohol use concerns.

CADIC Support Group

- Peer-support program provides a safe environment for participants to discuss experiences, build resilience, and develop healthy coping strategies.

SMART Recovery

- Science-based recovery-support program available only to cadets and students, emphasizing self-empowerment, problem-solving, and long-term behavior change.

Employee Assistance Program (EAP)

- Available to employees for counseling, referral, and support services related to substance misuse and mental health concerns.

Referral Services

- CADIC provides referrals to community-based counseling, treatment, rehabilitation, outpatient treatment providers, psychiatrists, psychotherapists, and recovery-support resources for students. Employees are referred to Human Resources and given a list of local service providers.

Educational Events and Outreach

CADIC sponsors educational programming for cadets and students; however, any member of the campus community may attend unless otherwise specified. Programming is designed to:

- Promote healthy decision-making and responsible behaviors.
- Increase awareness of alcohol, tobacco, cannabis, and other drug-related risks.
- Provide information regarding prevention, intervention, and recovery resources.
- Strengthen protective factors and risk-reduction skills.
- Connect cadets and students with campus and community support services through presentations, guest speakers, panels, simulations, workshops, and outreach programs.

Online Education

CADIC Online

- A collection of self-paced online alcohol and other drug educational programs available only to cadets and students.
- Programs range from approximately thirty minutes to several hours in duration and may be used for prevention, education, or intervention purposes.

Additional Information

Additional information regarding The Citadel's alcohol and drug prevention programs, legal sanctions, health risks, disciplinary sanctions, counseling resources, treatment options, and recovery-support services is available through the Alcohol and Drug Abuse Prevention Program (ADAPP) and the Campus Alcohol and Drug Information Center (CADIC). A copy of the ADAPP may be obtained by contacting the Campus Alcohol and Drug Information Center (CADIC) at cadic@citadel.edu or by calling (843)945-0510 or in person at the CADIC office, located in Mark Clark Hall, Room 217, 171 Moultrie Street, Charleston,

SC 29409. The Citadel's Alcohol and Other Drugs Policy is available on the web at <http://www.citadel.edu/root/images/policies/alcohol-and-other-drugs-policy.pdf>.

The Citadel is a tobacco-free campus. The use of all tobacco products including cigarettes, cigars, pipes, water pipes (hookahs), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and any nicotine delivery devices not approved by the Food and Drug Administration (FDA), is strictly prohibited in all facilities, buildings, and outdoor areas owned and operated by The Citadel. Occupants of Citadel campus housing are permitted to smoke in backyards and on screened back porches only. All faculty, staff, cadets, students, contractors, vendors, and visitors are expected to comply with this policy. Promoting adherence to the policy is a shared responsibility of the entire campus community.

Sexual Offender Registration

The Adam Walsh Child Protection and Safety Act of 2006 provides for the registration and tracking of sex offenders. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student.

In South Carolina, information on all registered adult sex offenders (age 17 and older) is available from the [S.C. Sex Offenders Registry Website](#). Information is also available on registered sex offenders (ages 12-16) who have committed the following offenses: criminal sexual conduct in the first degree; criminal sexual conduct in the second degree; criminal sexual conduct with minors, first degree; criminal sexual conduct with minors, second degree; engaging a child for sexual performance; producing, directing or promoting sexual performance by a child; or kidnapping.

An evaluation must be made on any other requests for information on registered offenders under age 17 who are victims of or witnesses to an offense at public or private schools, child day-care centers, family day-care centers or businesses and organizations that primarily serve children, women or vulnerable adults. Evaluations are also required on information requests for offenders who are age 11 or younger who may have a prior conviction or adjudication of delinquency. Those who request the information must complete and submit a written request form at SLED or at a sheriff's office. A copy of the request form is available online; it may be mailed or faxed to Sex Offenders Registry, SLED, P.O. Box 21398, Columbia, SC 29221. The fax number is (803) 896-7022.

The Citadel in D.C. Campus:

The Sex Offender Registration Act of 1999 established a sex offender registration program for the District of Columbia and authorizes the Metropolitan Police Department to release sex offender information to the public.

Information concerning registered sex offenders in the District of Columbia is available through the District of Columbia Sex Offender Registry at <https://sexoffender.dc.gov/>. The online registry provides information concerning Class A and Class B registered sex offenders as a service to the community.

Members of the public may review the complete sex offender registry by visiting a Metropolitan Police Department Police District or the Sex Offender Registry Unit.

Sex Offender Registry Unit
441 4th Street, NW, Room 550 South
Washington, DC 20001
Phone: (202) 727-4407
Email: sexoffender.registry@dc.gov

Personal Note from The Citadel's Director of Public Safety:

This document is The Citadel's Annual Security Report, published in compliance with the Jeanne Clery Campus Safety Act, as amended. It is available on the web at <http://www.citadel.edu/root/publicsafety> under Campus Security Report. A hard copy of the report may be obtained by calling the Department of Public Safety at (843) 953-5114 or visiting the Department of Public Safety office at 208 Richardson Avenue. This report includes statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by The Citadel; and on public property within, or immediately adjacent to and accessible from, the campus. It also explains institutional policies concerning campus security, policies concerning sexual assault, and other matters. The Citadel campus community can make a difference in curbing criminal activity by immediately reporting questionable behavior or events. By reviewing and becoming familiar with the information in this report, we will keep our campus safe and secure.

(HEOA) Notification of Victims of Crime of Violence

The Citadel will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Preparing the Annual Disclosure of Crime Statistics

The Citadel Department of Public Safety (PSAF) is primarily responsible for preparing the Annual Security and Fire Safety Report in compliance with the Jeanne Clery Campus Safety Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus – this includes the City of Charleston Police Department, Charleston Sheriff's Department and State Law Enforcement Division (SLED), as well as agencies that have jurisdiction at The Citadel Beach House. Campus crime, arrest, and referral statistics include those reported to The Citadel Department of Public Safety, designated campus officials known as Campus Security Authority's or CSAs (including, but not limited to directors, deans, department heads, designated Commandant's, Department staff, advisors to students/student organizations, and athletic coaches), and local law enforcement agencies. In addition, PSAF incorporates statistical information from the Title IX/Compliance Officer; Cadet Advocacy, Response and Education (CARE), Human Resources, and Commandant. While all Campus Security Authorities (CSAs) are expected to submit crime reports promptly and timely upon becoming aware of a reportable incident to PSAF, a written request for crime reports is also made on an annual basis to all CSAs (as defined by federal law), local and State law enforcement agencies and to all University Deans, Directors, and Department Heads. Each year, The Citadel sends an email to all enrolled students providing the website to access this report. The Citadel also sends email notification to faculty and staff.

PSAF reviews incident reports on an ongoing basis and conducts reconciliation efforts to ensure crimes reported through the multiple reporting channels described above are accurately counted and classified. Crime reports received are reviewed to determine whether they constitute Clery-reportable crimes, meet applicable geographic reporting requirements, and have been properly categorized in accordance with federal reporting standards. Reconciliation of reports and statistics occurs with PSAF, the Commandant, Title IX, Student Conduct, Human Resources and local law enforcement.

Printed copies of the Annual Security and Fire Safety Report may also be obtained at The Citadel Department of Public Safety, located at 208 Richardson Avenue, The Citadel Graduate College and the Registrar's Office, both located in Bond Hall, and the Office of the Commandant of Cadets, located in Jenkins Hall.

Crime Statistics

The following statistics indicate the number of Clery crimes reported to The Citadel that occurred within its Clery reportable geography as well as crime reported to have occurred at The Citadel in D.C.

Clery Geography

For purposes of collecting, classifying, and disclosing crime statistics under the Jeanne Clery Campus Safety Act, The Citadel identifies and tracks crime reports occurring within its Clery geography. Clery geography consists of four distinct categories:

On-Campus Property

- Any building or property owned or controlled by The Citadel within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, its educational purposes, including academic, administrative, athletic, and residential facilities.
- Any building or property that is within or reasonably contiguous to the area described above that is owned by The Citadel but controlled by another person, is frequently used by students, and supports institutional purposes, such as retail, dining, or service facilities.

All crimes occurring within this geography are included in the institution's annual statistical disclosures, as applicable.

On-Campus Student Housing Facilities

The Citadel separately tracks and reports crimes occurring in student housing facilities located within its On-Campus geography.

An On-Campus Student Housing Facility is any student housing facility that:

- Is owned or controlled by The Citadel, or is located on property owned or controlled by The Citadel; and
- Is located within the institution's reasonably contiguous geographic area.

Crime statistics reported for student housing facilities are included in the overall On-Campus statistics and are also disclosed separately, as required by federal regulations.

Noncampus Buildings or Property

- Any building or property owned or controlled by a student organization that is officially recognized by The Citadel.
- Any building or property owned or controlled by The Citadel that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not located within the institution's reasonably contiguous geographic area.

Examples may include leased instructional sites, internship program facilities, study-abroad locations, or other institution-controlled properties that meet the federal definition of Noncampus Property.

Public Property

- Public thoroughfares, streets, sidewalks, and parking facilities that are within The Citadel's campus

boundaries.

- Public thoroughfares, streets, sidewalks, and parking facilities that are immediately adjacent to and accessible from campus.

Crimes occurring within this geography may be included in the institution's annual crime statistics when they meet applicable reporting requirements.

Separate Campus Locations (The Citadel in D.C. Campus)

Certain institution-owned or institution-controlled locations that are geographically separate from the main campus may qualify as separate campuses under the Jeanne Clery Campus Safety Act. Such locations are considered part of The Citadel's Clery geography when they satisfy applicable federal criteria regarding ownership or control, educational purpose, and student use. Crime statistics for these locations may be reported separately when required by federal law. The Citadel is bordered on the west by the Ashley River, Dunnemann Street on the north, Hampton Park and Elmwood Avenue on the east, and Huger and Hagood avenues on the south.

Clery Crime Statistics – The Citadel

PRIMARY CRIMES	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities**
Murder/Non Negligent Manslaughter	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Manslaughter by Negligence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2025	2	0	0	2	2
	2024	2	0	0	2	1
	2023	5	0	0	5	4
Fondling	2025	2	0	0	2	2
	2024	5	0	0	5	2
	2023	0	0	0	0	0
Incest	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2025	0	0	0	0	0
	2024	1	0	0	1	0
	2023	1	0	2	3	0
Burglary	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	1	0	0	1	0
Motor Vehicle Theft	2025	1	0	0	1	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Arson	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

ARRESTS AND REFERRALS	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities**
Liquor Law Violation Arrests	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Violation Arrests	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Weapons Law Violation Arrests	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2025	13	0	0	13	12
	2024	8	0	0	8	0
	2023	20	0	0	20	0
Drug Law Violation Referrals for Disciplinary Action	2025	10	0	0	10	10
	2024	2	0	0	2	0
	2023	1	0	0	1	0
Weapons Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	1	0	0	1	0

VAWA OFFENSES	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities**
Domestic Violence	2025	0	0	0	0	0
	2024	2	0	0	2	0
	2023	0	0	0	0	0
Dating Violence	2025	0	0	2	2	0
	2024	0	0	0	0	0
	2023	1	0	0	1	1
Stalking	2025	0	0	0	0	0
	2024	1	0	0	1	1
	2023	1	0	0	1	1

Hazing	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities**
Hazing*	2025	8	0	0	8	8
	2024	N/A	N/A	N/A	N/A	N/A
	2023	N/A	N/A	N/A	N/A	N/A

*In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirements to collect and disclose Hazing statistics too effect on January 1, 2025, “N/A” will be used in place of statistics for any prior years referenced in this report.

**Residential Facility crime statistics are a subset of the On Campus category, i.e., they are counted in both categories.

NOTE: After completing an audit of our processes, we identified an error in past years (2023 and before) in our reported Liquor Law Violation Referrals for Disciplinary Action. In previous years, staff were counting violations that occurred at off campus locations, thus the reported statistics were inflated. The issue has been resolved for the 2024 statistics, and we are now accurately counting Liquor Law Violation Referrals for Disciplinary Action that occurred in Clery reportable geography, as required.

UNFOUNDED CRIMES

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

Institutions must report the total number of: primary crimes; hate crimes; hazing incidents; and domestic violence, dating violence, or stalking incidents that have been unfounded.

The total number of unfounded crimes for the 2023, 2024, and 2025 calendar years at this campus is zero (0).

HATE CRIME REPORTING:

There were zero (0) hate crimes reported for this campus in 2023, 2024 or 2025.

Clery Crime Statistics – The Citadel in DC

Washington, D.C. Campus

PRIMARY CRIMES	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Murder/Non Negligent Manslaughter	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Manslaughter by Negligence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Rape	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Fondling	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Incest	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Statutory Rape	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Robbery	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Aggravated Assault	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Burglary	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Motor Vehicle Theft	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Arson	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

ARRESTS AND REFERRALS	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Liquor Law Violation Arrests	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

Drug Law Violation Arrests	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Weapons Law Violation Arrests	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

VAWA OFFENSES	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities**
Domestic Violence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Dating Violence	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0
Stalking	2025	0	0	0	0	0
	2024	0	0	0	0	0
	2023	0	0	0	0	0

Hazing	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities**
Hazing*	2025	0	0	0	0	0
	2024	N/A	N/A	N/A	N/A	N/A
	2023	N/A	N/A	N/A	N/A	N/A

Note: The Washington, D.C. Campus is reported as a Separate Campus beginning with this Annual Security and Fire Safety Report following an institutional review of Clery geography and reporting obligations. The location was previously classified and reported as Noncampus Property. Accordingly, crime statistics for prior years may not have been collected, classified, or maintained on a standalone Separate Campus basis.

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirements to collect and disclose Hazing statistics too effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report.

**Residential Facility crime statistics are a subset of the On Campus category, i.e., they are counted in both categories.

UNFOUNDED CRIMES

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

Institutions must report the total number of: primary crimes; hate crimes; hazing incidents; and domestic violence, dating violence, or stalking incidents that have been unfounded.

The total number of unfounded crimes for the 2023, 2024, and 2025 calendar years at this campus is zero 41

(0).

HATE CRIME REPORTING:

There were zero (0) hate crimes reported for this campus in 2023, 2024 or 2025.

Crime Definitions

Crime Definitions from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Criminal Homicide—Murder and Nonnegligent Manslaughter: The willful (nonnegligent) killing of one human being by another.

Criminal Homicide—Manslaughter by Negligence: The killing of another person through gross negligence.

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joyriding.)

Weapons: Carrying, Possessing, Etc.: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Drug Abuse Violations: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Liquor Law Violations: The violation of State or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Unfounded Crime Reports: According to Uniform Crime Report (UCR) guidelines, a reported offense can be cleared as unfounded by a sworn law enforcement authority "if the investigation shows that no offense occurred."

nor was attempted.” These cases thus remain as official crime reports and are included in the departmental statistics; however, they are explicitly labeled as “unfounded” cases within UCR reports on the various index crimes. According to UCR guidelines, the statistics on unfounded cases should include crime reports that are either: False or Baseless.

Crime Definitions from the National Incident-Based Reporting System (NIBRS) User Manual from the FBI's UCR Program Sex Offenses

Sex Offenses

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

Crime Definitions from the Hate Crime Data Collection Guidelines and Training Manual from the FBI's UCR Program

Hate Crimes: any of the above offenses, as well as crimes of larceny/theft, simple assault, intimidation, and destruction/damage/vandalism of property that involves a perpetrator(s) who is bias motivated toward a particular person or group based on the person or group's actual or perceived identity. The types of bias categories include: race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability.

Hate Crime Definitions: To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

Bias: a negative opinion or attitude toward a group of persons based on their race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability.

Bias Crime: a criminal offense committed against a person or property that is motivated, in whole or in part, by the offender's bias against their race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability.

Note: Even if the offender was mistaken in their perception that the victim was a member of a particular group the offender was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

Larceny-Theft (Except Motor Vehicle Theft): The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Unfounded Crime Reports: According to Uniform Crime Report (UCR) guidelines, a reported offense can be cleared as unfounded by a sworn law enforcement authority “if the investigation shows that no offense occurred nor was attempted.” These cases thus remain as official crime reports and are included in the departmental statistics; however, they are explicitly labeled as “unfounded” cases within UCR reports on the various index crimes. According to UCR guidelines, the statistics on unfounded cases should include crime reports that are either: False or Baseless.

Domestic Violence, Dating Violence, and Stalking from the 2014 VAWA Negotiated Rulemaking Final Consensus Language

The Federal definition (from VAWA) of **Domestic Violence:** a felony or misdemeanor crime of violence committed:

- by a current or former spouse or intimate partner of the victim;
- by a person with whom the victim shares a child in common;
- by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred

The Federal definition (from VAWA) of **Dating Violence:** the term “dating violence” means violence committed by a person:

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- The existence of such a relationship shall be determined based on the reporting party’s statement with consideration of:
 - the length of the relationship;
 - the type of relationship;
 - the frequency of interaction between the persons involved in the relationship
- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse
- Dating violence does not include acts covered under the definition of domestic violence

The Federal definition (from VAWA) of **Stalking:** engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- fear for the person’s safety or the safety of others; or
- suffer substantial emotional distress

For the purposes of this definition:

- **Course of Conduct:** means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property
- **Reasonable Person:** means a reasonable person under similar circumstances and with similar identities to the victim
- **Substantial Emotional Distress:** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling

The federal hazing definition added to the Jeanne Clery Campus Safety Act by the Stop Campus Hazing Act is:

Hazing means any intentional, knowing, or reckless act committed by a person, whether individually or in concert with other persons, against another person or persons, regardless of the willingness of such other person or persons to participate, that:

(A) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

(B) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization, of physical or psychological injury, including:

- Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
- Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or similar activity;
- Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
- Causing, coercing, or otherwise inducing another person to perform sexual acts;
- Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- Any activity against another person that includes a criminal violation of local, state, Tribal, or federal law; or
- Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, state, Tribal, or federal law.

Daily Crime and Fire Log

The Citadel combines its Daily Crime Log and Fire Log into one document. This log can be accessed on the PSAF website at: <https://spprdapps.citadel.edu/publicsafety/Crime-Statistics.pdf>. The log is also available for review at the PSAF Office at 208 Richardson Ave. from 8 a.m. to 5 p.m., Monday through Friday, excluding holidays. The Daily Crime and Fire Log includes information related to all crimes reported to PSAF that occurred within the college's Clery geography and information about fires that occur in residential facilities (barracks). PSAF records fires in the Daily Crime and Fire Log and the Campus Fire Marshall maintains fire reports.

The Citadel in D.C. Campus:

Because The Citadel does not maintain a campus police department or campus security department at its Washington, D.C. Campus, the institution is not required to maintain a Daily Crime Log for that location. Criminal incidents occurring on or within the Washington, D.C. Campus Clery geography are generally investigated by the law enforcement agency having jurisdiction over the location of the incident.

The Citadel does maintain a Fire Log for fires occurring in I-House, the student housing facility associated with the Washington, D.C. Campus. The Fire Log is maintained by the institutional office responsible for oversight of I-House and is available for inspection upon request during normal business hours.

Violence Against Women's Act Policy Statements

The Citadel prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Toward that end, The Citadel issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault, and stalking, as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- **Domestic Violence:**
 - i. A Felony or misdemeanor crime of violence committed—
 - A) By a current or former spouse or intimate partner of the victim;
 - B) By a person with whom the victim shares a child in common;
 - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - E) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
 - ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
 - i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
 - ii. For the purposes of this definition—
 - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - B) Dating violence does not include acts covered under the definition of domestic violence.
 - iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

- **Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."
 - **Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - **Fondling** is defined as the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
 - **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.
- **Stalking:**
 - i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - A) Fear for the person's safety or the safety of others; or
 - B) Suffer substantial emotional distress.
 - ii. For the purposes of this definition—
 - A) *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
 - C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 - iii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

- **Domestic Violence:** Domestic violence is defined by South Carolina state law, S.C. Code Ann. § 16-25-10, as the unlawful causing of “physical harm or injury to a person’s own household member” or the “offer or attempt to cause physical harm or injury to a person’s own household member with apparent present ability in circumstances reasonably creating fear or imminent peril.” A “household member” includes a spouse, a former spouse, persons who have a child in common, co-habitants involved during a romantic relationship, or those who formerly cohabitated during a romantic relationship.
- **Dating Violence:** Dating violence is not a specific criminal violation in and of itself in the State of South Carolina, and conduct that constitutes dating violence is covered under other statutes.
- **Sexual Assault:** The state of South Carolina does not have a definition of *sexual assault*. S.C. Code Ann. 16-3-651 (h) defines “sexual battery” as “Sexual intercourse, cunnilingus, fellatio, anal intercourse, or any intrusion, however slight, of any part of a person’s body or of any object into the genital or anal openings of another person’s body,” except when such intrusion is accomplished with the person’s consent, or for medically recognized treatment or diagnostic purposes. In addition, the following offenses constitute the underlying offenses of rape, Criminal Sexual Contact, incest, and statutory rape under South Carolina law

S.C. Code Ann. §16-3-600 and §16-3-652 to 655; see also id. § 16-3-600, 16-3-651 (definitions).

SECTION 16-3-652. Criminal sexual conduct in the first degree.

- (1) A person is guilty of criminal sexual conduct in the first degree if the actor engages in sexual battery with the victim and if any one or more of the following circumstances are proven:
 - (a) The actor uses aggravated force to accomplish sexual battery.
 - (b) The victim submits to sexual battery by the actor under circumstances where the victim is also the victim of forcible confinement, kidnapping, trafficking in persons, robbery, extortion, burglary, housebreaking, or any other similar offense or act.
 - (c) The actor causes the victim, without the victim's consent, to become mentally incapacitated or physically helpless by administering, distributing, dispensing, delivering, or causing to be administered, distributed, dispensed, or delivered a controlled substance, a controlled substance analogue, or any intoxicating substance.
- (2) Criminal sexual conduct in the first degree is a felony punishable by imprisonment for not more than thirty years, according to the discretion of the court.

SECTION 16-3-653. Criminal sexual conduct in the second degree.

- (1) A person is guilty of criminal sexual conduct in the second degree if the actor uses aggravated coercion to accomplish sexual battery.
- (2) Criminal sexual conduct in the second degree is a felony punishable by imprisonment for not more than twenty years, according to the discretion of the court.

SECTION 16-3-654. Criminal sexual conduct in the third degree.

(1) A person is guilty of criminal sexual conduct in the third degree if the actor engages in sexual battery with the victim and if any one or more of the following circumstances are proven:

- (a) The actor uses force or coercion to accomplish the sexual battery in the absence of aggravating circumstances.
 - (b) The actor knows or has reason to know that the victim is mentally defective, mentally incapacitated, or physically helpless and aggravated force or aggravated coercion was not used to accomplish sexual battery.
- (2) Criminal sexual conduct in the third degree is a felony punishable by imprisonment for not more than ten years, according to the discretion of the court.

SECTION 16-3-655. Criminal sexual conduct with a minor; aggravating and mitigating circumstances; penalties; repeat offenders.

(1) A person is guilty of criminal sexual conduct with a minor in the first degree if:

- (a) the actor engages in sexual battery with a victim who is less than eleven years of age; or
- (b) the actor engages in sexual battery with a victim who is less than sixteen years of age and the actor has previously been convicted of, pled guilty or nolo contendere to, or adjudicated delinquent for an offense listed in Section 23-3-430(C) or has been ordered to be included in the sex offender registry pursuant to Section 23-3-430(D).

(2) A person is guilty of criminal sexual conduct with a minor in the second degree if:

- (a) the actor engages in sexual battery with a victim who is fourteen years of age or less but who is at least eleven years of age; or
- (b) the actor engages in sexual battery with a victim who is at least fourteen years of age but who is less than sixteen years of age and the actor is in a position of familial, custodial, or official authority to coerce the victim to submit or is older than the victim. However, a person may not be convicted of a violation of the provisions of this item if he is eighteen years of age or less when he engages in consensual sexual conduct with another person who is at least fourteen years of age.

- (3) A person is guilty of criminal sexual conduct with a minor in the third degree if the actor is over fourteen years of age and the actor willfully and lewdly commits or attempts to commit a lewd or lascivious act upon or with the body, or its parts, of a child under sixteen years of age, with the intent of arousing, appealing to, or gratifying the lust, passions, or sexual desires of the actor or the child. However, a person may not be convicted of a violation of the provisions of this subsection if the person is eighteen years of age or less when the person engages in consensual lewd or lascivious conduct with another person who is at least fourteen years of age.

- **Stalking:** South Carolina law, S.C. Code Ann. § 16-3-1700, prohibits stalking which is defined as a “pattern of words, whether verbal written, or electronic, or a pattern” of “two or more acts occurring over a period of time, however short, evidencing a continuity of purpose” that “serves no legitimate purpose and is intended to cause and does cause a targeted person and would cause a reasonable person in the targeted person’s position to fear” either “(1) death of the person or a member of his family; (2) assault upon the person or a member of his family; (3) bodily injury to the person or a member of his family; (4) criminal sexual contact on the person or a member of his family; (5) kidnapping of the person or a member of his family; or (6) damage to the property of the person or a member of his family.”
- **Consent:** The state of South Carolina does not have a definition of consent, in relation to sexual activity.
- **The Citadel’s Definition of Consent:** The Citadel recognizes the standard of **Affirmative Consent**. Affirmative Consent is knowing, voluntary, and clear permission communicated by words or actions to engage in sexual activity. Consent must be present from the beginning to the end of each sexual activity and for each form of sexual contact. Silence, passivity, or lack of resistance, in and of themselves, do not constitute consent.

Consent must be freely and actively given and cannot be obtained through force, threats, intimidation, coercion, manipulation, or exploitation of another person's incapacitation.

A person who is incapacitated lacks the ability to make informed judgments and cannot provide consent. Incapacitation may be temporary or permanent and may result from sleep, unconsciousness, mental or physical helplessness, the use of alcohol or drugs, or any other condition that prevents a person from understanding the nature of the activity or communicating a voluntary agreement.

When determining whether an individual had the capacity to provide consent, the College will consider whether a sober, reasonable person in the same position knew or should have known that the other person could not consent to the sexual activity. When determining whether consent was present, the College will consider the totality of the circumstances and all relevant facts and information available.

The Citadel applies the standard of Affirmative Consent in investigating and adjudicating allegations of sexual misconduct.

Washington, D.C. Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking for the Citadel in DC Campus

For incidents occurring at The Citadel's Washington, D.C. location, the following definitions are derived from applicable District of Columbia law.

Sexual Abuse (D.C. Code §22-3002 et seq.)

First degree sexual abuse is defined as engaging in or causing another person to engage in or submit to a sexual act in the following manner:

- (a) By using force against that other person;
- (b) By threatening or placing that other person in reasonable fear that any person will be subjected to death, bodily injury, or kidnapping;

- (c) After rendering that other person unconscious; or
- (d) After administering to that other person by force or threat of force, or without the knowledge or permission of that other person, a drug, intoxicant, or other similar substance that substantially impairs the ability of that other person to appraise or control his or her conduct.

Second degree sexual abuse is defined as engaging in or causing another person to engage in or submit to a sexual act in the following manner:

- (a) By threatening or placing that other person in reasonable fear (other than by threatening or placing that other person in reasonable fear that any person will be subjected to death, bodily injury, or kidnapping); or
- (b) Where the person knows or has reason to know that the other person is:
 - (i) Incapable of appraising the nature of the conduct;
 - (ii) Incapable of declining participation in that sexual act; or
 - (iii) Incapable of communicating unwillingness to engage in that sexual act.

Fondling - There is not a separate D.C. criminal offense called Fondling. D.C. instead defines sexual contact as:

Third degree sexual abuse is defined as engaging in or causing sexual contact with or by another person in the following manner:

- (a) By using force against that other person;
- (b) By threatening or placing that other person in reasonable fear that any person will be subjected to death, bodily injury, or kidnapping;
- (c) After rendering that person unconscious; or
- (d) After administering to that person by force or threat of force, or without the knowledge or permission of that other person, a drug, intoxicant, or similar substance that substantially impairs the ability of that other person to appraise or control his or her conduct.

Fourth degree sexual abuse is defined as engaging in or causing sexual contact with or by another person in the following manner:

- (a) By threatening or placing that other person in reasonable fear (other than by threatening or placing that other person in reasonable fear that any person will be subjected to death, bodily injury, or kidnapping); or
- (b) Where the person knows or has reason to know that the other person is:
 - (i) Incapable of appraising the nature of the conduct;
 - (ii) Incapable of declining participation in that sexual contact; or
 - (iii) Incapable of communicating unwillingness to engage in that sexual contact.

Sexual Conduct Involving Minors (District of Columbia Law): District of Columbia law prohibits child sexual abuse and sexual abuse of minors. A child is a person under the age of 16, and a minor is a person under the age of 18. D.C. law criminalizes sexual acts or sexual contact with a child by a person at least four years older than the child and also prohibits sexual acts or sexual contact involving a minor where the offender occupies a significant relationship of authority or trust with the minor.

Incest (D.C. Code § 22-1901): Incest occurs when a person knowingly marries, cohabits with, or has sexual intercourse with another person related within and not including the fourth degree of consanguinity (blood relationship), as computed under the rules of Roman or civil law.

Domestic Violence (D.C. Code §16-1031) - is an intrafamily offense that results in physical injury, including physical pain or illness or that caused or was intended to cause reasonable fear of imminent serious physical injury or death.

Dating Violence – There is no District of Columbia standalone statutory offense for Dating Violence.

Stalking (D.C. Code §22-3133)

Stalking is defined as engaging in a course of conduct directed at a specific individual:
With the intent to cause that individual to:

- (a) Fear for his or her safety or the safety of another person;
- (b) Feel seriously alarmed, disturbed, or frightened; or
- (c) Suffer emotional distress;

That the person knows would cause that individual reasonably to:

- (a) Fear for his or her safety or the safety of another person;
- (b) Feel seriously alarmed, disturbed, or frightened; or
- (c) Suffer emotional distress; or

That the person should have known would cause a reasonable person in the individual's circumstances to:

- (a) Fear for his or her safety or the safety of another person;
- (b) Feel seriously alarmed, disturbed, or frightened; or
- (c) Suffer emotional distress.

Consent (D.C. Code §22-3001)

The D.C. Code defines consent as “words or overt actions indicating a freely given agreement to the sexual act or contact in question. Lack of verbal or physical resistance or submission by the victim, resulting from the use of force, threats, or coercion by the defendant shall not constitute consent.” Consent must be voluntarily given and cannot be implied when a person is unable to give consent or does not explicitly verbalize consent.

How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another, and it is not safe for you to interrupt. Watch out for your friends and fellow students/employees.

If you see someone who looks like they could be in trouble or need help, ask if they are “ok.”

1. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
2. Speak up when someone discusses plans to take sexual advantage of another person.
3. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
4. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to victim-blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. **Try to avoid isolated areas.** It is more difficult to get help if no one is around.
3. **Walk with purpose.** Even if you do not know where you are going, act as if you do.
4. **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably is not the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Do not allow yourself to be isolated** with someone you do not trust or someone you do not know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Do not leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you have left your drink alone, just get a new one.
12. **Do not accept drinks from people you do not know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, do not drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they have had, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - a. **Remember that being in this situation is not your fault.** You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - b. **Be true to yourself.** Do not feel obligated to do anything you do not want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

- c. **Have a code word with your friends or family** so that if you do not feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- d. **Lie.** If you do not want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- e. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- f. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- A. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- B. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students, new employees, and ongoing awareness and prevention campaigns that includes:

- A. A statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act);
- B. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable definitions of these terms for the State of South Carolina;
- C. What behavior and actions constitute consent, in reference to sexual activity, in the State of South Carolina;
- D. The institution's definition of consent and the purposes for which that definition is used;
- E. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence,

overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

F. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

G. Information regarding:

1. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document)
2. how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
3. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and
4. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
5. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document);

Primary Prevention and Awareness Programs

The Citadel provides primary prevention and awareness programs to all incoming students and employees that involve the distribution of educational materials to new students, participating in and presenting information and materials during new student and employee orientations, and providing programs by invitation at staff meetings or academic programs. In addition, first-year students are directed to take online courses, facilitated by Vector Solutions, related to sexual harassment, sexual violence, and other forms of sexual misconduct awareness and education.

The primary prevention and awareness programming includes Clery definitions of dating violence, domestic violence, sexual assault, stalking, and consent, and it also includes the local definitions of these terms according to statute and / or policy and the purpose and process for applying these terms. The primary prevention and awareness programming specifically advises all incoming students and employees that The Citadel prohibits dating or domestic violence, sexual assault, and stalking.

Additionally, The Citadel’s primary prevention and awareness programming provides an understanding of safe and positive options for bystander intervention as well as risk reduction information.

Finally, the primary prevention and awareness programming provides an awareness of the procedures The Citadel will undertake when one of these crimes is reported, inclusive of the College’s disciplinary process in response to an allegation of related policy violation(s).

The College offers the following annual **primary prevention and awareness programs** for all **incoming students**:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
New Student Online Prevention and Awareness Training (Vector Solutions)	Prior to enrollment/Orientation Period	Online	DoV, DaV, SA, S
Cadet Freshman Orientation Prevention and Awareness Program	August Orientation	Campus Orientation Locations	DoV, DaV, SA, S
New Student Compliance and Resource Education Session	August Orientation	Campus Orientation Locations	DoV, DaV, SA, S

The College offers the following annual **primary prevention and awareness programs** for all **incoming employees**:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
New Employee Online Prevention and Awareness Training (Vector Solutions)	During New Employee Onboarding	Online	DoV, DaV, SA, S
New Employee Orientation and Compliance Briefing	Monthly New Employee Orientation Sessions	Main Campus	DoV, DaV, SA, S

Ongoing Prevention and Awareness Campaigns

Ongoing prevention and awareness campaigns include mandatory training of professional staff and student leaders through a coordinated effort of the Title IX Coordinator, the Director of CARE, and Human Resources staff; Vector Solutions Sexual Harassment/Sexual Violence continued education; Human Affairs Team Training; programming specific to developing healthy relationships; and Office of the Commandant and Academic Affairs training specific to the adjudication of student conduct cases addressing allegations related to sexual misconduct.

The Citadel offers **ongoing awareness and prevention** programs for Students:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Vector Solutions Continuing Education Program	Annually	Online	DoV, DaV, SA, S
Sophomore Educational Programming (Azimuth Program)	Fall Semester	Campus Location(s)	DoV, DaV, SA, S
Human Affairs (HA) Team Training	Annually	Campus Location(s)	DoV, DaV, SA, S
Human Affairs Officer Training	Annually	Campus Location(s)	DoV, DaV, SA, S
Cadet Chaplain Training	Annually	Campus Location(s)	DoV, DaV, SA, S
Regimental and Company Leadership Training	Annually	Campus Location(s)	DoV, DaV, SA, S

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Cadet Leadership Prevention and Awareness Training	Annually	Campus Location(s)	DoV, DaV, SA, S
Cadet Student Refresher Training	January	Campus Location(s)	DoV, DaV, SA, S
Domestic Violence Awareness Month Programming	October	Campus Location(s)	DoV, DaV
Sexual Assault Awareness Month Programming	April	Campus Location(s)	SA, DoV, DaV, S
Student-Athlete and Athletic Team Education Programs	Throughout Academic Year	Athletic Facilities and Meeting Locations	DoV, DaV, SA, S
Classroom and Departmental Presentations (Upon Request)	Throughout Academic Year	Academic Buildings and Classrooms	DoV, DaV, SA, S
Educational Tabling and Resource Awareness Events	Throughout Academic Year	Mark Clark Hall and Other Campus Locations	DoV, DaV, SA, S
Ongoing Sexual Harassment Awareness and Prevention Presentations	Throughout Academic Year	Various Campus Locations	DoV, DaV, SA, S

The Citadel offers **ongoing awareness and prevention** programs for Employees:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Vector Solutions Continuing Education Program	Annually	Online	DoV, DaV, SA, S
Professional Staff Prevention and Awareness Training	Throughout Academic Year	Campus Location(s)	DoV, DaV, SA, S
Sexual Harassment Awareness and Prevention Training	Throughout Academic Year	Campus Location(s)	DoV, DaV, SA, S
Departmental Prevention and Awareness Presentations	Throughout Academic Year	Various Campus Locations	DoV, DaV, SA, S
Supervisor and Student-Facing Employee Training	Throughout Academic Year	Various Campus Locations	DoV, DaV, SA, S
Coach and Athletics Staff Training	Annually	Athletic Facilities and Meeting Locations	DoV, DaV, SA, S

Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. The local medical facility providing Sexual Assault Medical Forensic Examinations, including Physical Evidence Recovery Kit collection and access to Sexual Assault Nurse Examiners (SANEs), is:

MUSC Health Adult Emergency Department

96 Jonathan Lucas Street
Charleston, SC 29425
Phone: (843) 792-3826

Sexual Assault Nurse Examiners are available 24 hours a day, seven days a week to provide medical care, forensic evidence collection, pregnancy prevention services, sexually transmitted infection prevention services, and referrals to advocacy and support resources. Victims are not required to report to law enforcement in order to receive a forensic medical examination. Advocacy services are available through Tri-County S.P.E.A.K.S., the local rape crisis center, which provides 24-hour crisis support and advocacy services to survivors of sexual assault. Crisis Line: (843) 745-0144.

The Citadel in D.C. Campus:

Victims of sexual assault are encouraged to seek immediate medical attention. The primary facility providing Sexual Assault Medical Forensic Examinations, including Physical Evidence Recovery Kit collection and access to Sexual Assault Nurse Examiners (SANEs), for students participating in The Citadel in D.C. program is:

DC Forensic Nurse Examiners (DCFNE)

MedStar Washington Hospital Center

110 Irving Street NW
Washington, DC 20010

DC Victim Hotline: 1-844-443-5732

The DCFNE Program provides free, confidential medical forensic examinations for survivors of sexual assault. Specially trained forensic nurses are available 24 hours a day, 7 days a week to provide medical care, forensic evidence collection, injury documentation, medication for sexually transmitted infection prevention, pregnancy prevention services, and referrals to advocacy and support services. Victims are not required to report to law enforcement to receive a forensic medical examination. Victims seeking information about medical forensic examinations, advocacy services, or reporting options may contact the **DC Victim Hotline** at **1-844-443-5732**, which is available 24 hours a day.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Involvement of Law Enforcement and Campus Authorities

Although the College strongly encourages all members of its community to report violations of this policy

to law enforcement (including campus law enforcement and/or local police), it is the victim's choice whether to make such a report. Victims have the right to decline notification to law enforcement. However, the College's Title IX Coordinator, the Office of Institutional Compliance, and the Office of Campus Advocacy, Response, and Education (CARE) will assist any victim in notifying law enforcement and accessing available support resources if the victim so desires. This is also true for those attending the Citadel in D.C. program.

To contact The Citadel's Department of Public Safety, which is a sworn law enforcement agency, is available to respond to emergencies and other public safety concerns. Please use the following contact information:

Emergency Assistance

- **On Campus:** Dial **811**
- **Off Campus:** Dial **911**

Department of Public Safety

- **Phone:** (843) 953-5114
- **Email:** PSAF@citadel.edu
- **Mailing Address:**

The Citadel Department of Public Safety
171 Moultrie Street
Charleston, SC 29409

To contact Local Law Enforcement:

The City of Charleston Police Department may be contacted by calling **(843) 743-7200** or by visiting **180 Lockwood Boulevard, Charleston, South Carolina 29403**. Additional information is available at www.charleston-sc.gov/police.

When making a report to law enforcement, victims will be asked to provide information about the incident, including the identity of the offender, if known, the location of the incident, the date and time of occurrence, and any available witnesses or evidence. Law enforcement officers will explain available options, may conduct a criminal investigation, collect evidence, prepare incident reports, assist with obtaining protective orders when appropriate, and refer victims to available support services and resources. Participation in a criminal investigation and prosecution is the victim's choice, except where otherwise required by law.

The Citadel in D.C. Campus:

The Metropolitan Police Department of the District of Columbia (MPD) is the primary law enforcement agency with jurisdiction over the Citadel in D.C. program and is available to respond to emergencies and other public safety concerns.

Emergency Assistance

- **Emergency:** Dial **911**
- **Non-Emergency:** Dial **311** (within the District of Columbia)
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Metropolitan Police Department (MPD)

- **Phone (Non-Emergency):** (202) 727-9099
- **Mailing Address:**
Metropolitan Police Department Headquarters
300 Indiana Avenue, NW
Washington, DC 20001
- **Website:** <https://mpdc.dc.gov>

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, at the main campus or the campus in D.C., you should report the incident promptly to the Title IX Coordinator or Deputy Coordinators, by calling, writing, or coming into the office to report in person using the contact information provided below, and Campus Public Safety (if the victim so desires.) Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant choses to pursue criminal charges.

Title IX Coordinator and Deputy Title IX Coordinators

Valerie Mercado, Title IX Coordinator/Compliance Officer
171 Moultrie Street - Bond Hall, Rm 310, Charleston, SC 29409
vmercado@citadel.edu (843) 953-881(office)/(724) 433-0462 (cell)

Kayla Buckmon, Deputy Title IX Coordinator
171 Moultrie Street - Bond Hall, Rm 310
kshaw3@citadel.edu (843) 953-5092

Volunteer Deputy Coordinators

Rachel Fineberg, Associate Athletic Director/SWA
rfineber@citadel.edu | (843) 953-6604

Melantha Ardrey, Human Resources
mardrey@citadel.edu | (843) 953-4467

Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The College will make such accommodations or protective measures, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Campus Public Safety or local law enforcement. Students and employees should contact the Title IX Coordinator for assistance using the contact information previously provided.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

Incident Being Reported	Procedure Institution Will Follow
Sexual Assault	1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care 2. Institution will assess immediate safety needs of complainant 3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department

	4. Institution will provide complainant with referrals to on and off campus mental health providers 5. Institution will assess need to implement interim or long-term protective measures, if appropriate. 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution will provide written instructions on how to apply for Protective Order 9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution 10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation 12. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure
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Stalking	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure
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Dating Violence	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence
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	5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure
Domestic Violence	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the college will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault, or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- an explanation of the procedures for institutional disciplinary action.

Rights of Victims and the Institution's Responsibilities for Orders of Protection, “No Contact” Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

The Citadel complies with South Carolina law in recognizing orders of protection and restraining orders (and any other order deemed lawful under South Carolina law) and any employee or student who obtains an order of protection should provide a copy to Public Safety. That person may then meet with Public Safety and the Title IX Coordinator to develop a Safety Action Plan, which is a plan for Public Safety and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts while on campus, special parking arrangements, providing a temporary cellphone, changing classroom location, or allowing a student or employee to complete assignments or to work from home, etc. The Citadel cannot apply for a legal (court ordered) order of protection, no contact order, or restraining order for a victim from the applicable jurisdiction(s) however, the College can issue no contact campus directives that if violated, would constitute a violation of college policy.

In South Carolina, there are two types of protection from abuse orders you can seek. Orders of Protection apply when the abuse is being perpetrated by a person related to you. Restraining orders are different and can be obtained against persons not related to you for acts like stalking as further explained over the following pages.

Overview of How to File for an Order of Protection in the State of South Carolina-File In Family Court for these Orders:

Who can file?

South Carolina law says that you can **file for an Order of Protection if you have been a victim of abuse**. "Abuse," under this law, means either: 1. physical harm, 2. bodily injury, 3. assault or the threat of physical harm, or 4. a sexual criminal offense **committed by a family or household member**.

To file for an Order of Protection in family court, the person who caused the abuse has to be related to you in one of these ways:

1. your husband or wife or former husband or wife,
2. the mother or father of your child, or
3. a person of the opposite sex with whom you live or used to live.

If you do not fit into one of these categories and have experienced some kind of abuse, you may need to file for a restraining order in a magistrate's court.

What can an Order of Protection give you?

1. The Order, if granted by the Judge, can give you the following relief on a temporary basis (6 months to 1 year):
2. Restrain the abuser from abusing you, threatening to abuse you or bothering you in any way.
3. Restrain the abuser from contacting you or communicating with you, coming to your home, work, school, or other place that the judge writes in the order.
4. Grant you custody of any children you have with the abuser.
5. Grant visitation with the children: either giving reasonable visitation or denying visitation.

6. Require the abuser to pay child support for any children you have together.
7. Require the abuser to pay spousal support or alimony if you are married to the abuser.
8. Grant you possession of the home you live or lived in.
9. Restrain the abuser or both of you from transferring or destroying any property that might belong to the other person or that may be marital property.
10. Allow you or the other person to get their personal property and restrict either or both people from destroying personal property. The order can also include that either person will have police assistance in getting their personal property.
11. Award attorney's fees to either person if they had to use an attorney in the Order of Protection case.
12. Grant you any other relief that you have asked for in your petition - e.g. possession of a specific car, a pet, or any other specific requests you have that are not included in the list above.
13. This list includes things that are possible. The judge is in control of what relief is actually given. This means that you may or may not be given all the relief you have asked for.

When should you file your Petition?

The sooner you file your Petition, the better. You should file the Petition for Order of Protection as soon as possible after the abuse has happened; if you feel you need the protection. Some judges may tell you that if you wait to file for an Order of Protection, you are not in fear of the abuser or do not need the protection. The sooner you file your Petition after something has happened, the sooner you will have your hearing and may be issued an Order of Protection.

Where do you file the Petition?

You will file your Petition at the Clerk of Court (family court) in the county:

1. where the abuse happened; or
2. where the abuser lives (unless the person is out of state); or
3. where you last lived with the abuser.

You can also file the Petition where you live or where you are sheltered, but if the abuser lives in another county and your county is not found in the list above (1-3), then you will also have to fill out another form that moves your case to the county where the abuser lives. The clerk would then transfer the case and the hearing would be held in the other county.

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

The Citadel in D.C. Campus:

Students participating in the Citadel in D.C. program who are victims of domestic violence, dating violence, sexual assault, stalking, or related offenses may seek protection through the Superior Court of the District of Columbia. The District of Columbia provides both **Temporary Protection Orders (TPOs)** and **Civil Protection Orders (CPOs)**, which may prohibit contact, harassment, threats, abuse, stalking, or other conduct by the respondent.

Individuals seeking a protection order may file a petition with the Domestic Violence Division of the Superior Court of the District of Columbia. Information regarding eligibility, filing procedures, and available protections can be obtained directly from the court. A victim is not required to pursue criminal charges to request a civil protection order.

The Citadel may assist students in understanding available resources and protective measures but does not obtain court-issued protection orders on behalf of victims. The College may, when appropriate, implement institutional no-contact directives and other supportive measures independent of any court action.

Restraining Orders-Harassment, Stalking, or Non-Familial (Non-Domestic) Abuse

If you are not in immediate danger, but believe yourself to be in need of protection, you can apply for a restraining order. Restraining Orders may be obtained from a Magistrates' Court. You should contact the Magistrate for the area in which the offender lives. For a complete list of Magistrates' Courts and their locations, [click here](#).

Magistrates deal with cases of harassment, stalking, or abuse by a person who is not a member of your family. However, if you are uncertain whether or not your situation is "domestic" (for instance, a boyfriend- girlfriend situation, like dating violence, or a situation involving persons who cohabitate or share community property) you should check with Family Court or Magistrates' Courts for information on where you can to file your case. You may also call 9-1-1 in an emergency or if you feel you are in immediate danger and the police can help explain the process for obtaining the various types of orders.

Cases for Restraining Orders must involve at least 2 incidents of harassment, stalking, or other threatening situations. There is no filing fee. You will also be asked to fill out a complaint and motion. A hearing date will be set for 5 to 15 days from the date you file your paperwork in the Magistrates' Court. This gives the court time to arrange for the papers to be served on the person named as the Defendant. Complaints will be served by a Sheriff's Deputy or a constable. The defendant must be served before the hearing can take place. A Magistrates' Restraining Order is good for a period of one year from the date of the hearing. These restraining orders can be renewed after the six-month period, but you will need to request another hearing from the court in order for this renewal to be granted. If an immediate restraining order is required it can be issued and remain valid until the time of the "show cause" hearing.

A violation of either a restraining order or a temporary restraining order is a criminal offense, and if such an order is violated, you can contact the Magistrates' Court and request that the Magistrate issue an arrest warrant.

If you are the victim of domestic violence, or believe yourself to be at risk:

If you are not in immediate danger but believe yourself to be in need of protection and the offender is either a member of your family or someone with which you cohabitate, you may wish to file a Domestic Abuse case. Cases involving Domestic Abuse are filed in Family Court (*see section on Orders of Protection above*.)

Suspected Abuse of Others

If you are witness to a crime, you should call 9-1-1 or contact your local law enforcement agency. If you have not actually witnessed a crime but have good reason to suspect that a child or adult has been the victim of abuse or neglect, you may wish to contact the South Carolina Department of Social Services. DSS has local offices in Charleston; the number for DSS Protective Services is (843) 953-9422.

Accommodations and Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, The Citadel will provide written notification to students and employees about accommodations available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting

accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations). For complaints that are deemed “Title IX”, both the complainant and respondent will be afforded supportive measures, as applicable.

At the victim’s request, and to the extent of the victim’s cooperation and consent, college offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective measures or transportation situations regardless of whether the victim chooses to report the crime to Public Safety or local law enforcement. To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the Title IX Coordinator. If the victim wishes to receive assistance in requesting these accommodations, she or he should contact the Title IX Coordinator or any Deputy Title IX Coordinator or Human Resources (employees).

Contact Information

- Title IX Coordinator, may be contacted at (843) 953-6881 or vmercado@citadel.edu.
- Assistant Commandant for Discipline (AC-D), may be contacted at (843) 953-6931 or hhutson@citadel.edu.
- Employee Relations Manager (HR), may be contacted at (843) 953-4467 or mardrey@citadel.edu.

On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, The Citadel will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

On Campus:

Counseling and Mental Health - MUSC Health at The Citadel

Psychotherapy and Counseling Services
9 Hammond Ave
Phone (843)953-1981/(843)953-4827

Health – MUSC Health at The Citadel

Sick call, acute care clinic, general medicine clinic, primary care sports medicine clinic, immunizations/vaccinations, pharmacy, laboratory, x-ray, ECG, diagnostic and interventional point of care ultrasonography.

9 Hammond Avenue
Charleston, SC 29409
(843) 985-1981/(843) 953-4827
citadel@musc.edu
<https://www.citadel.edu/root/infirmery-home>

Victim Advocacy – Campus Advocacy, Response, and Education (CARE)

Victim support, resources, consultation, and advisement. Education programs centered around sexual misconduct prevention and response.

Director of CARE - Ms. Eileen Quinn

215 Mark Clark Hall

equerra@citadel.edu

(843) 953-7277 (office)

(843) 732-6770 (cell)

<https://www.citadel.edu/root/care>

Alcohol, Tobacco and Other Drug – Campus Alcohol and Drug Information Center (CADIC)

Education and intervention resources and services including information on AA and other rehabilitation/recovery services.

Director of CADIC – Kevin M. Modglin

219 Mark Clark Hall

kmodglin@citadel.edu

843-953-0510 (office)

843-813-6326 (cell)

<https://www.citadel.edu/cadic/>

Visa and Immigration Assistance – Zane Segle, Ph.D., PDSO The

Center for International and Special Programs

1043 Capers Hall

(843) 953-7083

seglez1@citadel.edu

<https://www.citadel.edu/cisp/international-student-services/>

Student Financial Aid – Office of Financial Aid and Scholarships

Bond Hall, Room 138

(843) 953-5187

financial_aid@citadel.edu

<https://www.citadel.edu/root/contact-financial-aid>

Legal Assistance - The Citadel does not provide on-campus legal representation. Victims may seek legal assistance through South Carolina Legal Services by calling 1-888-346-5592 or through the other community legal resources identified in this document.

Off Campus:**Health/Mental Health – Medical University of South Carolina (MUSC) Triage, medical treatment, assessment.**

171 Ashley Ave, Charleston, SC 29425

(843) 792-3826

www.muschealth.org

Victim Advocacy – Tri-County S.P.E.A.K.S.

Free confidential services to adult survivors of sexual assault. 24-hour hotline, hospital accompaniment during Sexual Assault Forensic Exams (SAFE), police and law enforcement accompaniment, court accompaniment, follow-up services, trauma-informed counseling, as well as support groups.

(843) 745-0144

<https://tricountyspeaks.org>

Counseling : MUSC Health National Crime Victims Research and Treatment Center

Offers evidence-based mental health services, specialized trauma therapy, and victim assistance programs.

Phone: 843-792-8209 (Clinic)

Location: 67 President Street, Charleston, SC

Visa: USCIS Application and Information Center

1650 Sam Rittenberg Blvd Suites 5-7, 4932

1 (800) 375-5283

<https://www.uscis.gov/about-us/SC/Charleston>

Immigration Assistance: Charleston Legal Access

<https://www.charlestonlegalaccess.org/immigration>

My Sister's House/Charleston

Support and information regarding legal issues and procedures (843)

744-3242

(843) 747-4069

hope@mysistershouse.com

<https://www.mysistershouse.org/about-us>

City of Charleston Police Department Victim's Advocates

Support, resources, and information related to criminal charges

Catrice Smalls, Victim Advocate (843) 720-2425

Chelsea Hagan, Child Advocate (843) 720-3031

Vera Witt, Spanish Speaking Advocate (843) 720-3032 Joshua

Williamson, Elder Advocate (843) 720-2534

Rape, Abuse, and Incest National Network-National Hotline/Website for Abuse Victims

<http://www.rainn.org>

Legal Assistance – South Carolina Legal Services

If you want to apply for their services, call the intake office at 1-(888) 346-5592, or [click here to apply online](#). To contact the Executive Director, Andrea Loney, email her at andrealoney@sclegal.org.

Contact the South Carolina Department of Crime Victim Compensation (DCVC)

(If you need legal assistance and financial support due to crime victimization)

Phone: (803) 734-1900

Fax: (803) 734-1708

Toll Free: 1-800-220-5370

(Crime Victims Only, Please)

Hours: 8:30am - 5:00pm Monday -

Friday

E-mail: dcvc@scag.gov

Financial Aid/Assistance – Students may contact the U.S. Department of Education with questions regarding Federal Financial Aid Programs using the information immediately below.

The Citadel in D.C. Campus:**Health/Mental Health****George Washington University Hospital**

Emergency medical care, sexual assault forensic exams (SAFE), crisis intervention, and assessment services.

900 23rd Street NW, Washington, DC 20037

(202) 715-4000
<https://www.gwhospital.com>

Victim Advocacy

DC Victim Hotline

Free, confidential, 24/7 support for victims of crime, including sexual assault, domestic violence, dating violence, and stalking. Services include crisis intervention, safety planning, referrals, victim advocacy, and connection to emergency resources.

Call or Text: 844-443-5732 (844-4HELPDC)

<https://dcvictim.org>

Counseling and Mental Health Services

DC Department of Behavioral Health Access Helpline

Provides 24-hour crisis counseling, mental health referrals, substance use treatment referrals, and connection to community-based mental health providers.

(888) 793-4357

<https://dbh.dc.gov>

DC Department of Behavioral Health Access Helpline

Mental health counseling referrals, crisis intervention, and substance use treatment referrals. Available 24 hours a day, 7 days a week.

(888) 793-4357

<https://dbh.dc.gov>

Visa Assistance

U.S. Department of State, Bureau of Consular Affairs

Provides information regarding U.S. visas, visa status, travel documentation, and consular services for international students and visitors.

<https://travel.state.gov>

Immigration Assistance

Ayuda

Provides legal, social, and language services to low-income immigrants, including survivors of domestic violence, sexual assault, dating violence, and stalking.

(202) 387-4848

<https://www.ayuda.com>

Legal Assistance

Victim Legal Network of DC (VLNDC)

Provides referrals to legal service organizations assisting crime victims with family law, immigration matters, protection orders, housing issues, and crime victims' rights.

(202) 629-1788

<https://dcvictim.org/legal-services>

Legal Aid DC

Free civil legal assistance for eligible District of Columbia residents.

(202) 628-1161

<https://www.legalaiddc.org>

Law Enforcement Victim Resources

Metropolitan Police Department (MPD) Victim Services Branch

Support, resources, information regarding criminal investigations, victim rights, and referrals to community services.

(202) 727-3838

<https://mpdc.dc.gov>

National Resources

Rape, Abuse & Incest National Network (RAINN)

National Sexual Assault Hotline.

1-800-656-HOPE (4673)

<https://www.rainn.org>

Crime Victim Compensation

District of Columbia Crime Victims Compensation Program

Provides financial assistance to eligible victims of violent crime for certain crime-related expenses.

(202) 879-4216

<https://www.dccourts.gov/services/crime-victims-compensation-matters>

Financial Aid Information

Federal Student Aid Information Center

- information about federal student aid programs
- help with completing the *Free Application for Federal Student Aid*
- general information about your current federal student loans

1-800-4FED-AID (1-800-433-3243)

TTY: 1-800-730-8913

Spanish speakers are available (se habla español).

Defaulted Loans

- Borrowers whose loans are in default
- Debt collection services

1-800-621-3115 or

Federal Relay Service

Loan Consolidation

- Questions about loan consolidation before you apply

1-800-557-7394

TTY: 1-800-557-7395

For additional information, see the [Federal Student Aid Contact Us](#) page.

Adjudication of Violations

The college's disciplinary processes include prompt, fair, and impartial investigations and resolutions. In all instances, the process is conducted in a manner that is consistent with the institution's policies and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually, in-person and through computer based modules, on the issues related to domestic violence,

dating violence, sexual assault, and stalking as well as how to conduct an investigation and a hearing process that protects the safety of the victim and promotes accountability (see below).

Training for Officials Conducting VAWA Investigations and Adjudications

The Citadel provides annual training to Title IX Coordinators, investigators, decision-makers, hearing panel members, and individuals responsible for facilitating alternative resolution processes involving allegations of sexual assault, dating violence, domestic violence, stalking, and retaliation.

Training is designed to ensure that officials conduct investigations and adjudications in a fair, impartial, and trauma-informed manner and includes:

- Definitions and dynamics of sexual assault, dating violence, domestic violence, stalking, and retaliation.
- The Citadel's affirmative consent standard.
- Conducting prompt, thorough, and impartial investigations.
- Evidence collection, witness interviewing, and credibility assessment.
- Relevance determinations and evidentiary review.
- Hearing and adjudication procedures.
- Application of the preponderance of the evidence standard.
- Supportive measures, remedies, sanctions, appeals, and alternative resolution processes.
- Avoidance of bias, conflicts of interest, and prejudgment of facts.

The Citadel utilizes external training providers to deliver annual Title IX, VAWA, and Clery Act training for personnel who investigate, adjudicate, or otherwise participate in the resolution of complaints involving VAWA offenses. In accordance with institutional policy, records of all training materials used to train Title IX personnel, investigators, decision-makers, and alternative resolution facilitators are maintained by the institution.

Rights of the Complainant and Respondent During Institutional Disciplinary Proceedings

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
2. The accuser, the accused and appropriate officials will have timely and equal access to all information that will be used during formal and informal disciplinary meeting and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited to lending support, advice, spiritual guidance, or other counsel to their party. An advisor may not speak on behalf of their person nor be disruptive/interrupt a meeting or proceeding. However, both parties may be fully represented by legal counsel if the Respondent is formally charged by a law enforcement agency;

5. The accuser and the accused will be notified simultaneously, in writing, of the initial, interim, and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the result once the appeal is resolved.

Whether or not criminal charges are filed, the college or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

Policy 1: Title IX Grievance Policy

This policy is applicable to all Citadel students and employees who are alleged as a respondent to have engaged in sexual harassment, sexual assault, dating violence, domestic violence or stalking against another Citadel student or employee when the incident alleged is determined by the Title IX Coordinator to fall under the jurisdiction of Title IX.

How to File a Disciplinary Complaint Under this Policy

Any individual, including a third-party or a complainant, may make a report of conduct that could constitute sex discrimination or sexual harassment in person, by mail, by telephone, or by electronic mail using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. However, The Citadel's receipt of a "Report" does not require The Citadel to initiate an "Investigation," as prescribed in this policy. **The Citadel will only initiate an investigation under this policy when a Complainant or the Title IX Coordinator files a Formal Complaint as defined in Title IX Grievance policy.**

A Report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator. Electronic and anonymous reporting may also be done by using the Fraud, Waste, and Abuse Compliance Hotline found at the bottom of the www.citadel.edu homepage or at <https://secure.ethicspoint.com/domain/media/en/gui/38738/index.html>

Contact information for the Title IX Coordinator:

Valerie Mercado
Title IX Coordinator/Compliance Officer
Bond Hall, Rm 310
Charleston, SC 29409
vmercado@citadel.edu
(843) 953-6881

How the College Determines Whether This Policy will be Used

For this policy to apply, all of the following must be true:

1. The Complainant, i.e. the person alleged to be the victim of sexual harassment, must be a student or employee or be attempting to access the college's programs or activities;
2. The Respondent, i.e. the person accused of being the perpetrator of sexual misconduct, must be a student or employee;
3. The incident, as reported, must allege some form of sexual harassment as defined in this policy;
4. The institution must have had substantial control of the respondent and the context in which the harassing behavior occurred (on campus or in a college program or activity if off campus); and
5. The harassment must have occurred within the United States.

Steps in this Disciplinary Procedure

Upon receipt of a Report of Sexual Misconduct, whether from a Complainant or from a third-party (*i.e.* a "Reporter"), the Title IX Coordinator will conduct an Initial Assessment of the reported information and respond to any immediate health or safety concerns raised by the report. The Title IX Coordinator will also promptly contact the Complainant to discuss:

- a. the availability of supportive measures with or without the filing of a Formal Complaint;
- b. the process for filing a Formal Complaint; and
- c. consider the Complainant's wishes with respect to supportive measures.

A Complainant may decline to participate in the Grievance Process, including the Initial Assessment, may request supportive measures only, may file a Formal Complaint, or may request more time to consider his or her options. Regardless of the Complainant's actions, as described below, the Title IX Coordinator may determine that it is appropriate to file a Formal Complaint on behalf of a Complainant. A Complainant is always eligible for reasonably available supportive measures, regardless of whether the Grievance Process or Alternative Resolution is initiated.

As part of the Initial Assessment, the Title IX Coordinator will determine, in consultation with other need-to-know college officials, as appropriate, whether the reported conduct falls within the jurisdiction and scope of this Policy.

Intake Meeting

The Initial Assessment typically includes an intake meeting, which may take place in person or via live technology, with the Complainant to understand the nature and circumstances of the report and to provide the Complainant with information about resources, including local law enforcement resources as applicable, procedural options, supportive measures, and an opportunity to discuss the Policy.

In addition to conducting the intake meeting, the Title IX Coordinator will provide the Complainant with written information about resources, procedural options for resolving Formal Complaints, reasonably available supportive measures, and the process for requesting and obtaining them, the range of disciplinary sanctions available upon a finding of responsibility for violating the Policy, the prohibition

against retaliation, and how to report concerns of retaliation. The written information will also include information about campus and community resources and services, including counseling, health, mental health, victim advocacy, legal assistance, and other available services. This written information will also include a notification about the process for seeking disability-based accommodations, academic adjustments, and/or auxiliary aids under section 504 of the Rehabilitation Act/or the Americans with Disabilities Act.

Supportive Measures

The Citadel will offer and implement appropriate and reasonable supportive measures to the parties upon a report of sexual harassment.

Supportive measures are non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to The Citadel's education program or activity, including measures designed to protect the safety of all parties, The Citadel's educational environment, and/or deter harassment, discrimination, and/or retaliation. The Citadel will maintain the privacy of the supportive measures, provided that privacy does not impair The Citadel's ability to provide the supportive measures.

Supportive measures may include, but are not limited to:

- a. Referral to counseling, medical, and/or other healthcare services
- b. Referral to the Employee Assistance Program
- c. Extensions of deadlines or other course-related adjustments
- d. Modifications of work or class schedules
- e. Campus escort services
- f. No Contact or No Trespass Orders
- g. Restrictions on contact between the parties (no contact orders)
- h. Changes in work or housing locations
- i. Leaves of absence
- j. Increased security and monitoring of certain areas of the campus

Violations of No Contact Orders will be referred to the appropriate cadet, student, or employee conduct policy for enforcement.

Filing a Formal Complaint

At any time following an incident that could constitute sexual harassment, a Complainant or the Title IX Coordinator may file a Formal Complaint. Filing of a Formal Complaint initiates the Title IX Grievance Process, which includes an Investigation and concludes with a Hearing.

To file a Formal Complaint, a Complainant must provide the Title IX Coordinator a written, signed complaint alleging sexual harassment against a respondent and requesting that The Citadel investigate the allegation.

Complainants are only able to file a Formal Complaint under this Policy if they are currently participating 74

in, or attempting to participate in, the education programs or activities of The Citadel, including as an employee.

If the Complainant elects not to file a Formal Complaint, the Title IX Coordinator may still determine a Formal Complaint is necessary. The Title IX Coordinator will consider the following factors:

1. The totality of the known circumstances;
2. The nature and scope of the alleged conduct, including whether the reported behavior involves the use of a weapon;
3. The respective ages and roles of the Complainant and Respondent;
4. The risk posed to any individual or to the campus community by not proceeding, including the risk of additional violence;
5. Whether there have been other reports of other Sexual Misconduct by the Respondent;
6. The Complainant's interest in the college not pursuing an investigation or disciplinary action and the impact of such actions on the complainant;
7. Whether the college possesses other means to obtain relevant evidence;
8. Fairness considerations for both the Complainant and the Respondent;
9. The Citadel's obligation to provide a safe and non-discriminatory environment; and
10. Any other available and relevant information.

The Citadel will inform the Complainant of the Title IX Coordinator's decision to file a Formal Complaint in writing. The Complainant need not participate in the process further but will receive all notices issued under this Policy.

A Complainant who files a Formal Complaint may elect, at any time, to address the matter through The Citadel's Alternative Resolution Process.

If proceeding through a formal resolution, the complaint will be assigned for investigation. The Citadel will complete the Grievance Process in a reasonably prompt manner after the filing of the Formal Complaint, though The Citadel may extend the Process for sufficient reason, including but not limited to the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

Investigation

1. Notice of Investigation

An investigation will occur within a reasonably prompt timeframe to determine if the alleged conduct constitutes sexual harassment. The investigation commences with the issuance of a Notice of Investigation to both the respondent and complainant. The Investigation concludes with a final determination after a Hearing.

2. Appointment of Investigator(s)

When the decision is made to initiate an investigation, The Citadel will designate an Investigator or Investigators to conduct a prompt, thorough, fair, and impartial investigation. Any Investigator used by The Citadel will have received training on issues related to sexual and gender-based harassment, sexual assault, dating violence, domestic violence, and stalking; the scope of The Citadel's education

program and activity (to include employment and other college programs and activities); and on how to conduct an investigation that is fair and impartial. The Investigator will be impartial and free from conflict of interest or actual bias for or against complainants or respondents generally, or individual complainants and respondents.

3. Gathering Evidence

The Investigator, not the parties, is responsible for gathering relevant evidence. All parties will have the opportunity to present inculpatory and exculpatory evidence and name witnesses, including fact and expert witnesses. The Investigator will seek to meet separately with the Complainant, Respondent, and relevant witnesses. The parties are encouraged to preserve and provide all relevant information, such as documents, electronic communications, and physical evidence, as promptly as possible to facilitate prompt resolution. The failure to voluntarily provide information can affect The Citadel's ability to conduct a prompt, thorough and equitable investigation.

Parties to the Grievance Process do not have the right to depose parties or witnesses, nor to invoke a court system's subpoena powers to compel parties or witnesses to appear at hearings, or otherwise. The Citadel will compel cadets, students, and employees to appear at meetings and hearings, but it does not have subpoena power, and it cannot compel attendance of third parties. The College expects all parties and witnesses to be truthful in information that they provide to the College, and the failure to be truthful in this process may constitute a separate violation of College policy.

4. Presumption that Respondent is Not Responsible

The Respondent will be presumed not responsible for any alleged policy violation unless and until a determination is made, by a preponderance of the evidence, that the Respondent committed sexual harassment.

5. Witnesses

The Investigators will interview witnesses as part of the Investigation. The name(s) of the witness(es) and the information gathered in the interviews will be included in the written investigative report.

6. Other Forms of Evidence

The Investigator will also gather other relevant information or evidence, including documents, photographs, communications between the parties, medical records (subject to the consent of the applicable person), and other electronic records as appropriate. In general, a person's medical and counseling records are privileged records, not accessible to the Investigator unless the person voluntarily waives the privilege in a written consent. When a party waives privilege and provides information to the Investigator, the relevant information from the records must be shared with the other party.

7. Inspection and Review of Evidence and Investigative Report

At the completion of the Investigation, the Investigator(s) will create an Investigative Report that fairly summarizes the relevant evidence gathered during the Investigation.

Prior to the completion of the Investigative Report, the Investigator will send, to each Party and the Party's Advisor, the evidence obtained through the investigation. The Citadel will send the evidence through electronic methods or via hard copy, in its sole discretion. The purpose of the inspection and review process is to allow each party the equal opportunity to meaningfully respond to the evidence prior to conclusion of the Investigation.

Evidence that will be available for inspection and review by the parties and their Advisors will be any evidence that is directly related to the allegations raised in the Formal Complaint. It will include any:

- a) Evidence that is directly related to the allegations, even if that evidence does not end up being relied upon by the institution in making a determination regarding responsibility; Inculpatory and exculpatory evidence (i.e. evidence that tends to prove or disprove the allegations) that is directly related to the allegations, whether obtained from a party or other source.

All parties must submit any evidence they would like the investigator(s) to consider prior to when the parties' time to inspect and review evidence begins.

The parties will have ten (10) days to inspect and review the evidence and submit a written response by email to the investigator. The investigator will consider the parties' written responses before finalizing the Investigative Report.

No later than ten (10) days prior to the hearing, the Investigator will send the completed Investigative Report to each party and the party's Advisor for their review and written response. The Investigative Report is not intended to catalog all evidence obtained by the investigator, but only to provide a fair summary of relevant, inculpatory, and exculpatory, evidence.

Evidence that, in the reasoned judgment of the investigator, is not directly related to the allegations in the Formal Complaint will be included in the appendices to the Investigative Report.

Hearing

The Citadel will not issue a disciplinary sanction under this policy without holding a live hearing with cross-examination, unless otherwise resolved through an informal/alternative resolution process. The live hearing is an opportunity for the parties to address the hearing body in person about issues relevant to the determination of responsibility. It is an opportunity for the parties to call witnesses, including fact, character, and expert witnesses, for the decision-makers' consideration. The hearing body is comprised of three decision-makers.

The live hearing may be conducted with all parties physically present in the same geographic location. At The Citadel's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually. This technology will enable participants simultaneously to see and hear each other when answering questions. Requests for remote participation must be made in writing, to the Title IX Coordinator or Board President, at least five (5) business days in advance of the hearing. At its discretion, The Citadel may delay a hearing based on technological errors not within a party's control.

Hearing Procedures

For all live hearings conducted under the Title IX Grievance Policy, the procedure will be as follows:

- a) The Board President will open and explain rules and expectations for the hearing;
- b) The Board members will ask questions of the Parties and Witnesses;
 - a) After the Board members ask questions of each Party and Witness, the Parties' Advisors will conduct cross-examination of each Party and Witness.

- b) The Board members and the Advisors shall each have the opportunity to ask follow-up questions, subject to the Board President's authority to limit such follow-up questions for appropriate reasons.

Advisor Cross-Examination Procedure

Each party's Advisor will conduct live cross-examination of the other party or parties and witnesses. During this live-cross examination, the Advisor may ask the other party or parties and witnesses relevant questions and follow-up questions, including those challenging credibility, directly, orally, and in real time.

Decision-Making Process

The board members are responsible for objectively evaluating the relevant inculpatory and exculpatory evidence and making a determination, by a preponderance of the evidence, as to whether the respondent violated this policy. The determination must be reached by a majority of the panel.

Possible Sanctions for Violations of Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Misconduct

Following a determination that a Respondent is responsible for violating this policy, The Citadel may impose one or more sanctions that are reasonably proportionate to the nature and severity of the violation, the circumstances of the conduct, the Respondent's disciplinary history, and the need to maintain a safe educational and working environment. Sanctions may include, but are not limited to:

For Students

- Written warning
- Educational or training requirements
- Reflective assignments
- Change of class schedule
- Disciplinary service
- Community service
- Loss or restriction of privileges
- No-contact orders
- Restrictions from participation in specific activities, organizations, leadership positions, athletics, programs, or events
- Removal from leadership positions
- Housing reassignment or restrictions
- Company transfer
- Battalion transfer
- Probation
- Suspension
- Interim separation or removal, when applicable
- Dismissal from the College
- Expulsion from the College

For Employees

- Educational or training requirements
- Verbal reprimand

- Written reprimand
- Performance improvement measures
- Loss or restriction of duties, responsibilities, or supervisory authority
- Reassignment
- Suspension with or without pay, as permitted by applicable policy
- Demotion, where applicable
- Administrative leave, when appropriate
- Termination of employment

Alternative Resolution Outcomes When a matter is resolved through an approved Alternative Resolution process, outcomes may include educational interventions, counseling, training requirements, voluntary restrictions on activities, no-contact agreements, remedial measures, or other mutually agreed upon conditions designed to address the conduct, prevent recurrence, and restore access to educational or employment opportunities.

Sanctions may be imposed individually or in combination. Serious violations, including sexual assault, domestic violence, dating violence, and stalking, may result in suspension, dismissal, expulsion, or termination of employment, as appropriate under the circumstances.

Policy 2: Discrimination and Harassment Policy (Title VII)

This policy governs employees as the respondent in complaints of sexual harassment, sexual assault, dating violence, domestic violence, and stalking when it is determined that Title IX is not applicable.

How to File a Disciplinary Complaint Under this Policy

Individuals experiencing discrimination or harassment should report it immediately. Reports may be made through any of the following channels:

- Chief Civility and Engagement Officer (or successor position)
- HR Employee Relations Manager
- Title IX Coordinator
- Immediate Supervisor, Department Head, or Division Head
- Vice President or Dean
- Ombudsperson (for guidance regarding reporting options)
- [The Citadel Discrimination Complaint Form](#)

Upon receipt of a report, Human Resources and/or the appropriate institutional official will review the complaint, determine the applicable policy, implement interim measures when appropriate, and initiate an investigation or other response consistent with institutional policy.

For allegations of sexual assault, dating violence, domestic violence, and stalking, the written outcome will include the rationale for the decision, the associated sanction, and information regarding available grievance, appeal, or review procedures, as applicable under the State Employee Grievance Procedure Act, faculty procedures, employment contracts, or other applicable institutional processes.

How the College Determines Whether This Policy will be Used

The Citadel utilizes this policy when all of the following are true:

- The Respondent is an employee;
- The complaint alleges sexual misconduct as defined in the policy; and

- The allegations do not fit within Title IX.

Steps in the Disciplinary Process

This outlines what generally happens when a report of discrimination or harassment is submitted. These steps are not in chronological order and they do not all have to be taken in order for a complaint to be thoroughly processed. The Citadel will use its discretion to ensure all cases are handled appropriately.

- Form is submitted to the Chief Civility and Engagement Officer (CIEO).
- Form is reviewed by CIEO and the employee making the complaint is contacted if the form was not submitted in person to answer any questions regarding the complaint.
- VP/Dean is alerted of complaint filing and ensuing investigation (unless they are named in complaint).
- Interim measures are taken, if necessary.
- Neutral investigators are assigned.
- Accused is notified in writing of the allegations.
- Investigator(s) meet with both parties, separately, and any witnesses and review any evidence provided or obtained. If the allegation is of an act of sexual assault, dating violence, domestic violence, or stalking, the Complainant and Respondent will each be permitted to have an advisor of their choosing at any meeting or proceeding in which they are required to be present. An advisor may be anyone, including legal counsel. An advisor may counsel, advise, and support their party but may not disrupt any meeting or proceeding nor may they ask questions of the investigators or speak for their party.

The Citadel retains discretion to conduct an administrative review into allegations of harassment or discriminatory conduct, in absence of a formal complaint. In determining whether to initiate an administrative review of allegations harassment or discrimination, The Citadel will consider all known information, including: (1) the nature and the severity of the allegations; (2) whether the allegations are amenable to resolution through other channels, such as human resources intervention; (3) the history of prior complaints regarding the same individuals, department and/or area; (4) the expressed wishes, if known, of the affected individual(s); and (5) any other pertinent information.

Administrative reviews will include interviewing witnesses and reviewing pertinent documents and will normally be concluded within sixty (60) business days. Timeframes may be extended for good cause with written notice to the parties. This timeframe may be extended for good cause and any recommended action items will be reviewed by the College's General Counsel. The same level of confidentiality applicable in complaint investigations will apply to administrative reviews.

Training of Officials

Individuals responsible for investigating or resolving complaints involving sexual assault, dating violence, domestic violence, or stalking receive annual training regarding trauma-informed practices, evidence collection, investigative techniques, victim safety, impartial decision-making, and compliance with applicable institutional and legal requirements.

Decision-Making Process

Investigators create a written report submitted to CIEO and Chief HR Officer. VP/Dean is notified of the outcome and sanction is determined, if necessary.

The Complainant and Respondent will be notified in writing of the investigation outcome and the finding. For allegations of sexual assault, dating violence, domestic violence, and stalking, the written outcome will also include the rationale for the decision, the associated sanction, and the process by which certain parties may grieve as applicable under the State Employee Grievance Procedures Act or under faculty or contractual appeal processes.

HR may include additional recommended action items, which may include, but are not limited to: (a) a directive to stop any ongoing discriminatory, harassing and/or retaliatory behavior/practices; (b) disciplinary or other corrective action be taken against the Respondent and/or others; (c) relief be granted to the Complainant, such as accommodations, reinstatement, hiring, reassignment, promotion, training, back pay or other compensation and/or benefits (specific remedies shall be fact-specific to each complaint); and/or (d) other proactive measures, such as targeted training or education.

Standard of Evidence

The Citadel uses the **preponderance of the evidence** standard when determining whether a violation of this policy has occurred. Under this standard, a policy violation is established when the evidence demonstrates that it is more likely than not that the alleged conduct occurred.

Possible Sanctions

- Educational or training requirements
- Verbal reprimand
- Written reprimand
- Performance improvement measures
- Loss or restriction of duties, responsibilities, or supervisory authority
- Reassignment
- Suspension with or without pay, as permitted by applicable policy
- Demotion, where applicable
- Administrative leave, when appropriate
- Termination of employment

Policy 3: Regulations for Non-Cadet Students and Cadets in Day Student Status (Memo 3-107)

Allegations involving sexual harassment, sexual assault, dating violence, domestic violence, and stalking may be handled under Title IX procedures and that the institution will determine which policy has jurisdiction.

How to File a Complaint Under this Policy

As soon as possible after learning of a violation of the Code of Student Conduct, students, employees, or anyone else in the Citadel community should notify the Provost in writing. Students also have the option to report incidents to other college personnel, such as the Chief Civility and Engagement Officer or Title IX Coordinator (for incidents under the Title IX Grievance policy or the Discrimination and Harassment Policy (Title VII)), the Department of Public Safety, other faculty or staff, as well as the Ethics Point Hotline: <https://secure.ethicspoint.com/domain/media/en/gui/38738/index.html> or call toll-free at 855-280-8357. Please know that reports submitted anonymously may result in a limited response from the Provost's Office due to inadequate information to investigate the reported incident thoroughly.

How the College Determines Whether This Policy will be Used

The Citadel utilizes this policy when all of the following are true:

1. The Respondent is a person registered for, or auditing, credit, or non-credit Citadel courses, on either a full- or part-time basis who are not members of the South Carolina Corps of Cadets.;
2. The complaint alleges sexual misconduct as defined in the policy; and
3. The allegations do not fit within Title IX.

Steps in the Disciplinary Process

Every reasonable effort will be made to complete investigations within 60 days of the report of the alleged violation. Investigations will be led by the Provost's Designee and may include participation by the offices of Public Safety, General Counsel, Information Technology, and the Sr. Vice President for Operations, among other departments at or external to The Citadel, when appropriate.

Additional provisions for investigations conducted into allegations of sexual assault, dating violence, domestic violence, or stalking:

1. Investigations will only be conducted by persons who have been annually trained in how to conduct such investigations, including how to engage in proper interviewing techniques and collection of evidence in accordance with the Clery Act.
2. The parties (Complainant and Respondent) have the right to an advisor of choice, who may be present at any meeting or disciplinary proceeding in which the party is required to be present. An advisor may be anyone, including legal counsel. An advisor may counsel, advise, and support their party but may not disrupt any meeting or proceeding nor may they ask questions of the investigators or speak for their party.
3. Investigations will normally be concluded within 60 business days, the process will be transparent to the accuser and the accused, and the major timeframes for the investigation may be extended for good cause and with written notice.
4. The Complainant and Respondent shall have equal access to evidence and other information that will be used to reach a finding.
5. The Complainant and Respondent will have timely notice for meetings with sufficient time to prepare.
6. No person is required to participate in an investigation as a Complainant or Respondent, however, The Citadel may proceed despite a party's lack of cooperation.
7. The Citadel will not discourage or prohibit persons from sharing information with others about their experience with sexual assault, dating violence, domestic violence or stalking or punish them for such speech (unless said speech violates another institutional policy), however, The Citadel strongly encourages the parties to keep such information regarding the investigation private as to protect the integrity of the investigation.

The Citadel retains discretion to conduct an administrative review into allegations of sexual assault, dating violence, domestic violence, and stalking, in absence of a report. In determining whether to initiate an administrative review of allegations (1) the nature and the severity of the information; (2) the age of the parties; (3) the history of prior complaints regarding the same individuals, department and/or area; (4) the expressed wishes, if known, of the affected individual(s); and (5) any other pertinent information. If The Citadel does determine it will proceed with an investigation without a report, notice will be provided

to the involved parties, Complainant and Respondent, and all other “regular” procedures listed herein will follow, including ongoing notice, opportunities to be heard and to present evidence and witnesses, and the right to be notified of the major timeframes of the process and outcome, including rationale and sanctions, if applicable.

Possible Sanctions

- Written warning
- Educational or training requirements
- Reflective assignments
- Change of class schedule
- Disciplinary service
- Community service
- Loss or restriction of privileges
- No-contact orders
- Restrictions from participation in specific activities, organizations, leadership positions, athletics, programs, or events
- Removal from leadership positions
- Housing reassignment or restrictions
- Probation
- Suspension
- Interim separation or removal, when applicable
- Dismissal from the College
- Expulsion from the College

Protective Measures

The Citadel may employ protective measures, including but not limited to temporary suspension, class changes, meeting room changes, restriction of interaction and no trespass. The college reserves the right to take interim measures as appropriate.

For incidents of sexual assault, dating violence, domestic violence and stalking, The Citadel will make changes to living, transportation, working and academic situations if reasonably available and upon request.

Student Disciplinary Process

Although The Citadel has an obligation to uphold federal, state, and local laws, The Citadel’s rules and regulations operate independently from them. As such, The Citadel may pursue enforcement of its own rules whether or not legal proceedings are initiated or discontinued.

Provost’s Designee Procedures

All infractions of Memorandum 3-107 are initially handled by the Provost’s Designee. Whenever possible, charges shall be stated in writing (and shall always be stated in writing for complaints of sexual assault, dating violence, domestic violence, and stalking.)

Upon receiving notice of a potential violation of Memorandum 3-107, the Provost’s Designee shall initiate a disciplinary proceeding. The Provost’s Designee will provide written notice of the charges, as well as the

time, place, and nature of the alleged violation to the charged student(s) and the complainant. The notice shall also state the date, time, and location for a disciplinary meeting with the Provost's Designee. Pending the meeting, the President may temporarily suspend the charged student if, in the President's discretion, the student poses a substantial risk of self-harm or harm to others. The Citadel may also take other protective interim measures in the Provost's Designee's discretion. An unexcused absence will be construed as admission to the charge. Notice of whether a non-legal advisor will attend, or legal counsel will be present⁴ must be submitted in writing to the Provost's Designee three (3) business days before the scheduled meeting.

The Provost's Designee will send the charged student(s) a written copy of the final sanctioning decision⁴ within 10 business days of the disciplinary meeting. If a charged student wishes to dispute the charges, the disciplinary meeting will go forward as scheduled. An unexcused absence will be construed as admission to the charge. Notice of whether a non-legal advisor will attend, or legal counsel will be present⁵ must be submitted in writing to the Provost's Designee three (3) business days before the scheduled meeting. At the disciplinary meeting⁶, the charged student will have an opportunity to present a case, witnesses, and/or pertinent evidence.

If, upon conclusion of the disciplinary meeting and review of the matter, the Provost's Designee determines that, if the complaint is true, there may be justification to suspend or expel a student, the Provost's Designee will refer the entire matter to a Hearing Board, see below, for both findings of fact and consideration of the sanctions of suspension and expulsion.

If, upon conclusion of the disciplinary meeting and review of the matter, the Provost's Designee determines that, even if the complaint is true, there are no grounds to consider suspension or expulsion of a student, the Provost's Designee shall render a decision and, if a violation is found to have occurred, impose disciplinary sanctions in accordance with the disciplinary sanction sections of this Code. The Provost's Designee shall consider the student's entire academic and/or disciplinary record in issuing a sanction. The Provost's Designee will send the charged student(s) a written copy of the final decision within 10 business days of the disciplinary meeting.

If a charged student wishes to admit the charges in whole or in part, they may do so and will waive their right to the disciplinary process. The Provost's Designee will determine whether there may be justification to suspend or expel a student; if so, the Provost's Designee will refer the matter to a Hearing Board for consideration of the sanctions of suspension and expulsion, per Section E (ii). If not, the Provost's Designee may impose a sanction and will consider the student's entire academic and/or disciplinary record in deciding the appropriate sanction in accordance with the disciplinary sanction sections of this Code.

In all cases, the Provost's Designee will send the charged student(s) a written copy of the final sanctioning decision within 10 business days of the disciplinary meeting.

Hearing Board Procedures

If the Provost's Designee determines there may be justification to suspend, dismiss or expel a student, a meeting before Hearing Board will be scheduled.

At the Hearing Board the following procedures apply:

- a. The Provost's Designee will notify the charged student(s)⁷ in writing of the time, place, and location of the hearing, as well as the Hearing Board procedures. The hearing will be held even if the charged student declines to attend. Pending the hearing, the President may temporarily suspend the charged student if, in the President's discretion, the student poses a substantial risk of self-harm or harm to others or take other protective interim measures in the Provost's Designee's discretion.

- b. The Provost or the Provost's designee shall determine the application, selection, and training process for Board members⁸. All Board members must be present for the hearing. Every reasonable effort will be made to conduct the hearing within 10 business days of the Provost's Designee's referral.
- c. A list of witnesses, any written evidence, and notice of whether a non-legal advisor will attend, or legal counsel will be present must be submitted in writing to the Board three (3) business days before the scheduled hearing⁹. The student(s) has the right to: present witnesses, cross-examine witnesses (through the Counsel), and submit relevant evidence on their behalf, in writing or verbally.
- d. The Board will make and retain a verbatim record of the hearing in the form of a complete recording that will be stored with the Provost's Designee. However, the Board is not responsible for recording malfunctions, errors, or lost or destroyed recordings.
- e. After all presentations are complete, the Board will deliberate in a closed session and arrive at a decision. A decision must be reached by a majority vote of the Board. The deliberations and vote will remain confidential.
- f. In matters referred to the Board by the Provost's Designee under Memorandum 3-107, the Board shall make both findings of fact and determine whether suspension, dismissal or expulsion are warranted.

Decision-Making Process

The Board members are responsible for objectively evaluating the relevant inculpatory and exculpatory evidence and making a determination, by a preponderance of the evidence, as to whether the respondent committed sexual misconduct. The determination must be reached by a majority of the panel. If the Board finds that a violation of Memorandum 3-107 or other college policy occurred, it shall consider whether to recommend a disciplinary sanction of suspension, dismissal or expulsion in accordance with the disciplinary sanction sections Memorandum 3-107. The Board shall consider the student's entire academic and/or disciplinary record in determining whether to impose such sanctions.

If the Board does not recommend the sanction of suspension or expulsion, the Board will remand the matter to the Provost's Designee to consider imposition of a sanction. In all instances, the Board will send the charged student(s) a written copy of the outcome, including the sanction (if applicable) within 10 business days of the final determination.

Policy 4: Cadet Discipline for Allegations of Sexual Misconduct (The White Book Chapter 7: Section 1A)

How to File a Disciplinary Complaint Under the Policy

Violations or suspected violations of this process may be made verbally and directly to the institution's Title IX Coordinator. A Complainant may also report directly to the Assistant Commandant for Discipline (AC-D) if (a) the Complainant and Respondent are members of the same Battalion or (b) the Complainant requires immediate assistance. Regardless of where the complaint is initially reported, the Title IX Coordinator will make the Complainant aware of their right to file a Formal Complaint. Upon the filing of a Formal Complaint, the Title IX Coordinator will conduct an assessment regarding whether the institution's Title IX Policy has jurisdiction or if this process will apply.

The Title IX Coordinator, or designee will provide the party with their rights and options. At such time that the Title IX Coordinator determines the Title IX Policy has jurisdiction, the complaint will proceed only through that process and is not eligible for resolution under this process.

Any person always has the right to report the incident immediately to law enforcement and has the right to be assisted by the Title IX Coordinator or the AC-D in doing so if they desire. Persons retain the right to report to the Police and not The Citadel or to The Citadel and not law enforcement. The options are not mutually exclusive.

If the Title IX Coordinator determines that the Title IX Policy does not have jurisdiction, the case will be transferred to the AC-D for investigation and resolution under this process. In such cases, the AC-D will ensure the party has been provided their rights and options.

The details or facts surrounding the report of an offense are most frequently determined through an Explanation of Report, Written (ERW) and/or any face-to-face session between the Complainant and the AC-D.

Any rank holding cadet, cadets acting in an official capacity, cadets who consider themselves victims of mistreatment as defined in this process, and any member of the faculty, staff, commissioned or noncommissioned officer may report an allegation of sexual misconduct to the AC-D. This procedure will attach when the allegation involves an act, that if proven true by a preponderance of evidence, would constitute sexual harassment, sexual assault, sexual misconduct, dating violence, domestic violence and/or stalking.

How the College Determines Whether this Policy will be Used

The Citadel utilizes this policy when the following is true:

1. The Respondent is a South Carolina Corps of Cadet member;
2. The complaint alleges sexual misconduct as defined in the policy; and
3. The jurisdiction does not fit within Title IX nor the Student Code of Conduct governing Cadets in summer school.
4. The alleged conduct occurred outside the jurisdictional parameters of the College's Title IX Grievance Process but, if proven, would constitute sexual misconduct under College policy.

Protective Measures

The AC-D may employ protective measures, including but not limited to temporary suspension, class changes, housing changes, meeting room changes, restriction of interaction, no trespass orders, and no contact orders regardless of if a Formal Complaint is filed. The college reserves the right to take interim measures as appropriate. For incidents of sexual assault, dating violence, domestic violence and stalking, The Citadel will make changes to living, transportation, working and academic situations if reasonably available and upon request.

Investigations

Once this process has been determined to have jurisdiction to respond, the AC-D will provide the Complainant and Respondent with written notice outlining the allegations, the name of the investigator(s), the major timeframes of the process, information regarding their rights, and the process to submit evidence

and names of witnesses they would like interviewed.

Investigations will only be conducted by persons who have been annually trained in how to conduct such investigations, including how to engage in proper interviewing techniques and collection of evidence in accordance with the Clery Act. Investigators and decision-makers assigned under this process must not have a conflict of interest or bias for or against complainants or respondents generally or any individual party.

The parties (Complainant and Respondent) have the right to an advisor of choice, who may be present at any meeting or disciplinary proceeding in which the party is required to be present. An advisor may be anyone, including legal counsel. An advisor may counsel, advise, and support their party but may not disrupt any meeting or proceeding nor may they ask questions of the investigators or speak for their party. Legal counsel may fully represent the Complainant if the Respondent is formally charged by a law enforcement agency.

The parties shall have an equal opportunity to present fact witnesses, expert witnesses, inculpatory evidence, and exculpatory evidence during the investigation and adjudication process.

Investigations will consist of interviewing the Complainant, the Respondent, any witnesses deemed to be relevant by the Investigator, and the collection of relevant evidence. Neither party is required to submit witnesses or evidence, however, if evidence or witness testimony is not presented for purposes of the investigation, it may not be permitted in the hearing. The Board President will have discretion over last-minute submissions of evidence.

The parties have the right to provide questions to the investigator that they would like asked of the other party. The investigator will ask the questions provided if the investigator determines that the question is relevant and appropriate (questions regarding prior sexual history or regarding information considered to be privileged, i.e., mental health or medical records, will not be asked.) The investigator will capture the applicable party's responses and share those responses with the requesting party. Both parties will be offered this right.

The investigation will be finalized as soon as possible. The process will be transparent to the accuser and the accused, and the timeline for completion of the investigation may be extended if the investigation extends over a scheduled Corps furlough or for another good cause and with written notice.

The investigatory report will be shared, in a timely manner, with the Complainant and Respondent when it is completed, normally no more than 15 business days following the completion of the investigation. The parties are encouraged to inspect the report and offer feedback in writing to the investigator regarding any inaccuracies in the document. The investigator will review the feedback and determine if further investigation is required and if any changes should be made or if the report is final.

The Complainant and Respondent shall have equal access to evidence and information that will be used to reach a finding. The parties will also be provided an equal opportunity to inspect and review evidence obtained during the investigation, including evidence upon which the institution does not intend to rely in reaching a determination.

The Complainant and Respondent will have timely notice for meetings with sufficient time to prepare.

No person is required to participate in an investigation as a Complainant or Respondent; however, The Citadel may proceed despite a party's cooperation. If a Complainant or Respondent chooses not to participate, they will still be provided with written notice as if they had participated.

The Citadel shall not discourage nor prohibit persons from sharing information with others about their experience with sexual assault, dating violence, domestic violence or stalking or punish them for such speech (unless said speech violates another institutional policy), however, The Citadel strongly encourages the parties to keep such information regarding the investigation private as to protect the integrity of the investigation.

Under this process, The Citadel retains discretion to conduct an administrative review into allegations of

sexual assault, dating violence, domestic violence, and stalking, in absence of a Formal Complaint if and only when the information the college receives is determined to be especially egregious. In determining whether to initiate an administrative review of allegations (1) the nature and the severity of the information; (2) the age of the parties; (3) the history of prior complaints regarding the same individuals, department and/or area; (4) the expressed wishes, if known, of the affected individual(s); and (5) any other pertinent information. If The Citadel does determine to proceed with an investigation without a Formal Complaint, notice will be provided to the involved parties, Complainant and Respondent, and all other “regular” procedures listed herein will follow, including ongoing notice, opportunities to be heard and to present evidence and witnesses, and the right to be notified of the major timeframes of the process and outcome, including rationale and sanctions, if applicable.

Once the investigative report is amended with feedback from the parties, the report will be provided, along with relevant evidence, to the AC-D, who will begin the process of convening a Commandant’s Board (CB).

Cadet Statements

When a cadet makes an oral or written report or statement, regardless of circumstance, the expectation is that the report or statement is true and contains all the relevant facts known to the cadet.

Cadets will not use recording devices in investigations without the approval of The Commandant.

In any official investigation directed by the President, the Commandant, or their representatives, cadets are required to answer questions regarding facts within their scope of knowledge. Cadets are not required to incriminate themselves, though failure to answer such a question can be used against them in a Board, Hearing, or other measure. Cadets may not refuse to answer a question because it might incriminate someone else. Refusal to answer such questions is disobedience of orders.

Note: See the Honor Manual for a discussion of improper questions.

Commandant’s Board

The AC-D (or designee) shall convene a Commandant’s Board as soon as feasible from the date the final investigative report is received by the AC-D. Both the Complainant and Respondent will be notified in writing of the date, time, and location for the hearing. They will also receive their hearing rights and be afforded the right to have their advisor of choice present. The advisor may not participate in the hearing and will only be permitted to advise, counsel, and support their party unless the Respondent is formally charged by a law enforcement agency. A cadet representative may also be selected and if not selected, will be appointed by the college for the purposes of the hearing.

- Time limits for the scheduling of a Hearing or a Board are at the discretion of the Commandant.
- Boards or Hearings may accept testimony by telephone or via video conferencing.
- Boards or Hearings are administrative in nature and therefore do not constitute legal proceedings.
- Both parties shall be afforded an equal opportunity to be accompanied by an advisor of their choice during the hearing. Any restrictions placed upon advisor participation shall be applied equally to both parties.

Cadet's Rights, Hearing and Commandant's Board

Students accused of a violation of disciplinary regulations which may lead to suspension, dismissal, or expulsion are entitled to the following:

1. To have a fair and prompt hearing before an officer or a board of officers of the College.
2. To be informed, in writing, of the offense, and to have reasonable time to prepare a defense. Extensions are approved at the discretion of The Commandant and apply equally to the Complainant as well as the Respondent.
3. To be present and present information and evidence on their own behalf.
4. To have a list of witnesses against them and either a summary of their testimony or the opportunity to confront and cross-examine the witnesses.
5. The Respondent may resign from the College at any time prior to a hearing or an appeal; however, the college will proceed in making and issuing a finding. A Respondent resigning before the completion of a Commandant's Board will resign with prejudice regarding the maximum punishment for the charge they are facing.

Composition of Commandant's Board (CB)

CBs in sexual misconduct proceedings are composed of two College administrators and one cadet, in the rank of Captain or above, selected by the Commandant from a pool of annually and adequately trained persons in accordance with the Clery Act with an additional member of the Commandant's staff serving as a Recorder.

The Board of three is comprised of a Board President and two voting members for the purposes of the proceeding.

The Board will convene at the specified date, time, and location. Either party has the right to request to join the hearing virtually or, if physically present in the same space, to have a partition placed between their tables.

If one or both parties are virtual, each party is still permitted an advisor of choice, who will also be permitted to join virtually.

The proceeding will open and the President of the board will ask both parties if they agree to the board composition and what is contained in the investigative report.

If both parties agree, the report is entered into the record. If either party disagrees, they should be prepared to state the exact issue they have with the report, including what portions they claim are factually inaccurate. The Board will record the party's responses. If neither party disagrees, the Board will ask the parties questions that they have regarding the report. All questions shall be asked by the Board President to each party. At no time shall the parties speak directly to each other. No advisor may ask questions of the board or speak on behalf of their party.

The Complainant will be questioned first by the Board and the Respondent second.

Any witnesses who have been called will be sequestered from each other during the hearing and will appear in the hearing during their testimony.

At such time as the Board has asked any questions of the parties, the parties cadet representative shall ask the opposing party any questions their party would like asked. If a party has not selected a cadet representative prior to the hearing, one will be appointed by The Citadel.

The purpose of examination by the cadet representative is strictly to ask questions each party would like

asked of the other party in the presence of the board members. At any point in the questioning, the Board President can instruct a cadet representative to withdraw a question they deem inappropriate for the proceeding. Examples include questions regarding a party's mental health or medical history or regarding prior sexual history not relevant to the matter at hand or regarding a party's sexual orientation.

The Complainant and Respondent will be permitted to attend the entire proceeding (i.e., neither will be sequestered for any reason at any point.)

Both the Complainant and Respondent can provide an impact statement to the Board. Such statements will be provided to the Board President at the beginning of the proceeding in a sealed envelope and shall not be read until and unless the Respondent is found, using the preponderance of the evidence standard, more likely than not to have engaged in the behavior in violation of The Citadel's policy. The letters, if provided, will be considered before sanctioning decisions are made.

A decision will not be issued at the conclusion of the proceeding and the Complainant and Respondent will be notified, simultaneously and in writing, as soon as feasible with the outcome of the proceeding as well as the associated sanction, if applicable. Both parties have the opportunity to appeal the finding as described in the following section.

Standard of Evidence

The standard of evidence is preponderance of the evidence, which means in order to find a respondent in violation of The Citadel's policy, the evidence must demonstrate that it is more likely than not that the misconduct occurred as alleged.

Decision-Making Process

A decision will not be issued at the conclusion of the proceeding and the Complainant and Respondent will be notified, simultaneously and in writing, as soon as feasible with the outcome of the proceeding as well as the associated sanction, if applicable. Both parties have the opportunity to appeal the finding as described in the following section.

Written outcome notifications will include the finding, rationale supporting the determination, any sanctions imposed, available appeal procedures, and notice of when the decision becomes final.

All policies and procedures noted previously use the same evidentiary standard, afford the same range of protective measures, and provide for the same set of available sanctions. Because of this standard, those items have not been separately addressed by policy and instead are being included here and are applicable to all previously discussed policies and procedures.

Appeals

Appeals for Class II and Class III offenses go through the AC-D to the Commandant. Class I offenses, including Suspensions and Dismissals go through the Commandant to the President. Class I offenses resulting in Expulsions are made through the Commandant to the President who will confer with the BOV. College Regulations, Chapter VI, establishes the procedures for appeals.

Both parties shall receive simultaneous written notice of the filing of an appeal, the outcome of the appeal, and the date on which the appeal decision becomes final.

Possible Sanctions

- Written warning
- Educational or training requirements

- Reflective assignments
- Change of class schedule
- Disciplinary service
- Community service
- Loss or restriction of privileges
- No-contact orders
- Restrictions from participation in specific activities, organizations, leadership positions, athletics, programs, or events
- Removal from leadership positions
- Housing reassignment or restrictions
- Company transfer
- Battalion transfer
- Probation
- Suspension
- Interim separation or removal, when applicable
- Dismissal from the College
- Expulsion from the College

In cases involving students, the members of the hearing panel make findings of fact and a recommendation of sanctions. In cases in which the panel does not recommend separation from the college, the Commandant, or the Provost, as appropriate, makes the final determination of sanction. In cases in which the panel recommends suspension or dismissal, the Provost makes the final determination of sanction. In cases in which the panel recommends expulsion, or in cases where the Provost recommends expulsion, the President makes the final determination of sanction.

In all cases, the sanctioning authority may impose punishment based on the information in the Board's report as well as the cadet's or student's entire education record, or the employee's personnel file, as appropriate.

Range of Protective Measures Available to a Victim Alleging Misconduct

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, The Citadel will provide written notification to students and employees about accommodations and protective measures available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations). For complaints that are deemed "Title IX", both the complainant and respondent will be afforded supportive measures, as applicable.

At the victim's request, and to the extent of the victim's cooperation and consent, college offices will work cooperatively to assist the victim in obtaining accommodations and ensuring protective measures have been provided. If reasonably available, a victim may be offered changes to academic, living, working, protective measures or transportation situations regardless of whether the victim chooses to report the crime to Public Safety or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. The college may also provide

escorts, uniformed or nonuniformed police or security presence or monitoring at campus locations, provide the victim with a cell phone, change keys, locks or other physical security, or any other measures the college deems are necessary to protect the safety of persons.

College-Initiated Protective Measures

Examples of interim protective measures include but are not limited to a College order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different company. These remedies may be applied to one, both, or multiple parties involved. Violations of the directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by The Citadel.

Retaliation against any individual for reporting sexual misconduct, participating in an investigation or hearing, serving as a witness, or otherwise exercising rights under this policy is prohibited and may result in separate disciplinary action.

Confidentiality

Victims may request that directory information on file with the College be withheld at The Office of the Registrar, Bond Hall Rm 173, Phone: (843) 953-6969, E-mail: registrar@citadel.edu

Regardless of whether a victim has opted-out of allowing the College to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures.

Personally identifiable information about the victim and other necessary parties will be treated as confidential and shared only with individuals who have a legitimate need to know in order to investigate, adjudicate, resolve the report, or implement supportive measures, protective measures, accommodations, or other safety interventions. The College will maintain as confidential any accommodations or protective measures provided to a victim to the extent that maintaining such confidentiality does not impair the institution's ability to provide, implement, or enforce those measures.

Although the institution will make reasonable efforts to protect privacy, complete confidentiality cannot be guaranteed when conducting investigations, resolving complaints, implementing supportive measures, complying with legal obligations, or addressing campus safety concerns. Information will be shared only as necessary to carry out those responsibilities.

In accordance with the Clery Act and the Violence Against Women Act, the College will complete publicly available recordkeeping and disclosures, including the Daily Crime Log, Annual Security Report crime statistics, Timely Warnings, and other Clery Act reporting requirements, without the inclusion of personally identifying information about victims. Accordingly, the College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or annual crime statistics. If a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault, or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Annual Fire Safety Report:

The annual fire safety report is published annually with the Annual Security Report. This report is titled the 2026-2027 Annual Fire Safety Report.

Overview:

The Higher Education Opportunity Act of 2008 (HEOA) requires all academic institutions with on-campus student residential facilities to develop and publish an annual fire safety report. The following report includes the information required by the HEOA, as it relates to The Citadel main campus and The Citadel in D.C. Campus – unless otherwise noted.

General Statement of College Controlled Student Housing:

Student housing and dormitory space are provided in five (5) barracks buildings, one VTF Trailer, and one residential apartment (Richardson 209, known as the Mascot House) on The Citadel main campus. Residential barracks are equipped with hardwired fire alarm systems, manual pull stations, smoke detection systems, automatic sprinkler protection, standpipe systems (where applicable), portable fire extinguishers, and evacuation placards. Fire alarm systems are monitored twenty-four hours per day by The Citadel Department of Public Safety (PSAF) dispatch personnel. Upon alarm activation, PSAF personnel respond immediately to investigate the alarm and coordinate with the Charleston Fire Department as necessary.

All dormitory facilities operated by The Citadel on its main campus are provided with backup emergency electrical power that will operate various life safety system components, including alarms, sprinklers, and exit lighting, should a loss of regular power occur. If fire alarm or sprinkler system coverage is interrupted, a fire watch patrol is established until the affected system is operational.

1. Murray Barracks – 6 Jones Avenue – built in 1999 and houses 448 Cadets.
2. Padgett-Thomas Barracks – 5 Jones Avenue – built in 2004 and houses 543 Cadets.
3. Law Barracks – 4 Jones Avenue – built in 2007 and houses 446 Cadets.
4. Stevens Barracks – 3 Jones Avenue – built in 1942 and houses 441 Cadets.
5. Watts Barracks – 4 Lee Avenue – built in 1996 and houses 448 Cadets.
6. VTF Trailer – 10 Jones Avenue – built in 2021 and houses 52 Cadets and is not utilized as permanent Cadet housing. This building is used for overflow during the beginning of the year and sporadically during the academic year.
7. Citadel Mascot House – Richardson 209 – built in 1936 and houses 6 Cadets.

There is no campus-owned off-site housing for Cadets. The Citadel does not house veteran or Master's students on campus.

The Citadel On-Campus Housing Facilities – Fire Safety Systems

Facility	Address	Fire Alarm*	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills Each Calendar Year (2025)
Murray Barracks	6 Jones Avenue Charleston, SC 29409	x	x	x	x	x	4
Padgett-Thomas Barracks	5 Jones Avenue Charleston, SC 29409	x	x	x	x	x	4
Law Barracks	4 Jones Avenue Charleston, SC 29409	x	x	x	x	x	4
Stevens Barracks	3 Jones Avenue Charleston, SC 29409	x	x	x	x	x	4
Watts Barracks	4 Lee Avenue Charleston, SC 29409	x	x	x	x	x	4
VTF Trailer	10 Jones Avenue Charleston, SC 29409	x	x	x	x	x	4
Mascot House**	209 Richardson Avenue Charleston, SC 29409	N/A	N/A	X	X	X	4

*All Barracks Fire Alarm Systems are monitored 24/7 by The Citadel Public Safety Department.

**The Mascot House was added to statistics and related information regarding fires in residential facilities in 2025.

The Citadel in D.C. Campus:

Students participating in The Citadel in DC program reside at International House Washington, D.C. (I-House), a multi-use residential facility located at **1825 R Street NW, Washington, DC 20009**. The facility houses students from multiple colleges and universities and operates residential support services, including Resident Advisors (RAs) and live-in staff.

I-House has manual fire alarm pull stations, hard-wired smoke detectors in resident rooms, fire extinguishers, fire doors, illuminated exit signage, and designated fire escape routes. Facility personnel routinely inspect and test fire safety systems. One (1) fire drill was conducted at I-House in calendar year 2025 (within 10 days of being occupied by Cadets).

Academic and Campus Facility Fire Drills:

All academic and campus facilities meet the International Fire Code (2021) requirement regarding the code-required number of fire drills. All fire drills are conducted by the campus Environmental Health & Safety Department's Fire Marshal's Office or an approved coordinator.

Summer School and Camps Housed within Barracks:

Fire drills are conducted within 2 days of summer students/camp attendees moving into the barracks. Drills are conducted by the campus Environmental Health & Safety Department's Fire Marshal's Office or an approved coordinator.

Procedures for Cadet Evacuations from Barracks in Case of Fire

Procedure for evacuation from Barracks for Cadets:

- Each Cadet shall be familiar with their designated evacuation assembly area used for evacuation accountability.

- Each Cadet shall be familiar with a minimum of 2 ways off/out of their floor and barracks.
- Each Cadet shall be familiar with the location of manual fire alarm pull stations on their floor and the 1st floor.
- Each Cadet shall be familiar with the location of the closest fire extinguisher to their room.
- Each Cadet room shall evacuate without hesitation during the activation of the fire alarm system.
 - Each Cadet shall evacuate, leaving all personal belongings.
 - All freshman Cadet restrictions within the barracks shall be suspended for the evacuation duration.
- Each Cadet room occupant shall proceed to the nearest stairway and/or sally port.
- Each Cadet room occupant shall listen to the P.A. and barracks leadership for any additional information provided by barracks leadership during the evacuation drill.

The procedure for reporting a fire or other emergency is to contact The Citadel Department of Public Safety Office at 8-1-1 (campus phones only) or (843) 953-5114, 9-1-1, and to activate the nearest fire alarm pull station.

The Citadel in D.C. Campus:

In the event of a fire, residents should immediately evacuate the building using the nearest available exit and activate a fire alarm pull station if doing so can be accomplished safely. Residents should call 911 and then notify I-House staff, the Resident Experience Manager, Resident Advisor, or other appropriate facility representative. Residents should follow all instructions provided by emergency personnel and facility staff and should not re-enter the building until authorized to do so by emergency responders.

Procedures for Employee and Cadet Evacuations from Academic Buildings in Case of Fire:

Procedures for evacuation from academic and other non-barracks buildings on campus:

- Each employee should be familiar with their designated evacuation assembly area, which has been assigned by their department supervisor and approved by the Campus Fire Marshal's Office.
- Each employee should be familiar with a minimum of 2 ways off/out of their floor and building.
- Each employee should be familiar with the location of manual fire alarm pull stations on their floor and the first floor of their building.
- Each employee should be familiar with the location of the closest fire extinguisher to their work area and should be informed by their supervisor if an alternative extinguisher type is required and where they are located.
- During a fire alarm activation, all employees shall evacuate without hesitation, safely leading any students, visitors, or other building occupants out of the building and meeting in their approved assembly area outside the building.
 - Each employee shall evacuate, leaving all personal belongings.

- During a fire alarm activation, every employee shall proceed to the nearest exit to exit the building and meet within their approved assembly area.
- Some academic buildings on campus are equipped with a voice-directing fire alarm system; each employee shall listen to and follow the directions of the automated system.
- Each employee is responsible for the safe evacuation of all Cadets and visitors they are responsible for.

The procedure for reporting a fire or other emergency is to contact The Citadel Department of Public Safety Office at 8-1-1 (campus phones only) or (843) 953-5114, 9-1-1 and to activate the nearest fire alarm pull station.

The Citadel in D.C. Campus:

All active fires should be reported by calling 9-1-1. The fire department will be notified, and an emergency response will be started. If time and personal safety permit, the Citadel Department of Public Safety should be notified of any fire event, and they can be reached at 8-1-1 (campus phones only) or (843) 953-5114.

If an extinguished fire is discovered, The Citadel Department of Public Safety should be notified, and they can be reached at 8-1-1 (campus phones only) or (843) 953-5114.

Reporting Fires at the Citadel in D.C.

Any active fire should be reported immediately by calling 9-1-1. Students should also report the incident to I-House staff and to the Citadel DC Program Director or on-site faculty representative as soon as practicable. For Clery Act statistical reporting purposes, students should also notify The Citadel of any fire occurring within I-House student housing.

The Citadel's Policies on Portable Electrical Appliances, Smoking, and Open Flames:

- No Cadet may import or maintain within the Barracks or VTF Trailer electronic cooking devices or electric oil diffusers. Any items requiring a plug shall be plugged directly into a surge protector that plugs directly into a wall outlet, or the appliance plugs directly into a wall outlet. The use of extension cords that are not fuse-protected is prohibited.
- No smoking is permitted on campus, including within the Barracks or VTF Trailer.
- No devices that produce an open flame are permitted within the Barracks or VTF Trailer.

It is the policy of The Citadel that all campus buildings and areas shall be in compliance with applicable fire and life safety standards, codes, and approved standards at all times. Fire prevention inspections are conducted by the Department of Environmental Health & Safety, with the Campus Fire Marshal.

All activities and departments coordinate with the college's Public Safety department, the Campus Fire Marshal's Office, the State Fire Marshal's Office, and the City of Charleston Fire Department in the investigation of any fire incident.

The Environmental Health & Safety Department and/or Fire Marshal schedules and coordinates the inspection, maintenance, and repair of campus emergency notification and life safety systems, assisted by the Facilities and Engineering Department.

To minimize the potential for fire, it is the policy of the College to prohibit open burning throughout the campus (including student housing facilities) (unless specifically authorized by the Director of Environmental Health and Safety and/or the Campus Fire Marshal). Open burning, as defined by the College, is any open/exposed flame or combustion that produces heat, light, or smoke and has the potential to cause a fire. Examples of open burning include, but are not limited to: candles, incense, bonfires, campfires, barbecue grills, and their related accessories such as: gasoline, propane, lighter fluid, charcoal, and pyrotechnics.

Smoking., vaping, candles, burning incense, personal heating devices or cooking devices, open flame, or operation of any other flame-producing devices are prohibited in any college dormitory room.

All campus event decorations must be made of fire-resistant or non-combustible material, U.L. rated and approved for use. Tampering with or hanging items from fire equipment (fire hose cabinets, fire extinguishers, sprinkler heads and piping, smoke detectors, fire alarm pull boxes etc.), or hanging items near exits, emergency lights, or in a manner that may impede egress, is also strictly prohibited.

Tampering with fire or emergency equipment, or intentionally causing a false fire alarm, is strictly prohibited. The Citadel's Fire and Life-Safety Equipment Tampering policy is the official college policy that specifically addresses this issue.

The Citadel in D.C. Campus:

I-House prohibits open flames, including candles, incense, and other flame-emitting devices. Halogen lamps are prohibited. Refrigerators, hot plates, toaster ovens, rice cookers, and other cooking or heating appliances are prohibited within resident rooms. Smoking and vaping are prohibited within or on I-House property and within twenty feet of building entrances.

Procedures Students and Employees Should Follow in Case of a Fire

In the event of a fire, the College expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 9-1-1 and the Public Safety Department. Students and/or staff are informed where to relocate to by staff if circumstances warrant at the time of the alarm. In the event fire alarms sound, College policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity, as this is inherently dangerous, and each community member's only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

Cadets

Cadets are provided a barracks-specific emergency preparedness guide that specifies the fire safety and barracks-specific evacuation plan. The barracks-specific emergency guide also provides the steps for reporting a fire or emergency, the location and operation of fire protection systems within the barracks, and the location and instructions on using fire extinguishers.

The emergency guide also includes a copy of the evacuation plan for the specific barracks, which shows the locations of fire alarm pull stations and fire extinguishers and the steps to take during an evacuation.

The emergency guide also provides a copy of the evacuation muster areas and the designated locations for occupants during a building evacuation for each barracks.

The Campus Fire Marshal's Office provides the Barracks Emergency Preparedness Guide to the Commandant's Office. It is emailed and distributed to the Cadets within the first week of barracks occupancy.

Employees

The Citadel provides employees with a class during new-hire orientation, offered by the Department of Environmental Health & Safety and the Campus Fire Marshal's Office. The orientation class offers an overview of safety topics, including OSHA, Fire, and Life Safety.

Employees are provided bi-annual safety classes from the Department of Environmental Health and Safety and the Campus Fire Marshal's Office on OSHA and Fire and Life Safety topics.

The Campus Fire Marshal's Office allows students and employees to sign up for fire extinguisher training, which includes a class and hands-on training.

The Department of Environmental Health & Safety and the Campus Fire Marshal's Office distribute a monthly safety newsletter to employees.

On-Campus Residents

Employees who live on campus receive safety reminders, home inspection checklists, and fire and life safety training.

In collaboration with the Facilities Housing Coordinator, the Campus Fire Marshal's Office provides residents with periodic newsletters with safety reminders and messages.

The Citadel in D.C. Campus:

In the event of a fire, all students, residents, and employees should remain calm and evacuate the building immediately when a fire is discovered or when the fire alarm sounds. The nearest safe exit should be used, and elevators should not be used during a fire emergency.

Anyone who discovers a fire should activate the nearest fire alarm, alert others in the immediate area, and call 911 from a safe location. If it is safe to do so, doors should be closed behind them to help contain the spread of smoke and fire.

Once outside, everyone should proceed directly to the designated assembly area and remain there until further instructions are provided by emergency responders or authorized I-House staff. Employees and supervisors should assist with accountability procedures and report any missing persons to emergency personnel.

No one may re-enter the building until emergency responders or authorized I-House management have declared the area safe and given permission to return.

All members of the I-House community are expected to follow House policies and staff instructions during an emergency. Exits, hallways, stairwells, and fire safety equipment must remain unobstructed at all times, and any fire hazards or unsafe conditions should be reported immediately to House staff.

Reporting a Fire for Inclusion in the Annual Fire Statistics

Per federal law, The Citadel is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of these facilities, you should immediately get to a safe place, then notify PSAF by dialing (843)-953-5114 or on-campus extension 8-1-1 or 9-1-1 for outside emergency responders.

If a member of The Citadel community finds evidence of a fire that has been extinguished, and is not sure whether PSAF has already responded, the community member should immediately notify PSAF to investigate and document the incident for disclosure in the college's annual fire statistics.

The college has implemented the [Bulldog Alert](#) emergency notification system, an app alert and text mass notification system that is activated in accordance with the college's Crisis Management Plan to communicate critical emergency information and instructions in the event of a serious campus incident.

The Citadel in D.C. Campus:

For purposes of the Annual Fire Safety Report, any fire occurring within student housing associated with The Citadel's Washington, D.C. Campus should be reported immediately. In the event of an active fire or other emergency, occupants should call 911 and follow all applicable evacuation procedures. Non-emergency assistance may be obtained by calling 311. Students should also notify I-House staff, including the Front Desk at (202) 232-4007, a Resident Advisor or Resident Experience staff member, and the Citadel DC Program Director/Resident Professor as soon as practicable. The Citadel encourages students to report any fire, including fires that have been extinguished, so that the incident may be documented, investigated as appropriate, and included in the institution's annual fire statistics disclosure

Fire Statistics – The Citadel

Statistics and Related Information Regarding Fires in Residential Facilities for 2023

Facility	Address	Total Fires in Each Building	Fire Number	Cause & Category of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damaged Caused by Fire
Murray Barracks	6 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Padgett-Thomas Barracks	5 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Law Barracks	4 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Stevens Barracks	3 Jones Avenue Charleston, SC 29409	1	1	Flammable liquid used for shining brass ignited - Unintentional	0	0	\$0.00
Watts Barracks	4 Lee Avenue Charleston, SC 29409	1	1	Flammable liquid used for shining brass ignited - Unintentional	0	0	\$0.00
VTF Trailer	10 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A

Statistics and Related Information Regarding Fires in Residential Facilities for 2024							
Facility	Address	Total Fires in Each Building	Fire Number	Cause & Category of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damaged Caused by Fire
Murray Barracks	6 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Padgett-Thomas Barracks	5 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Law Barracks	4 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Stevens Barracks	3 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Watts Barracks	4 Lee Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
VTF Trailer	10 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A

Statistics and Related Information Regarding Fires in Residential Facilities for 2025							
Facility	Address	Total Fires in Each Building	Fire Number	Cause & Category of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damaged Caused by Fire
Murray Barracks	6 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Padgett-Thomas Barracks	5 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Law Barracks	4 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Stevens Barracks	3 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Watts Barracks	4 Lee Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
VTF Trailer	10 Jones Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A
Mascot Housing	209 Richardson Avenue Charleston, SC 29409	0	0	N/A	N/A	N/A	N/A

*Mascot Housing added to statistics and related information regarding fires in residential facilities in 2025

The Citadel in D.C. – Fire statistics

Statistics and Related Information Regarding Fires in Residential Facilities for 2023							
Facility	Address	Total Fires in Each Building	Fire Number	Cause & Category of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damaged Caused by Fire
I-House	1825 R Street NW Washington DC	0	0	N/A	N/A	N/A	N/A

Statistics and Related Information Regarding Fires in Residential Facilities for 2024							
Facility	Address	Total Fires in Each Building	Fire Number	Cause & Category of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damaged Caused by Fire
I-House	1825 R Street NW Washington DC	0	0	N/A	N/A	N/A	N/A

Statistics and Related Information Regarding Fires in Residential Facilities for 2025							
Facility	Address	Total Fires in Each Building	Fire Number	Cause & Category of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damaged Caused by Fire
I-House	1825 R Street NW Washington DC	0	0	N/A	N/A	N/A	N/A

Fire Safety Education and Training Programs Provided to Cadets and Employees and On-Campus Residents:

Cadets: Cadets are provided with a barracks-specific emergency preparedness guide that specifies the fire safety and barracks-specific evacuation plan. The barracks-specific emergency guide also provides the steps for reporting a fire or emergency, the location and operation of fire protection systems within the barracks, and the location and instructions on using fire extinguishers.

The emergency guide also includes a copy of the evacuation plan for the specific barracks, which lists the locations of fire alarm pull stations and fire extinguishers and the steps to take during an evacuation.

The emergency guide also provides a copy of the evacuation muster areas and the designated locations for occupants during a building evacuation for each barracks.

The Campus Fire Marshal's Office provides the Barracks Emergency Preparedness Guide to the Commandant's Office. It is emailed and distributed to the Cadets within the first week of barracks occupancy.

Employees: Citadel employees receive training during new-hire orientation, provided by the Department of Environmental Health & Safety and the Campus Fire Marshal's Office. The orientation class offers an overview of safety topics, including OSHA, Fire, and Life Safety.

Employees are provided with bi-annual safety modules from the Department of Environmental Health and Safety and the Campus Fire Marshal's Office on OSHA and Fire and Life Safety topics.

The Campus Fire Marshal's Office allows students and employees to sign up for fire extinguisher training, which includes a class and hands-on training.

The Department of Environmental Health & Safety and the Campus Fire Marshal's Office distribute a monthly safety newsletter to employees.

On-Campus Residents: Employees who live on campus receive safety reminders, home inspection checklists, and fire and life safety training.

In collaboration with the Facilities Housing Coordinator, the Campus Fire Marshal's Office provides residents with periodic newsletters with safety reminders and messages.

The Citadel in D.C. Campus:

Students participating in The Citadel in DC program receive fire safety and emergency preparedness information through the institution's normal orientation and onboarding processes prior to traveling to Washington, D.C. In addition, students receive an on-site orientation upon arrival that includes emergency procedures, emergency contact information, reporting expectations, local safety information, and building-specific information provided through I-House and program personnel. Resident Advisors and facility staff are available to assist students with emergency procedures and evacuation guidance.

Plans for Future Improvements in Fire Safety:

- Continue to develop a Community Risk Reduction program, in accordance with NFPA 1730, for all students, faculty, employees, and on-campus residents.

- Work with the South Carolina Fire Marshal's Office to become a designated Fire Safe South Carolina population.
- Continue to update older fire protection systems within campus barracks, academic and administrative buildings, and facilities.
- Upgrade all Campus copper emergency communication lines with fiber to facilitate fire alarm enhancement and monitoring.
- Add additional fire hydrants to areas on campus that lack adequate water supplies and replace old fire hydrants to meet the needs of the Charleston Fire Department.
- Work with the Commandant's Office for the Campus Fire Marshal's Office to provide fire and life safety training to Barracks TAC Officers, Cadet Leadership, and Cadets, and send safety messages to Cadets through their school email.

The Citadel in D.C. Campus:

The Citadel will continue working with International House Washington, D.C. (I-House) to enhance the documentation and communication of fire and life safety information applicable to students participating in the Citadel in DC program. Planned efforts include obtaining and maintaining current information regarding building fire safety systems, evacuation procedures, emergency contacts, fire drill practices, and other life safety measures associated with student housing facilities used by the program.

The Citadel will also continue to coordinate with I-House personnel, local emergency responders, and program administrators to ensure accurate fire safety information is provided to students and incorporated into future Annual Fire Safety Reports.

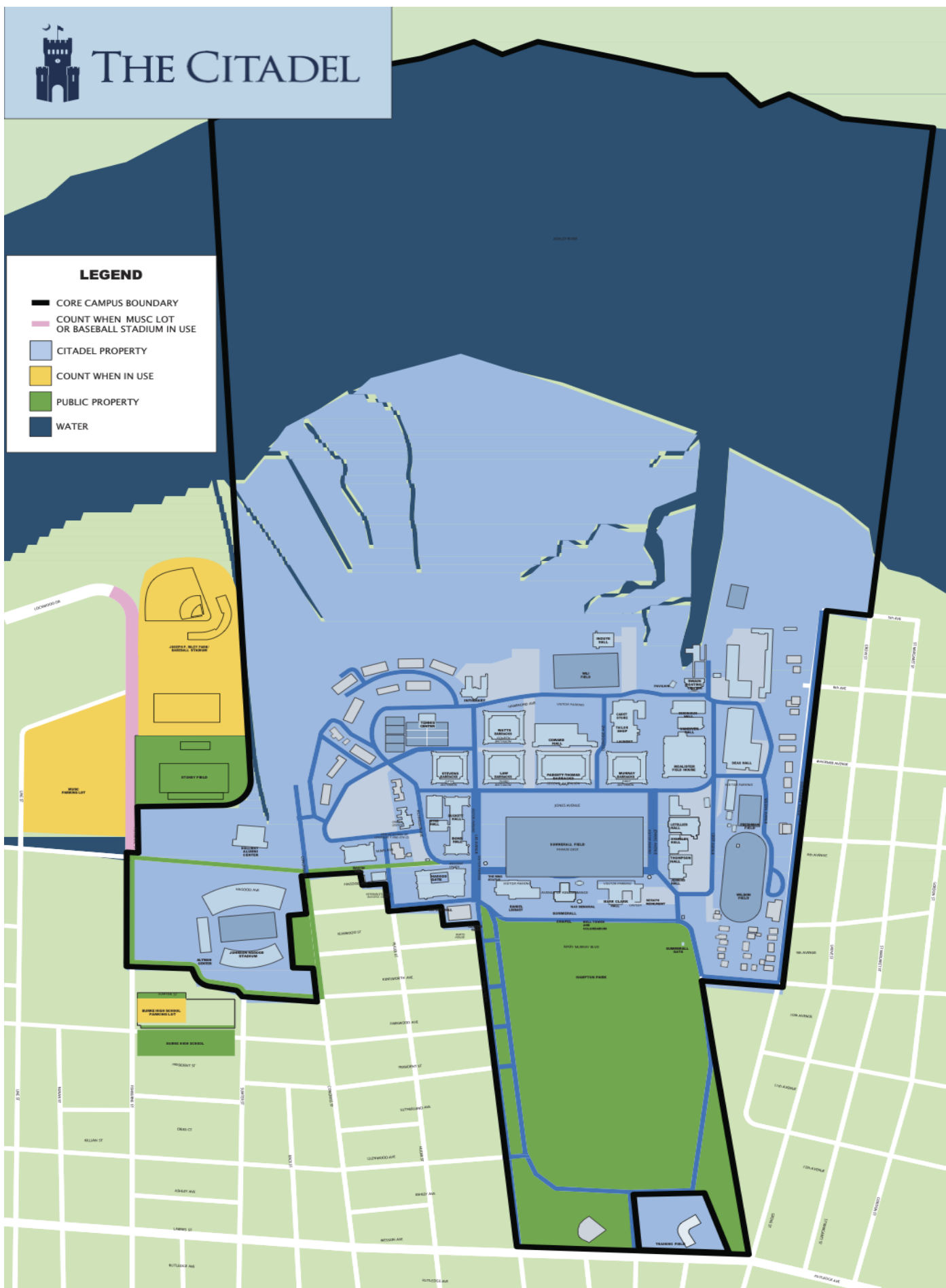
Additional efforts may include the development of location-specific emergency preparedness materials, periodic review of housing fire safety features and evacuation procedures, and continued integration of Washington, D.C. Campus fire safety information into student orientation and emergency preparedness programming.

As part of its ongoing compliance and risk reduction efforts, The Citadel will continue to evaluate fire safety practices, reporting procedures, and emergency preparedness measures associated with student housing used by the Washington, D.C. Campus to promote the safety and well-being of program participants.

Appendix A – Main Campus Map



 CORE CAMPUS BOUNDARY
 COUNT WHEN MUSC LOT OR BASEBALL STADIUM IN USE
 CITADEL PROPERTY
 COUNT WHEN IN USE
 PUBLIC PROPERTY
 WATER



For Clery Act purposes, The Citadel's Robert R. McCormick Beach Club is located at The Isle of Palms and is bordered on the front by Palm Boulevard on the left by 48th Avenue and on the right by 47th Avenue. The rear of the property is bordered by the Atlantic Ocean. The address is 4700 Palm Boulevard Isle of Palms, S.C. 29451.

