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THE UNIVERSITY OF MAINE 2018 ANNUAL SECURITY & FIRE SAFETY REPORT

This information is provided by the University of Maine Police Department in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistic Act, 1998 (as amended).

UNIVERSITY OF MAINE

ORONO, ME



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Questions concerning this document can be referred to Chief of Police Roland J. LaCroix, (207) 581-4053. To obtain a paper copy of this report, contact the UMaine Police Department, 81 Rangeley Road, University of Maine, Orono, ME 04469, or call (207) 581-4053. You can download a printable copy of the report here: (<https://umaine.edu/clery>) in PDF format.



SECTION 1: INTRODUCTION

ANNUAL SECURITY AND FIRE SAFETY REPORT THE UNIVERSITY OF MAINE

INTRODUCTION

The University of Maine would like to welcome you to campus. The Clery Annual Security and Fire Safety Report (ASR) is intended to provide you with essential information regarding the University's security-related programs, services, policies and statistics about the occurrence of crime and fires on campus. Our mission is to provide the highest quality services while maintaining a safe environment in which to learn, live and grow. We see ourselves as educators who provide security in support of the mission of the University of Maine. Every contact that is made is an opportunity to educate on the responsibilities of being a productive member of the educational community.

The University is committed in its efforts to ensure that the campus remains safe and secure. To do so requires not just the efforts of the University of Maine Police Department, but the cooperation and understanding of everyone at the University. We ask that everybody do their part to help protect themselves and others. Please carefully review this report and take notice of all the services available to you, then make informed decisions regarding your personal safety while here at the University of Maine.

By October 1 of each year, The University of Maine publishes the Annual Security Report for each of its campuses, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act.

The Clery Act requires institutions to publish an annual report which includes crime statistics for the prior three years, policy statements regarding safety and security measures, including fire safety, a description of campus crime prevention programs, and procedures to be followed in the investigation of allegations of sexual misconduct.

NOTE: STATISTICS ARE COUNTED IN THE YEAR REPORTED. INCIDENTS MAY HAVE OCCURRED IN PRIOR YEARS.



MESSAGE FROM VICE PRESIDENT FOR STUDENT LIFE AND DEAN OF STUDENTS

WELCOME TO THE UNIVERSITY OF MAINE

Our staff is dedicated to helping students adjust to college life, get the most out of their college experience, and partner to make our university community a better place for all its members to live, study and work.

We all have a part in determining whether each of us can achieve personal and academic success. Your participation in the remarkably broad range of programs and activities Student Life offers can make a huge difference in the lives of the general student community. UMaine is justifiably proud of the role students play in the life of the institution, and I hope you will become an active part of this Black Bear tradition.



Let me conclude by offering a special welcome to our newest students. All of us in Student Life hope your time at UMaine is filled with challenge, satisfaction, and SUCCESS. We all look forward, as well, to new partnerships with you!

Robert Q. Dana

Vice President for Student Life and Dean of Students

ABOUT THIS REPORT

THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CRIME STATISTICS ACT

This report provides information regarding our compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The "Clery Bill" (H.R.3344, S.1925, and S.1930) was introduced in Congress on September 6, 1989, and was signed into law on November 8, 1990 by President George Bush as Title 2 of the "Student Right-To-Know and Campus Security Act." The bill was named for Jeanne Clery who was raped and murdered in her dorm room at Lehigh University in 1986. It took effect September 1, 1991 and the U.S. Department of Education (DOE) was charged with enforcing the law. The law requires all institutions of higher education to release campus crime statistics and security policies to their current and prospective students and employees.

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights. Amendments in 1998 added new categories to the crime statistics, an obligation to report statistics for public property in and immediately adjacent to the campus, a geographic breakdown of statistics, and a daily public crime log for schools with a police or security department. The law was also amended to require the DOE to centrally collect the crime statistics and make them publicly available. The 1998 amendments also formally named the law in memory of Jeanne Clery.



On March 7, 2014, President Obama signed a bill that reauthorized the Violence Against Women Act (VAWA). Included in the bill was the Campus Sexual Violence Elimination Act (Campus SaVE) which amends the Clery Act and affords additional rights to campus victims of sexual violence, dating and domestic violence, and stalking.

Statistics must be compiled by the University on certain crimes when reported by a person to the UMaine Police Department or a campus official with significant responsibility for student and campus activities (Campus Security Authority or CSA). This report may also include certain crimes reported to the UMaine Police Department as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (as amended).

Notice of availability of this Annual Security and Fire Safety Report (ASR) is made by October 1 of each year to enrolled students and current employees by electronic mail. Notice is given to prospective students, with the information included with application materials by the Admissions Office. Notice is given to prospective employees, with information included with the application material by the Office of Human Resources.

The annual report is compiled and published electronically by October 1 of each year. This report

is compiled by the UMaine Police Department, Division of Student Life, Orono Fire Department, Old Town Fire Department and Safety and

Environmental Management. The report is available electronically at <http://umaine.edu/clery>.

AUTHORITY AND JURISDICTION

The University of Maine Police Department (UMPD) provides effective law enforcement, communications and security services for an increasingly diverse University community. To achieve excellence in service, UMPD strives to maintain the confidence and respect of the community it serves by requiring that its employees perform duties in an efficient, honest and professional manner, issuing exemplary conduct at all times. All UMPD employees are well versed in the Mission Statement, Philosophy and Core Values of this Department. The current Mission Statement, Philosophy and Core Values can be found on the UMPD website at <https://umaine.edu/police>

Within the limits established by the Constitutions of the United States and the State of Maine, sworn officers of UMPD are empowered to enforce all applicable laws of the State of Maine and those of the United States as defined and within the jurisdiction of the University of Maine System by the State of Maine, and as commanded by judicial authority. Legal authority is pursuant to Chapter 544, section 142 of PL 1971, as amended by Chapter 541, Part B, section 72 of PL 1979 and the resolution adopted September 25, 1979 by the Board of Trustees, section 102 paragraph 8-A of the Policy Manual – Charter of the University of Maine System. Employees appointed to act as Police Officers possess all of the powers of a Police Officer in criminal cases and civil violations within the limits of the property owned by or under the control of the University of Maine System.



REPORTING OF CRIMINAL ACTIONS OR EMERGENCIES

The University of Maine Police Department is responsible for security, and emergency response at the University. The University of Maine Police Department is located at 81 Rangeley Rd on The University of Maine (Orono) campus.

To report a crime or emergency on the University of Maine campus, call the UMaine Police Department by dialing 9-1-1 from campus telephones, or dial (207) 581-4040 from a cell phone. The UMaine Police non-emergency business line is (207) 581-4040.

If you wish to have a crime included in the annual disclosure of crime statistics and want to remain confidential, you may report anonymously via Campus Eyes at <http://umaine.edu/police/campus-eyes> or by asking to remain anonymous when calling UMaine Police.



A number of well-marked and conveniently located emergency telephones (blue-light phones) are installed throughout the campus. These telephones ring directly into the University of Maine Police Department when the red button is pushed. You may use the telephones to report a criminal incident, fire, or another type of emergency, or to request assistance of any kind from the University of Maine Police Department.

Emergency phones are available in many buildings throughout the campus.

The University of Maine Police Department maintains telephone, radio and computerized data links with the surrounding police agencies. The local area agencies are the Orono and Old Town Police Departments, Penobscot Nation Police, Maine State Police and Penobscot County

Sheriff's Department. Contact by both phone and radio is maintained with the Orono Fire Department. The town of Orono and City of Old Town provide fire department response to campus. The University Volunteer Ambulance Corp (UVAC) provides primary ambulance service to the campus during the academic year, with backup provided by the Orono Fire-Rescue Department and the Old Town Fire-Rescue Department.

The University of Maine Police Department emergency and business telephone numbers (9-1-1 and 207-581-4040) are prominently featured in Student Life, UMaine and other printed publications and on web sites, including the landing page for the University of Maine. The University of Maine Police Department contact information, including emergency and non-emergency phone numbers is also broadly shared in student and employee recruitment materials; new student and new employee training/orientations materials; during student Summer Orientation to students, parents and families; and throughout the year in safety presentations and talks to both students and employees.

CRIME AND EMERGENCY CONTACT INFORMATION

CRIMES AND EMERGENCIES CAN BE REPORTED BY CONTACTING ANY OF THE FOLLOWING AUTHORITIES 24-HOURS A DAY:	
Dial 9-1-1	Report emergencies or non-emergency criminal violations from a public, university building, or cell phone.
Dial 207-581-4040	Report non-emergency requests for UMaine Police Department or information.
Emergency Assistance Call Boxes	Immediate connection to the UMaine Police Dispatchers
In Person	Visit the UMaine Police Department at: 81 Rangeley Road Orono, ME 04469
Anonymous Tip Lines	Report information about a crime, illegal activities and / or violations of the Student Code of Conduct anonymously: Phone: 207-581-9255 Website: umaine.edu/police/campus-eyes
Online	Email: um.policedepartment@maine.edu

RESPONSE TO A REPORTED CRIME

The UMaine Police Department personnel are trained to receive, document and investigate all crimes reported. An officer will work with individuals reporting a crime to obtain information and evidence, identify any witnesses and conduct thorough investigations in an effort to identify the responsible party. Crime suspects are subject to adjudication through the criminal justice system, Student conduct system or both.

DAILY CRIME LOG

The daily crime log is available for inspection at the University of Maine Police Dept. 81 Rangeley Rd. Orono, ME 04469. The crime log contains information about reported crimes, case numbers, Classification of crimes, dates reported, date and time occurred, general location and disposition of the crime.



CAMPUS ADVISORIES

CONSIDERABLE EFFORT IS MADE TO ADVISE MEMBERS OF THE UNIVERSITY COMMUNITY OF CAMPUS CRIME AND CRIME-RELATED PROBLEMS. THESE EFFORTS INCLUDE THE FOLLOWING:

- 1. Campus Eyes:** The University of Maine Police needs YOUR help in stopping crime and reporting suspicious activity on campus. If you have information about a crime or other improper activity and would like to report it anonymously, please use the Web-based form (<http://umaine.edu/police/campus-eyes>). However, if this activity is happening now, please call 207.581.9255 to report it anonymously. Tell the dispatcher you are making a Campus Eyes anonymous report. When this service is used, you will not be identified by the recipient, a UMaine Police Department employee.
- 2. Daily Crime Log:** The UMaine Police Department maintains a Daily Crime Log of reported crimes and fires. This report includes the nature of the crime, date and time, and general location, along with the status of the complaint. Entries or updates are made within two business days. This log is available at the UMaine Police Department upon request.
- 3. Student Newspaper:** The weekly student newspaper, the Maine Campus, typically publishes a summary of criminal incidents that occurred during the preceding week. The summary is prepared by the student reporter assigned by the newspaper editor. The department investigator assists this reporter with information gathering. Throughout the year, the investigator is routinely interviewed on problems and crimes. Arrangements have been made with the paper's editor to print UMaine Police Department alert information that requires immediate notice to our community. Crime statistics are frequently published by Maine Campus.
- 4. Crime Alerts and Emergency Notifications:** If there is criminal or hazardous activity that requires timely notice in order for our community to be well informed of dangerous or potentially dangerous situations, University of Maine officials have developed a comprehensive, multilayered communication system for use in the event of a campus emergency. A web-based service, called UMaine.txt will deliver text messages to subscriber cell phones and email addresses, is the centerpiece of this system. This system will ensure the timely delivery of accurate information during an emergency. This does not include Crime Alerts.

The messaging system is hosted by Omnilert, LLC a national company with higher education clients throughout the U.S. Once students, faculty and staff members register online, they will receive emergency notifications in the form of text and/or email messages. The system allows for delivery to RSS readers, smartphone, SMS devices, text pagers and home pages on the World Wide Web, Twitter or Facebook. Free registration (opt-in) is available online at umaine.edu/emergency. People can register to receive information about emergencies, about class cancellations in the case of inclement weather, or both. In addition, procedures are in place to allow for quick updating of UMaine's home page (umaine.edu) in the case of an emergency situation. A recorded message at 207.581.INFO (4636) will also provide up-to-date information.

Another part of the comprehensive communication system is three on-campus sirens: one on the north end (Androscoggin Hall), one in the center (Class of 1944 Hall) and one on the south end (York Hall) of campus. If an emergency event occurs, UMaine police officials will sound that alarm, which will serve as a signal to members of the UMaine community to seek further information, which may include advice about what people should do to



ensure their safety and well-being. These procedures are outlined on a sticker placed on the inside door of every residence hall room and many other outside doors around the UMaine campus. In addition, the Dean of Students annually sends a message to all students about this program. Each faculty and staff member has received information about the program in the campus mail.

5. Uniform Crime Report: For more than three decades, the UMaine Police Department has been firmly committed to honest and timely reporting of all crime statistics through the FBI's Summary Reporting System. We will continue with that commitment under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (as amended).

6. World Wide Web page: The UMaine Police Department maintains a homepage (umaine.edu/police). The material on this page includes a direct link to the Clery Fire Safety and Security Report (ASR) for that reporting year. Every student and employee at the University of Maine are given free access to the computer system. Through the World Wide Web, the department is able to quickly post important messages to the community when required. Using the World Wide Web, a copy of any notification can be delivered to any person who has access to the Internet.

7. Social Media: The UMaine Police Department and the University of Maine maintain an active presence on Facebook and Twitter, where instant updates about situations can be disseminated.



CONFIDENTIAL AND ANONYMOUS REPORTING

Employees who engage in communications that are expressly designated as confidential are not required to disclose the content of those communications under policy. This includes counselors who learn of possible policy violations in the context of a counseling session and researchers to whom disclosures are made by research subjects in the course of IRB-approved research projects.

If a complainant discloses an incident but wishes to maintain confidentiality or requests that no investigation into an incident be conducted or disciplinary action taken, the incident must still be reported to the Title IX Coordinator. The university will weigh the complainant's request for confidentiality against its obligation to provide a safe, nondiscriminatory environment for all students and employees, including the complainant.

If the university honors the request for confidentiality, it is explained to the complainant that the university's ability to meaningfully investigate the incident and pursue disciplinary action, if warranted, against the respondent(s) may be limited. There are times when the university may not be able to honor a complainant's request for confidentiality or to refrain from investigation because to do so would pose a risk to providing a safe, nondiscriminatory environment for the campus community including students, guests/visitors and employees. If the university determines that it cannot maintain a complainant's confidentiality, the university will inform the complainant prior to starting an investigation and, to the extent possible, will share information only with people responsible for handling the university's response.

The University encourages accurate and prompt reporting of all crimes to the University Police and appropriate law enforcement agencies when the victim of a crime elects to do so. The University has designated certain members of the campus community as Campus Security Authorities (CSAs). These individuals are notified about and trained in this responsibility. To support the work of CSAs, online training is offered/advertised, reminders are sent to CSAs regarding the responsibility for crime reporting, and a campus-wide prevention standing committee advises the Chief of Police regarding crime reporting, crime prevention, and Clery compliance matters. Campus professional counselors are requested to provide anonymous information for inclusion in this report as well.

RESPONSIBILITIES OF THE UNIVERSITY COMMUNITY

Safety is the responsibility of all community members. Tampering with emergency signage, phone, video surveillance, other safety devices, or the creation of unsafe condition is in violation of the student code of conduct.

The campus community is advised not to let unknown persons into non-public areas and not to allow unknown persons to follow students into buildings, especially residence halls.



SECTION 2: TIMELY WARNING, EMERGENCY RESPONSE, AND EVACUATION

CAMPUS SAFETY NOTIFICATIONS AND EMERGENCY RESPONSE PROCEDURES

In the interest of campus safety and security, The University of Maine will notify the University community of all crimes considered to pose a threat to its members that are perpetrated on the UMaine campus and reported to campus security authorities or local police agencies. As described below, warnings will be disseminated in a manner that is timely, that aids the prevention of similar occurrences, and that protects the privacy of the victims of such incidents. In addition, UMaine has adopted policies and procedures to provide immediate notification to the campus community of campus emergencies.

PROCEDURES FOR TIMELY WARNINGS OF CAMPUS CRIME

STATEMENT OF POLICY FOR ADDRESSING TIMELY WARNINGS

In compliance with the Jeanne Clery disclosure of campus security policy and campus crime statistics act (Clery act), the University of Maine Police Department will post timely warnings for the campus community to notify members of the community about serious crimes that occur on campus. Knowledge of such crimes will assist community members in making informed decisions about their personal safety and in preventing similar crimes from occurring. These warning will be posted if a serious crime on campus constitutes an ongoing or continuing threat to the community.

The decision to issue a timely warning shall be decided on a case-by-case basis in compliance with the Clery act. The decision is made by the chief of police, or designee, considering all available facts, whether the crime is considered a serious threat to students or employees and the risk of compromising law enforcement efforts.

Crime Alert posters may be posted by the University or others in campus building when necessary. When Crime Alert notices are posted in campus buildings, they are posted in the lobby / affected area(s) for seven days. Depending on the particular circumstances of the crime, the Police Chief may also use a variety of other means to communicate the timely warning, including the mass notification methods for the dissemination of Emergency Notices described herein.

UNIVERSITY OF MAINE EMERGENCY AUDIBLE SIREN: THREE ON-CAMPUS SIRENS: ONE ON THE NORTH END (ANDROSCOGGIN HALL), ONE IN THE CENTER (CLASS OF 1944 HALL) AND ONE ON THE SOUTH END (YORK HALL) OF CAMPUS. IF AN EMERGENCY EVENT OCCURS, UMAINE POLICE OFFICIALS WILL SOUND THAT ALARM, WHICH WILL SERVE AS A SIGNAL TO MEMBERS OF THE UMAINE COMMUNITY TO SEEK FURTHER INFORMATION, WHICH MAY INCLUDE ADVICE ABOUT WHAT PEOPLE SHOULD DO TO ENSURE THEIR SAFETY AND WELL-BEING. THESE PROCEDURES ARE OUTLINED ON A STICKER PLACED ON THE INSIDE DOOR OF EVERY RESIDENCE HALL ROOM AND MANY OTHER OUTSIDE DOORS AROUND THE UMAINE CAMPUS. IN ADDITION, THE DEAN OF STUDENTS HAS SENT AN EMAIL MESSAGE TO ALL STUDENTS ABOUT THIS PROGRAM. EACH FACULTY AND STAFF MEMBER HAS RECEIVED INFORMATION ABOUT THE PROGRAM IN THE CAMPUS MAIL. FINALLY, NEW STUDENTS AND PARENTS/FAMILY ARE NOTIFIED ABOUT THE PROGRAM DURING SUMMER ORIENTATION.



University of Maine Police Department issues timely warnings for the following incidents:

- Homicide
- Sex Offenses
- Aggravated assault
- Robbery
- Burglary
- Motor Vehicle Theft
- Arson
- Other crimes as determined necessary by the Chief of Police

University of Maine Police Department does NOT issue a timely warning for the above listed crimes if:

- The suspect(s) have been apprehended and the threat of imminent danger to the campus community has been mitigated by said apprehension.
- If a report was not filed with University of Maine Police Department or if UMPD was not notified by campus security authorities in a manner that would allow the department to post a "timely" warning to the community.
- Unless there are extenuating circumstances, a report that is filed more than five days after the date of the alleged incident may not allow University of Maine Police to post a "timely" warning to the community. This type of situation will be evaluated on a case-by-case basis.

A copy of the timely warning will be filed in the corresponding case file.

NOTIFICATION TO THE UNIVERSITY COMMUNITY ABOUT AN IMMEDIATE THREAT

An Emergency notification and updates may be distributed to the campus through any one of more of the following mechanisms:

- **University of Maine Portal** online directory/source of information of everything that a campus community member may need.
- **Directed Communications - TEXT / EMAIL:** UMaine.txt-University of Maine email system alerting students, faculty, and staff.
- **Flyers:** posted on bulletin boards, exterior doors in academic buildings, residence halls, outdoor boards and administrative buildings.
- **University of Maine Police website:** <https://umaine.edu/police/>
- **University of Maine Emergency AUDIBLE SIREN:** three on-campus sirens: one on the north end (Androscoggin Hall), one in the center (Class of 1944 Hall) and one on the south end (York Hall) of campus. If an emergency event occurs, UMaine police officials will sound that alarm, which will serve as a signal to members of the UMaine community to seek further information, which may include advice about what people should do to ensure their safety and well-being. These procedures are outlined on a sticker placed on the inside door of every residence hall room and many other outside doors around the UMaine



campus. In addition, the Dean of Students has sent an email message to all students about this program. Each faculty and staff member have received information about the program in the campus mail.

STATEMENT OF POLICY REGARDING IMMEDIATE EMERGENCY RESPONSE AND EVACUATION PROCEDURES

When a significant emergency or dangerous situation involving an immediate threat to the University of Maine community is confirmed, UMaine activates the appropriate elements of its emergency communications protocol. That protocol gives emergency management personnel access to several communications options:

- an emergency announcement on UMaine’s Web page (<https://umaine.edu>)
- a message that “pops up” on the screen of every person logged onto UMaine’s email system, the University’s official information source
- a recorded message at 207.581.4636.
- a message delivered through UMaine’s subscriber-based UMaine.txt system, featuring text messaging, email and social network interface capability
- a series of three outdoor sirens that signal an emergency situation and notify those on campus that they must seek information about keeping themselves safe

UMaine is committed to immediate notification of emergency situations, with decision-making rooted in the primary consideration of the community’s safety.

The University of Maine will, without delay and taking into account the safety of the community, determine the appropriate nature and content of the notification and initiate the emergency communications protocol. Exceptions may apply if, in the professional judgment of responsible authorities, notification would compromise efforts to assist victims or to contain, respond to or otherwise mitigate the emergency.

UMaine will employ established procedures to confirm emergencies and determine the details of notification.

- Using the National Incident Management System (NIMS) structure, UMaine’s Incident Commander (IC) manages the response to significant emergencies on campus. The incident commander, with assistance from other personnel, will assess possible hazards to human health and the environment, considering both the direct and indirect effects. The incident commander ensures notification of facility employees and may coordinate an internal response and/or act as a liaison to external emergency responders.
- While the incident commander handles the initial response, the University will open an Emergency Operations Center (EOC), where senior members of the management team will implement the Incident Command System (ICS) using NIMS guidelines.
- The University’s incident commander, in consultation with EOC personnel, will determine if there is a significant emergency or dangerous situation involving an immediate threat to the health and/or safety of students, employees and/or visitors.
- The incident commander will determine the appropriate elements of the University’s emergency communications protocol to employ.



- The incident commander and liaison to senior administration (usually the Vice President for Student Life or Director of the Division of Marketing and Communications) will make every effort to inform the University's president or his designee to gain approval for implementing the communications protocol. The incident commander has authority to initiate communications without that approval if he or she deems it necessary.
- The incident commander and University communications personnel will create the content of emergency messages, using templates when appropriate.
- University communications personnel, working with police communications specialists, will initiate the emergency notification system.

Several University of Maine units collaborate in the process of creating and disseminating emergency communications:

- The Division of Marketing and Communications
- The Police Department
- The Division of Student Life
- The Department of Safety and Environmental Management

While timely on-campus notifications represent the priority, the University's emergency communications system includes elements that allow information to spread beyond campus to the greater community. Those elements include:

- The UMaine.txt notification system, which allows student and employee registrants to add a second contact, most often a parent or close family member
- The siren system, which is audible on campus and also in parts of Orono and Old Town
- UMaine's web page (<https://umaine.edu>) notification, which is visible to users with Internet access
- A significant UMaine emergency would also gain local and/or regional news media attention, the management of which is part of the incident command structure

PROCEDURE FOR TESTING EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Regular testing is a critical element of UMaine's emergency response and evacuation procedures.

- The siren system is tested each Monday at noon, at low volume. This ensures that the mechanisms are in proper working order
- The entire emergency notification system is tested annually, with advance notice to the UMaine community and to those in adjacent neighborhoods
- The UMaine.txt text messaging, email and social network communication system is tested on a monthly basis
- Evacuation procedures are covered during annual employee safety training and student training. Residence halls practice evacuations (fire drills) every semester.



This emergency notification process/requirement does not replace the timely warning process/requirement of the Clery Act. They differ in that the timely warning applies only to Clery-reportable crimes, while the emergency notification requirement addresses a wider range of threats (e.g. gas leaks, weather emergencies, contagious viruses, etc.). An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances but must provide adequate follow-up information to the community as needed. The University of Maine is committed to this approach and practice.

VIOLENT ACT OR THREAT

ACTIVE SHOOTER, HOSTAGE, TERRORISM

IMMEDIATE EMERGENCY ACTIONS

If you see a person acting suspiciously, someone violently threatening/injuring someone or a person with a weapon...

- Do not physically confront the person and do not block the person's access to an exit.
- Do not let anyone into a locked building/office.
- Keep away from the area and alert others to the danger.
- Call UMaine Police at 207-581-4040 or 911. Provide as much information as possible about the person and his or her direction of travel.
- Follow instructions of emergency personnel.
- If told to seek shelter, get inside immediately and lock doors.

ACTIVE SHOOTER GUIDELINES

Profile of an Active Shooter

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms(s) and there is no pattern or method to their selection of victims.

Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims.

Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be prepared both mentally and physically to deal with an active shooter situation.

Good practices for coping with an active shooter situation include:

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you visit
- If you are in an office, stay there and secure the door
- If you are in a hallway, get into a room and secure the door



As a last resort, attempt to take the active shooter down. When the shooter is at close range and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her.

CALL 9-1-1 WHEN IT IS SAFE TO DO SO

HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY:

Quickly determine the most reasonable way to protect your own life. Remember that customers and clients are likely to follow the lead of employees and managers during an active shooter situation.

1. EVACUATE

If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- Have an escape route and plan in mind
- Evacuate regardless of whether others agree to follow
- Leave your belongings behind
- Help others escape, if possible
- Prevent individuals from entering an area where the active shooter may be
- Keep your hands visible
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Call 911 when you are safe

2. HIDE OUT

If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place should:

- Be out of the active shooter's view
- Provide protection if shots are fired in your direction (i.e., an office with a closed and locked door)
- Not trap you or restrict your options for movement

To prevent an active shooter from entering your hiding place:

- Lock the door
- Blockade the door with heavy furniture



If the active shooter is nearby:

- Lock the door
- Silence your cell phone and/or pager
- Turn off any source of noise (i.e., radios, televisions)
- Hide behind large items (i.e., cabinets, desks)
- Remain quiet

If evacuation and hiding out are not possible:

- Remain calm
- Dial 9-1-1, if possible, to alert police to the active shooter's location
- If you cannot speak, leave the line open and allow the dispatcher to listen

3. TAKE ACTION AGAINST THE ACTIVE SHOOTER

As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling
- Committing to your actions

How to Respond When Law Enforcement Arrives:

Law enforcement's purpose is to stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were heard.

- Officers usually arrive in teams of four (4)
- Officers may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets, and other tactical equipment
- Officers may be armed with rifles, shotguns, handguns
- Officers may use pepper spray or tear gas to control the situation
- Officers may shout commands, and may push individuals to the ground for their safety

How to react when law enforcement arrives:

- Remain calm, and follow officers' instructions
- Put down any items in your hands (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times



- Avoid making quick movements toward officers such as attempting to hold onto them
- Avoid pointing, screaming and/or yelling
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises

Information to provide to law enforcement or 9-1-1 operator:

- Location of the active shooter
- Number of shooters, if more than one
- Physical description of shooter(s)
- Number and type of weapons held by the shooter(s)
- Number of potential victims at the location

The first officers to arrive to the scene will not stop to help injured persons. Expect rescue teams comprised of additional officers and emergency medical personnel to follow the initial officers. These rescue teams will treat and remove any injured persons. They may also call upon able-bodied individuals to assist in removing the wounded from the premises.

Once you have reached a safe location or an assembly point, you will likely be held in that area by law enforcement until the situation is under control, and all witnesses have been identified and questioned. Do not leave the safe location or assembly point until law enforcement authorities have instructed you to do so.

SHELTER-IN-PLACE PROCEDURE

If an incident occurs and the buildings or areas around where you are located become unstable or if the air outdoors becomes dangerous due to toxic or irritating substances in the air, it is usually safer to stay indoors. Thus, "shelter in place" means to make a shelter of the building that you are in. With a few adjustments this location can be made safe and comfortable until the outside threat is resolved.

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 you are told it is safe to come out. If your building is damaged, take your personal belongings and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, use the stairs instead of the elevators). Once evacuated, seek shelter at the nearest safe university building quickly. If the police or fire department personnel are on scene, follow their directions.



HOW YOU WILL KNOW TO "SHELTER-IN-PLACE"

A shelter in place notification may come from several sources including: the University Police Department, Residence Life staff members, other university facility employees, the Orono or Old Town Fire Departments and the Orono or Old Town Police Department. Notification of a need to “shelter in place” also may come over the radio and television. In addition, the university can announce the need to shelter in place on campus through any of the communications methods previously mentioned.

HOW TO "SHELTER-IN-PLACE"

No matter where you are the basic steps to shelter in place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by emergency personnel scene:

- If you are inside, stay where you are. Gather any emergency “shelter in place” supplies, as well as a telephone. If you are outdoors, proceed to the closest building quickly or follow instructions of emergency personnel on scene.
- Locate a room for shelter.
- It should be an interior room above ground level and with few or no windows.
- Shut and lock all windows and close exterior doors.
- Turn off air conditioners, heaters, and fans.
- Close all vents to outside ventilation systems if able.
- Turn on a radio or TV listen for further instructions.
- If internet access, go to UMaine Portal Website for updates.

SECTION 3: CAMPUS FACILITIES SAFETY AND SECURITY

STATEMENT OF POLICY ADDRESSING SECURITY AND ACCESS

Security of Campus Facilities: Most campus buildings and facilities are accessible to the campus community, guests and visitors during normal business hours, Monday through Friday. The exterior doors to all student residence halls are controlled 24 hours a day and are accessible to students via an electronic card access control system. Guests and visitors to a student residence hall may gain admittance by calling a student living in the residence hall and being escorted by that individual, or by being escorted into the hall.

The exterior doors of residence halls are secured by an electronic lock system with card access. Students gain access to the residence hall by using their student identification cards. This enables entry control by validation or denial of the cardholder. Room entry is also by using student identification cards and a PIN. In addition, all residence hall exterior doors are monitored by video surveillance cameras, with all activity at these doors recorded and stored. Additional campus buildings and road entries also have video surveillance cameras.

The University has a strong commitment to maintaining a safe level of exterior lighting. Police officers and security guards routinely survey existing lights and recommend maintenance and additional illumination, as required. Members of the campus community are encouraged to report any exterior lighting deficiencies to the University of Maine Facilities Management Department at any time by calling 207.581.4400. Police officers and security guards also survey and routinely report security problems with doors. This also is given high priority. If the problem represents a security hazard, a maintenance person is immediately called to make necessary repairs or adjustments. Exterior doors on campus buildings are locked and secured each evening. Security guards check administrative and educational buildings throughout the night, and alert appropriate campus officials of any issues in a timely fashion.

MAINTENANCE OF CAMPUS FACILITIES

Security, maintenance, facilities and landscaping are maintained in a manner that minimizes hazardous conditions. UMaine PD regularly patrols campus and reports malfunctioning lights and other unsafe physical conditions to Facilities Management for repair. Other members of the university community are encouraged to promptly report equipment, lighting issues and other maintenance/building problems to UMaine PD 207.581.4040 or to Facilities Management 207.581.4400.

Emergencies on campus requiring the services of Facilities Management shops should be reported to the Work Control Center at 581.4400. The shops include:

- Electrical Plumbing Paint (for Glass)
- Locksmith Roofing Grounds Garage
- Heating, Ventilation, air conditioning



STATEMENT OF POLICY FOR ADDRESSING SAFETY AND SECURITY IN THE RESIDENCE HALLS

Most campus buildings and facilities are accessible to the campus community, guests and visitors during normal business hours, Monday through Friday. The exterior doors to all student residence halls are controlled 24 hours a day and are accessible to residential students via an electronic card access control system. Guests, including non-residential students, and visitors to a student residence hall may gain admittance by calling a student living in the residence hall and being escorted by that individual.

The exterior doors of residence halls are secured by an electronic lock system with card access. Residential students gain access to the residence hall by using their student identification cards. This enables entry control by validation or denial of the cardholder. Room entry is also by using student identification cards and a PIN.

In addition, all residence hall exterior doors are monitored by video surveillance cameras, with all activity at these doors recorded and stored. Additional campus buildings and road entries also have video surveillance cameras.

TIPS FOR YOUR SAFETY

Members of the university community must assume responsibility for their own personal safety and the security of their personal property. The following precautions provide guidance.

- Report all suspicious activity to UMaine Police immediately.
- Program the UMaine Police phone number into your cell phone: (207) 581-4040
- Limit your alcohol consumption and leave social functions that get too loud, too crowded, or that have too many people drinking excessively. Remember to call UMaine Police for help at the first sign of trouble.
- Try to avoid walking alone at night, travel with friends, or use university transportation services.
- Always lock the door to your residence hall room, whether or not you are there.
- Keep windows closed and locked when you are not at home.
- Do not hold doors open to residence halls or other protected locations.
- Be aware of your surroundings. Instead of texting or looking down at the ground, watch the cars and people around you.
- Never leave valuables unattended.
- Carry your keys and Maine Card at all times and do not lend them to anyone.
- Lock up bicycles and motorcycles. Lock car doors and close windows when leaving your car.
- Do not leave valuables in your car, especially if they can be easily noticed.
- Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value.
- Inventory your personal property and insure it appropriately with personal insurance coverage.



STATEMENT OF POLICY FOR ADDRESSING, MONITORING, AND RECORDING STUDENT CODE OF CONDUCT VIOLATIONS – ON AND OFF CAMPUS RESIDENCES

UNIVERSITY OF MAINE SYSTEM

STUDENT CONDUCT CODE

POLICY STATEMENT

The purpose of the University of Maine System Student Conduct Code (the “Code”) is to promote the pursuit of activities that contribute to the intellectual, ethical, and physical development of the individuals under the auspices of the University of Maine System (the “University”) and the individual campuses. The Code seeks to ensure the safety of persons engaging in those pursuits; to protect the free and peaceful expression of ideas; and to assure the integrity of various academic processes.

Students are expected to conduct their affairs with proper regard for the rights of others and of the University. All members of the University community share a responsibility for maintaining an environment where actions are guided by mutual respect, integrity, and reason.

All members of the University are governed by University policies, local ordinances, and state and federal laws. For specific governing documents, students and/or campus organizations may refer to University Policies and Procedures; campus student handbooks; campus residence hall agreements and manuals; and related notices and publications. Individuals in violation of state and federal law are subject to prosecution by appropriate state and federal authorities regardless of whether the activity occurs on or off University Property. In addition, students may be subject to disciplinary action by the University pursuant to the Code. The severity of the imposed sanctions will be appropriate to the violation and circumstances of the situation.

In seeking to encourage responsible attitudes, the University places much reliance upon personal example, counseling, and admonition. In certain circumstances where these preferred means fail, the University will rely upon the rules and procedures described in the Code.

The Officer may make minor modifications to procedure that do not materially jeopardize the fairness owed to any party, such as to accommodate summer schedules, etc.

Policy in effect at the time of the offense will apply even if the policy is changed subsequently but prior to resolution. Procedures in effect at the time of the resolution will apply to resolution of incidents, regardless of when the incident occurred. If government regulations change in a way that impacts this document, this document will be construed to comply with governmental regulations in their most recent form.

In the enforcement of the Code, the University functions in an administrative manner. The University’s administrative process affords fundamental fairness, but does not follow the traditional common adversarial method of a court of law.

In complying with the letter and spirit of applicable laws and in pursuing its own goals of diversity, the University of Maine System does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender expression, national origin, citizenship status, age disability, genetic information or veteran status in employment, education, and all other programs and activities. The University provides reasonable accommodations to qualified individuals with disabilities upon request.



JURISDICTION

1. The Code will apply to the following:
 - a. Any person(s) registered or enrolled in any course or program offered by the University;
 - b. Any person accepted to the University;
 - c. Any recognized student organization; or
 - d. Any group of students not currently recognized, but under probation or suspension, by the University.
2. Persons are deemed to be enrolled at the University until such time as the student has:
 - a. Officially graduated from the University;
 - b. Been officially dismissed from the University;
 - c. Not been enrolled in any course or program within the University for one calendar year.
3. Persons are also deemed to be enrolled at the University if the student:
 - a. Has been officially suspended from the University (persons are deemed to be enrolled during the period of their suspension),
 - b. Is taking distance courses provided by or presented at a University campus.
4. The Code may be applied in cases of conduct when the alleged incident:
 - a. Occurs on any campus of the University, or involving any other University Property;
 - b. At activities pursued under the auspices of the University; or
 - c. In which the University can demonstrate a substantial interest as an academic institution regardless of where the conduct occurs, including online or off-campus, and in which the conduct seriously threatens: (a) any educational process; (b) legitimate function of the University; or (c) the health or safety of any individual.
5. Jurisdiction is determined on the date of the alleged incident.

MISSING STUDENT NOTIFICATION POLICY

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she is advised to immediately notify UMaine Police, 207. 581.4040. The UMaine Police Department will generate a missing person report and initiate an investigation.

In addition to registering an emergency contact, students residing on campus have the option to identify confidentially an individual to be contacted by UMaine in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, UMaine will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so by indicating the name and contact information of that person(s) on their on-campus housing application. In addition, a residential student can complete and submit the Student Confidential Contact Form through the Office of the Vice President for Student Life. No matter how it is submitted, this information will not be disclosed to anyone except law enforcement in connection with a missing person investigation.

Local law enforcement agencies will be notified of a missing person. A shared countywide computer system allows all law enforcement agencies in Penobscot County access to UMaine Police Department reports and name records, where the status of the missing person will be noted. Local agencies can also be notified by a Spillman System Alert that shows on all computer screens on the system.



After investigating the missing person report, UMaine Police Department will determine whether the student is missing and has been missing for more than 24 hours. If the residential student is determined to be missing, UMaine PD will notify the Old Town and Orono Police Departments, Maine State Police, and the Penobscot County Sheriff's Office. The student's emergency contact or the Student Confidential Contact will be notified no later than 24 hours after the student is determined to be missing.

If the missing student is under the age of 18 and is not an emancipated individual, UMaine will notify the student's parent or legal guardian immediately after UMaine Police Department has determined that the student has been missing for more than 24 hours, and an immediate missing person entry will be made to the National Crime Information Center (NCIC) database.



SECTION 4: SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

STATEMENT OF POLICY FOR ADDRESSING SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

It is the philosophy of the University of Maine that preventing crime is preferable to dealing with crime after it has occurred. A primary vehicle for accomplishing this is the UMaine Police Department's crime prevention program. All UMaine police officers are certified campus crime prevention practitioners. The UMaine crime prevention program concentrates on the dual concepts of eliminating or minimizing criminal opportunities and encouraging students and employees to be responsible for their own security and the security of others. The following is a listing of the crime prevention programs and projects in use at the University of Maine.

1. Residence Hall Security – Crime prevention, safety and security programs are presented in each residence hall throughout the year. Resident assistants initiate the programs by contacting the UMaine Police Department. The officer assigned to the dormitory area that requests the program generally conducts the program. A week prior to the beginning of the fall semester, the area officer conducts safety and security briefings with the Residence Life staff. In addition to the lecture and question and answer aspect of the programs, several videos are used to supplement the in-person presentations.

2. Emergency Telephones – All indoor and outdoor (blue light) emergency telephones are linked directly to the UMaine Police Department to provide fast, efficient response via Enhanced 9-1-1.

3. Printed Crime Prevention Materials – The UMaine Police Department currently has a bicycle safety brochure. Many other printed materials are used related drugs and alcohol use/abuse prevention. These are obtained from both the national and state highway safety commissions.



4. Electronic Alarm Systems – A sophisticated computer-based electronic monitoring system at the UMaine Police Department headquarters monitors a comprehensive network of panic, environmental, intrusion, robbery and fire alarms. The UMaine Police Department has increasingly had significant input into the design of new and renovated campus facilities, as those designs relate to physical and electronic security systems.

5. Security Survey – Comprehensive building security surveys are conducted by a UMaine police officer upon request. The Security Committee, a standing campus committee chaired by the UMPD Chief, meets regularly throughout the year to discuss campus security and make appropriate recommendations. Locks, security cameras, and other equipment have been previous discussion topics.

6. Crime Prevention Publicity – Crime prevention articles and materials are periodically published in the student newspaper and employee newsletter as well as broadcast on the University's student radio station. Crime

prevention information is also available on the Housing, Residence Life, and UMaine Police web sites. Additionally, at Summer Orientation parents and students are briefed on crime prevention strategies.

7. Rape Awareness, Education, and Prevention – In cooperation with the Title IX Student Services office and the University’s Sexual Assault and Violence Prevention Committee (SAVPC), numerous education and prevention training, programs, and ongoing campaigns are provided to the campus community. A detective from UMaine Police Department responsible for investigating crimes on campus currently sits on the SAVPC.

- Various organizations, including student groups, provide sexual assault, relationship violence, and stalking prevention programs on campus. Annually, Sigma Phi Epsilon fraternity provides education and awareness around sexual assault, domestic violence, dating violence and stalking by hosting “Rock Against Rape.” Beta Theta Pi fraternity also participates in the annual “Sleep Out” to raise awareness around sexual assault. During these events, the UMaine Police, Title IX Student Services and the members of the Division of Student Life are in attendance and lend support. Off campus partners such as Rape Response Services (Bangor) also participate.
- Male Athletes Against Violence (MAAV) raise awareness around sexual assault, domestic violence, dating violence and stalking by sponsoring programs on campus. In the past, they have tried to break the Guinness Book of World Records for the most people in a room unwrapping a piece of candy at the same time. The student group members titled the event “Unwrapping the Not-So-Sweet Truth of Relationship Violence.” They asked many male figures to speak to the crowd about these issues to help raise awareness. Title IX Student Services often attends these events and passes out campus resource brochures, bracelets, and other prevention education information. During the first floor meeting (which is mandatory) in the residence halls, resident assistants deliver information to their residents that provides information and resources regarding sexual assault. Resident assistants are trained yearly on how to respond to reports and incidents of sexual harassment, including sexual assault.
- Student groups, organizations, and faculty can contact Title IX Student Services to schedule a person from the office to speak with their group or class. This person can also team up with the Alcohol and Drug Counselor on campus to provide training. Established programs include presentations to: all College of Natural Sciences, Forestry and Agriculture first-year student classes; all new and returning student athletes; all Greek organization members; and many classes in other colleges (ex. Liberal Arts and Sciences, Education and Human Development, and Business).
- UMaine Police Department conducts rape awareness and personal safety programs throughout the year, including information on the Maine laws on rape and unlawful sexual contact.
- The peer educators (called peer coaches at UMaine) conduct individual programs on rape and sexual assault, including what males and females should know about these crimes and what constitutes consent. They focus on date rape and role-playing as an important part of the programs.
- The Rape Aggression Defense (R.A.D.) Program – R.A.D. is a comprehensive self-defense program for women. This program is taught nationwide and in some Canadian provinces. The program was designed specifically for women and focuses on the particular strengths and abilities of women. Students are provided with the knowledge and ability to survive a sexual assault through lecture and discussion and learning physical techniques. This program is unique in many ways; including the fact that we believe no one decision is right for every woman. The program is taught by UMaine Police Department employees who are certified as instructors by the R.A.D. systems headquarters in Virginia. The free, 15-hour training is taught in three-hour blocks. The class is physical in nature and requires a commitment of both time and energy.



- A group led by faculty in the College of Business organize an annual walk/demonstration on campus against domestic violence every year in early October.
- Title IX Student Services partners with the Student Wellness Resource Center and the Office of Community Standards, Rights, and Responsibilities to offer the “One Love” program aimed at education about and prevention of relationship violence and abuse.

8. Key Tag Registration Program – Lost keys present a security hazard, as well as a considerable expense in re-keying buildings. The UMaine Police Department has addressed this problem with a key tag registration program. Each person obtains a key tag with its own unique serial number; he or she can then go to UMPD’s website and self-register a key tag and personal information. Persons who find these keys are asked to turn them into the UMaine Police Department. The department receives the keys, the serial number is matched with the owner’s name, and the keys are returned to the registered owner, with the owner’s identity is protected.

9. Property Registration Program – A property registration program is available online to any student or employee. Registration programs are conducted by police officers throughout the year. The University of Maine provides a metallic decal to be affixed to a bicycle for easy identification. Anyone can register his or her valuable property online, in a secure database (umaine.edu/police) and click on the Property Registration link on the right side of the page.

10. Alcohol Awareness Program – The goals of the Student Wellness Resource Center (SWRC) are consistent with alcohol and other drug prevention strategies used by those recommended by NIAAA, SAMHSA, the Safe and Drug-Free Schools and Communities Act, and the Higher Education Center for Alcohol and Other Drug Prevention. This office is externally assessed regularly by the Maine State Office of Substance Abuse’s Higher Education Alcohol Prevention Partnership to ensure it is meeting or exceeding standards of alcohol and drug abuse prevention, education, enforcement and intervention services. The primary goals of the program are to provide:

- Educational programming for the purpose of changing knowledge, attitudes and behavioral intentions,
- Health promotion, wellness, and promotion of a normative environment through environmental management,
- Early intervention, treatment and referral strategies,
- Enforcement of laws and policies through work with the Community Standards, Rights and Responsibilities (student conduct) office and local law enforcement,
- Training and outreach efforts to the campus and local community through partnerships and coalitions, and
- Research, assessment, evaluation, and development through annual surveys and data collection.



To meet these goals, the Student Wellness Resource Center office offers individual, group and campus-wide education and prevention programs for students, faculty, and staff. The office conducts individual screening and

brief interventions for students. The two full-time professionals, graduate assistants, and student staff also provide programs to 18 residence halls, 26 fraternities and sororities, 17 athletic teams, first-year student seminar classes, and other academic classes. In addition, they provide training to Student Life staff, area coordinators, resident assistants, orientation leaders, the Counseling Center staff, the student health center and other departments, as requested. SWRC offers programming for all major awareness weeks throughout the year, including Safety Week, National Collegiate Alcohol Awareness Week, the Great American Smoke-out, Drunk and Drugged Driving Awareness Month, National Hazing Prevention Week and other AOD topics. Additionally, the office regularly collects data on college student perceptions and use of alcohol, tobacco, and other drugs.

STATEMENT OF POLICY FOR SUBSTANCE ABUSE EDUCATION

The University views alcohol and substance abuse as serious problems. In compliance with the Drug-Free Workplace Act, the University publishes and distributes annually a booklet that informs all students and employees of UMaine's substance abuse policy, sanctions for violation of the policy, and state and federal alcohol and drug laws, offenses and sanctions. The use and sale of illegal substances and underage drinking at the University are prohibited. The violation of state drinking laws and the use, sale or possession of illegal drugs is strictly enforced in accordance with federal and state law. For a copy of the booklet, "Information About Alcohol and Drugs for Students and Employees of the University of Maine System," please contact Student Life and/or Human Resources.

STATEMENT OF POLICY FOR ADDRESSING ALCOHOL

State and federal law prohibits the use of alcohol by anyone under the age of 21. In compliance with these laws, the University of Maine does not permit the use of alcohol by anyone under the age of 21.

- Students of any age, including over the age of 21 CANNOT furnish a place for students under the age of 21 to consume alcohol.
- Students over the age of 21 CANNOT provide alcohol to students under the age of 21.
- Alcohol may be consumed by students 21 or older inside a student's residence hall room, so long as the resident(s) of that room is over 21.
- No students may possess or consume alcohol in public areas, including residence hall lounges, stairways and hallways.
- If neither occupant of the student room is of legal drinking age then the use of alcoholic beverages in that room is prohibited. When a guest of legal age is visiting the guest is not permitted to possess or consume alcohol in the room.
- Students of legal drinking age are not permitted to have a common source of alcohol in the residence halls, including but not limited to: punch bowls, barrels, kegs, kegerators, beer balls, etc.
- While empty alcohol containers alone are not a violation of the Student Conduct Code, they may be evidence of consumption in a conduct case.



- Students are advised to refrain from collecting, storing or displaying empty alcoholic containers in their room. Recycling rooms are provided in all residence halls and students are encouraged to recycle all their cans and bottles.

STATEMENT OF POLICY FOR ADDRESSING ILLEGAL DRUGS

Marijuana

- Marijuana possession and use, regardless of form, is prohibited in the residence halls and on campus in general.
- Medical marijuana is not an accommodation made on campus. For more information about medical marijuana, contact Student Accessibility Services at 581-2366.
- Medical Marijuana: Federal law and the Drug Free Schools and Workplace Acts make possession and use of marijuana on campus illegal, even in states with medical marijuana laws. Thus, the University of Maine System does not permit medical use of marijuana anywhere on campus. Furthermore, students who are under the influence of medical marijuana or in possession of marijuana for medical reasons are not exempt from normal conduct and job performance standards.
- Recreational use of marijuana is legal in Maine, however, possession and use of marijuana in all its forms is prohibited on campus by University of Maine System policy.

Other Drug Use

- Students using a prescription drug may not allow anyone else to use the medication.
- Sharing or selling of prescription drugs is illegal.
- Use or distribution of illegal substances is not permitted, and is a violation of the Student Conduct Code.
- Use of a legal substance in an inappropriate or harmful manner (example: huffing) is not permitted.
- Drug paraphernalia is not permitted in any university residence, including but not limited to; bong, pipes, water pipes, hookahs and scales. Possession of these types of items is a violation of the Student Code of Conduct.
- The University of Maine is a tobacco-free campus. Tobacco is prohibited in all its forms on campus. Vaping any substance is not permitted on campus.



STATEMENT OF POLICY REGARDING FIREARMS AND WEAPONS**Weapons Policy**

- Guns and ammunition of all kinds are prohibited from residence halls and all of campus except for certified police officers. This includes but is not limited to hunting rifles, air soft guns, paint ball guns, pellet guns and bb guns.
- Bows and arrows, hunting knives (knives exceeding 4 inches in length), martial arts weapons, and ammunition are not permitted at any time in the residence halls.
- Any of the items mentioned above must be stored at the University of Maine Police Department (81 Rangeley Road) and retrieved only when exiting campus. Keeping these items in vehicles is not permitted on University property.

SECTION 5: SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING PREVENTION AND RESPONSE

STATEMENT OF POLICY FOR ADDRESSING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

The University is committed to providing a safe environment that promotes the dignity and worth of each member of the community. For this reason, the University will not tolerate dating violence, domestic violence, sexual assault or stalking in any form.

The University conducts educational programs to promote awareness of dating/relationship violence, domestic violence, sexual assault, and stalking. This includes primary prevention and awareness programs for incoming students and new employees, and ongoing prevention and awareness campaigns for students, faculty, and staff. All employees and students must participate in all required educational programs.

PRIMARY EDUCATIONAL PROGRAMS

The University of Maine has partnered with Student Success, an online Sexual Assault Prevention training program that is offered to all students, staff, faculty, and volunteers. In addition to the online training, information was presented to students during Summer Orientation. Gender discrimination awareness and prevention programs (including sexual assault, domestic violence, dating violence, and stalking) were presented to residential assistants who then provided programming in their residence halls. Examples of programs presented included discussing hypersexual language in current music and “guess who’s gay”.

Primary prevention efforts also included live training to Greek organizations, athletic teams, and first-year student classes during the fall semester. Peer educators were also provided with extra training around gender discrimination, sexual harassment/assault, relationship/domestic violence and stalking. This allowed them to help disseminate information to their peers. Information on bystander intervention and alcohol’s role in sexual assault was provided during these presentations and is at the forefront of the online training.

Faculty and staff were provided with an option to attend live training through the Office of Equal Opportunity. The Director of Equal Opportunity, who is also the Title IX Coordinator, provided to a variety of different departments on campus live training on gender discrimination including sexual assault, dating violence, domestic violence, and stalking.



AWARENESS CAMPAIGNS

A bulletin board located in the Memorial Union is reserved for information related to ongoing awareness campaigns around sexual assault, dating violence, domestic violence, and stalking. The Office of Sexual Assault & Violence Prevention (OSAVP) also participated in the following events that continued awareness efforts:

- Rock Against Rape with Sig Ep
- Bystander Intervention Training
- Healthy High 1-Mile Walk/Run
- Peer Education Programming
- April: Sexual Assault Awareness month
- Maine Business School Corps – March Against Domestic Violence

OSAVP also plays an advising role to the Sexual Assault & Relationship Violence Prevention Committee (SARVP). SARVP is a monthly meeting that brings together a variety of constituencies both on and off campus that meet to discuss current trends, new legislation and research, and to continue the discussions of how to prevent and get information out to our community about these important topics.



Magnetic fliers that provide confidential and private resources on and off campus are posted in the Memorial Union, Fogler Library, Cutler Health Center, Counseling Center, residence halls, and police station, on blue call boxes, and in a variety of other areas on campus, like the New Balance Student Recreation Center. These fliers were primarily placed in bathroom stalls that offered a private area for someone to look at the resources.

An email goes out to all students in the fall semester from the Dean of Students that discusses the importance of these issues and encourages anyone affected by gender discrimination to reach out to the Office of Sexual Assault & Violence Prevention. Additionally, the office partners with the Student Wellness Resource Center and has made presentations regarding sexual harassment and sexual assault prevention and alcohol and drug abuse to all Greek chapters, first-year athletes, and nearly 50 sections of academic seminars for first-year students, in the fall semester.

The University prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as defined by federal Clery regulations.

CLERY ACT DEFINITIONS

Dating Violence

Dating violence is violence committed against a person by an individual who is or has been in a social relationship of a romantic or intimate nature with that person. Whether a dating relationship exists is determined 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. 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.

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

Sexual Assault

Sexual assault means an offense that meets the definition of rape, fondling, incest or statutory rape.

- Rape is 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 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 sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory rape is sexual intercourse with a person who is under the statutory age of consent.

Stalking

Stalking is 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.

STATE OF MAINE DEFINITIONS

Maine law defines the crimes of dating violence, domestic violence, sexual assault and stalking differently than the federal Clery regulations. The State of Maine definitions of these crimes and of consent are as follows:

Dating Violence

Intentionally, knowingly or recklessly causing bodily injury or offensive physical contact to another person.

Domestic Violence

Intentionally, knowingly or recklessly causing bodily injury or offensive physical contact to another person and the victim is a spouse or domestic partner or former spouse or former domestic partner, an individual presently or formerly living together as a spouse, a natural parent of the same child, adult household member related by consanguinity or affinity or minor children of a household member when the defendant is an adult household member and, individuals presently or formerly living together and individuals who are or were sexual partners. Holding oneself out to be a spouse is not necessary to constitute "living as spouses." For purposes of this definition, "domestic partners" mean two unmarried adults who are domiciled together under long-term arrangements that evidence a commitment to remain responsible indefinitely for each other's welfare.

Sexual Assault

A person is guilty of gross sexual assault if that person engages in a sexual act with another person and:

- the other person submits as a result of compulsion
- the other person, not the actor's spouse, has not, in fact, attained the age of 14 years
- the other person, not the actor's spouse, has not in fact attained 12 years of age

A person is guilty of gross sexual assault if that person engages in a sexual act with another person and:

- the actor has substantially impaired the other person's power to appraise or control the other person's sexual acts by furnishing, administering or employing drugs, intoxicants or other similar means
- the actor compels or induces the other person to engage in the sexual act by any threat
- the other person suffers from a mental disability that is reasonably apparent or known to the actor, and which in fact renders the other person substantially incapable of appraising the nature of the contact involved or of understanding that the person has the right to deny or withdraw consent
- the other person is unconscious or otherwise physically incapable of resisting and has not consented to the sexual act
- the other person, not the actor's spouse, is under official supervision as a probationer, a parolee, a sex offender on supervised release, a prisoner on supervised community confinement status or a juvenile on community reintegration status or is detained in a hospital, prison or other institution, and the actor has supervisory or disciplinary authority over the other person

- the other person, not the actor's spouse, has not, in fact, attained the age of 18 years and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor is a teacher, employee or other official having instructional, supervisory or disciplinary authority over the student
- the other person, not the actor's spouse, has not attained the age of 18 years and is a resident in or attending a children's home, child care facility, facility operated by a family child care provider, children's residential care facility, drug treatment center, youth camp licensed under Title 22, section 2495 or similar school, facility or institution regularly providing care or services for children, and the actor is a teacher, employee or other person having instructional, supervisory or disciplinary authority over the other person
- the other person has not, in fact, attained the age of 18 years and the actor is a parent, stepparent, foster parent, guardian or another similar person responsible for the long-term care and welfare of that other person
- the actor is a psychiatrist, a psychologist or licensed as a social worker or purports to be a psychiatrist, a psychologist or licensed as a social worker to the other person and the other person, not the actor's spouse, is a current patient or client of the actor
- the actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and the organization, program or residence recognizes the other person as a person with an intellectual disability or autism. It is an affirmative defense to prosecution under this paragraph that the actor receives services for an intellectual disability or autism or is a person with an intellectual disability, as defined in Title 34-B, section 5001, subsection 3, or autism, as defined in Title 34-B, section 6002
- the actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and suffers from a mental disability that is reasonably apparent or known to the actor
- the actor is employed to provide care to a dependent person, who is not the actor's spouse or domestic partner and who is unable to perform self-care because of advanced age or physical or mental disease, disorder or defect. For the purposes of this paragraph, "domestic partners" mean 2 unmarried adults who are domiciled together under a long-term arrangement that evidences a commitment to remain responsible indefinitely for each other's welfare

Unlawful Sexual Touching

A person is guilty of unlawful sexual touching if the actor intentionally subjects another person to any sexual touching and:

- the other person has not expressly or impliedly acquiesced in the sexual touching
- the other person is unconscious or otherwise physically incapable of resisting and has not consented to the sexual touching
- the other person, not the actor's spouse, is, in fact, less than 14 years of age and the actor is at least 5 years older
- the other person suffers from a mental disability that is reasonably apparent or known to the actor that in fact renders the other person substantially incapable of appraising the nature of the touching involved or of understanding that the other person has the right to deny or withdraw consent



- the other person, not the actor's spouse, is under official supervision as a probationer, a parolee, a sex offender on supervised release, a prisoner on supervised community confinement status or a juvenile on community reintegration status or is detained in a hospital, prison or other institution and the actor has supervisory or disciplinary authority over the other person.
- the other person, not the actor's spouse, is, in fact, less than 18 years of age and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor is a teacher, employee or other official having instructional, supervisory or disciplinary authority over the student
- the other person is, in fact, less than 18 years of age and the actor is a parent, stepparent, foster parent, guardian or another similar person responsible for the long-term general care and welfare of that other person.
- the other person submits as a result of compulsion
- the actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and the organization, program or residence recognizes that other person as a person with an intellectual disability or autism. It is an affirmative defense to prosecution under this paragraph that the actor receives services for an intellectual disability or autism or is a person with an intellectual disability, as defined in Title 34-B, section 5001, subsection 3, or autism, as defined in Title 34-B, section 6002
- the other person, not the actor's spouse, is, in fact, less than 18 years of age and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor, who is at least 21 years of age, is a teacher, employee or another official in the school district, school union, educational unit, school, facility or institution in which the student is enrolled
- the actor is a psychiatrist, a psychologist or licensed as a social worker or purports to be a psychiatrist, a psychologist or licensed as a social worker to the other person and the other person, not the actor's spouse, is a current patient or client of the actor
- the actor owns, operates or is an employee of an organization, program or residence that is operated, administered, licensed or funded by the Department of Health and Human Services and the other person, not the actor's spouse, receives services from the organization, program or residence and suffers from a mental disability that is reasonably apparent or known to the actor
- the actor is employed to provide care to a dependent person, who is not the actor's spouse or domestic partner and who is unable to perform self-care because of advanced age or physical or mental disease, disorder or defect. For the purposes of this paragraph, "domestic partners" means two unmarried adults who are domiciled together under a long-term arrangement that evidences a commitment to remain responsible indefinitely for each other's welfare

Sexual Abuse of a Minor

A person is guilty of sexual abuse of a minor if:

- the person engages in a sexual act with another person, not the actor's spouse, who is either 14 or 15 years of age and the actor is at least 5 years older than the other person.
- the person violates paragraph A and the actor knows that the other person is related to the actor within the 2nd degree of consanguinity
- the person violates paragraph A and the actor is at least 10 years older than the other person



- the person is at least 21 years of age and engages in a sexual act with another person, not the actor's spouse, who is either 16 or 17 years of age and is a student enrolled in a private or public elementary, secondary or special education school, facility or institution and the actor is a teacher, employee or another official in the school district,
- school union, educational unit, school, facility or institution in which the student is enrolled
- the person violates paragraph C and the actor knows that the student is related to the actor within the 2nd degree of consanguinity
- the person violates paragraph C and the actor is at least 10 years older than the student

Incest

A person is guilty of incest if the person is at least 18 years of age and:

- engages in sexual intercourse with another person who the actor knows is related to the actor within the 2nd degree of consanguinity
- it is a defense to a prosecution under this section that, at the time the actor engaged in sexual intercourse with the other person, the actor was legally married to the other person

Stalking

A person is guilty of stalking if the actor intentionally or knowingly engages in a course of conduct directed at or concerning a specific person that would cause a reasonable person to:

- suffer serious inconvenience or emotional distress
- fear bodily injury or to fear bodily injury to a close relation
- fear death or to fear the death of a close relation
- fear damage or destruction to or tampering with property or
- fear injury to or the death of an animal owned by or in the possession and control of that specific person

OTHER DEFINITIONS

Consent

Consent is an agreement to engage in sexual contact. Consent must be informed, freely and actively given, and consist of a mutually agreeable and understandable exchange of words or actions. Consent is clear, knowing and voluntary. Consent is active, not passive. Consent may be withdrawn at any time. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and conditions of) sexual activity. Past consent does not imply future consent. Consent to engage in one form of sexual activity does not imply consent to engage in any other sexual activity. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with any other person.



It is not consent when the exchange involves unwanted physical force, coercion, intimidation, and/or threats. If an individual is mentally or physically incapacitated or impaired such that one cannot understand the fact, nature or extent of the sexual situation, and the incapacitation or impairment is known or should be known to a reasonable person, there is no consent. This includes conditions resulting from alcohol or drug consumption or being asleep or unconscious. Consent is not valid if the person is too young to consent to sexual activity under Maine law.

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.

Risk Reduction

Risk reduction means options designed to decrease perpetuation 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.

WHAT TO DO

If you are Sexually Assaulted or Experience Domestic Violence, Dating Violence or Stalking get to a safe location. If you are a student and are unsure where to go or can think of nowhere that is safe at this time, please call the UMaine Police Department at 207.581.4040 and/or local law enforcement at 9-1-1. Campus Residence Life or Student Life staff can help with housing arrangements, as well. These arrangements can be made by contacting UMaine Police

- Consider asking a trusted friend or relative to be with you for support.
- Seek medical care as soon as possible. You may need basic medical treatment for injuries, and you may have injuries of which you are unaware. You also may be at risk of acquiring a sexually transmitted infection, and women may be at risk for pregnancy.

Trained staff at Cutler Health Center (not a trauma center) or the local emergency room can speak with you about all of the medical options available and provide information about a sexual assault forensic examination. You may choose to file a report with the local law enforcement agency. Your report puts in place support systems that you may choose to use. The University will provide someone to assist you in filing a report with law enforcement if you wish.

Preserve all evidence of the incident. If you choose to file a report with the police, it is important that you:

- Do not bathe, wash your hands, brush your teeth, drink, eat or use the restroom —all these things can destroy evidence that may be helpful in a criminal investigation; however, if you have done any of these things since the incident, evidence can still be collected
- Do not clean or remove anything from the location where the incident occurred
- Write down as much as you can recall about the incident and the people involved
- Seek some form of emotional support. While taking care of your physical needs may be the first step in taking care of yourself, it is important not to neglect the emotions you may be experiencing as a result of the assault, violence or stalking. University counseling services have employees who are specially trained to assist students with recovery and healing. CIGNA EAP services are available for employees. Contact EAP at 1.877.622.4327; or www.cignabehavioral.com, employer id: ums

It is your choice to determine when and in what manner you recover from your trauma. Give yourself the time you need and know that it is never too late to get help.

KNOW THAT WHAT HAPPENED WAS NOT YOUR FAULT AND YOU ARE NOT ALONE.

HOW TO FILE A COMPLAINT AND HOW THE UNIVERSITY WILL RESPOND

The University strongly encourages anyone who has experienced sex discrimination, sexual harassment, retaliation, sexual assault, domestic violence, dating violence or stalking to report the incident to the appropriate contact at UMaine. A report can be made under the University of Maine System policy at any time, regardless of when the incident happened. Reporting the incident to the University does not mean that you have to file a formal complaint or bring criminal charges. However, reporting the incident will allow the University to provide individuals involved with information about available support and services, both on campus and off campus.

Any individual may make a third-party complaint about a violation of the UMS policy. Individuals are encouraged to contact the appropriate office identified below as soon as possible. After receiving a complaint, the University will determine what further action, including contacting the alleged victim, is needed/warranted. If a concern is reported by someone other than the alleged victim and the alleged victim is unwilling or unable to cooperate with an investigation, the University's ability to respond may be significantly limited.

The EO Director/Title IX Coordinator is the person on campus responsible for the University's overall compliance and response to incidents of sexual assault, sexual harassment, gender discrimination, domestic/dating violence, stalking and sex discrimination in general.



HOW AND WHERE TO FILE A COMPLAINT

COMPLAINTS OR REPORTS OF EMPLOYEES' CONDUCT

All complaints or reports relating to dating violence, domestic violence, sexual assault and stalking by a University employee should be made to the EO Director/Title IX Coordinator at 207.581.1226. The Interim Equal Opportunity/Title IX Coordinator at UMaine is:

Amie Parker
Director of Human Resources
Farmhouse 115A
Augusta, ME 04330
Telephone: 207.592.3618
amie.parker@maine.edu

Upon receiving a complaint or report of dating violence, domestic violence, sexual assault and stalking by a University employee, the responsible person will assess the complaint or report and will follow the procedures described in the University of Maine System Equal Opportunity Complaint Procedure. The responsible person will provide the complainant with information about options for informally resolving a complaint and formal investigation of a complaint. Mediation is not used in sexual assault cases.

The responsible person will provide the complainant with a written explanation of the complainant's rights and options. When a complaint is investigated, the University will use a preponderance of the evidence standard — whether it is more likely than not that the alleged violation occurred.

Under the University of Maine System Equal Opportunity Complaint Procedure, a complaint or report of dating violence, domestic violence, sexual assault or stalking made about a University employee will be investigated by the System Investigations Coordinator. The Investigations Coordinator will conduct the investigation and make a recommendation to the responsible administrator, who will make a decision and impose discipline, if any, in accordance with University policies and any applicable collective bargaining agreement.

The Investigations Coordinator will submit findings in writing to the responsible administrator, the complainant, the respondent, the University Equal Opportunity Officer, and the University Human Resources Director normally within sixty (60) days of receiving the formal complaint. University staff responsible for this process will respond to complaints as expeditiously as possible and will attempt to meet all deadlines, but failure to do so will not prevent the complaint process from continuing.

COMPLAINTS OR REPORTS OF STUDENTS' CONDUCT

All complaints or reports relating to dating violence, domestic violence, sexual assault and Stalking by a student should be made to the Deputy Title IX Coordinator:

Elizabeth Lavoie, MS, MEd
University of Maine
Deputy Title IX Coordinator
Sexual Assault & Violence Prevention
Title IX – Student Services
3rd Floor, Memorial Union, Room 315
Telephone: 207-581-1406
Fax: 207-581-4215
elizabeth.lavoie@maine.edu

Upon receiving a complaint or report of dating violence, domestic violence, sexual assault and stalking by a University student, the student conduct/hearing officer will assess the complaint or report and follow the procedures described in the University of Maine System Student Conduct Code. The Office of Community Standards, Rights and Responsibilities will provide the reporting party with information about options for informally resolving a complaint and for a formal investigation of a complaint.

Mediation is not used in sexual assault cases. The Office of Community Standards, Rights and Responsibilities will provide the reporting party with a written explanation of the reporting party's rights and options. When a complaint is investigated, the University will use a preponderance of the evidence standard — whether it is more likely than not that the alleged violation occurred. If the reporting party decides to move forward with either an informal or formal process, the responding party will also be advised of the allegations against them.

Under the University of Maine System Student Conduct Code, the Hearing Officer may initiate and supervise investigations of dating violence, domestic violence, sexual assault and stalking which are brought to his/her attention by employees, students, or members of the general public. Upon concluding the investigation, the Officer shall notify the reporting party and the responding party in writing of the Officer's decision on whether allegations will be forthcoming. The Officer shall conduct a hearing or may forward the matter to a Student Conduct Committee for a hearing. The Student Conduct process will be completed in as timely a manner as possible while affording all parties due process, equal protection and all applicable rights.

University staff responsible for this process will respond to complaints as expeditiously as possible and will attempt to meet all deadlines, but failure to do so will not prevent the complaint process from continuing.

NOTE: The Title IX Student Services office is neutral throughout the student conduct process and provides support and resources to both the complainant and the respondent.

COMPLAINTS OR REPORTS OF THIRD PARTIES' CONDUCT

All concerns regarding dating violence, domestic violence, sexual assault and stalking by third parties such as vendors, contractors, and campus guests should be made to the EO Office/Title IX Coordinator at 207.581.1226. Upon receipt of a report or complaint, the University will respond appropriately depending on the nature of its relationship to the third party.

Mediation is not appropriate in sexual assault cases. Under both the University of Maine System Equal Opportunity Complaint Procedure and the University of Maine System Student Conduct Code, the University's investigation and decision-making processes are completely independent of any criminal or civil investigation and adjudication regarding the same incident.

INVESTIGATION

The University will provide a prompt, fair and impartial investigation and resolution of the complaint. The investigation and decision-making shall be conducted by officials who receive annual training on domestic violence, dating violence, sexual assault and stalking, and how to conduct an investigation and hearing process that protects the safety of all individuals and promotes accountability while preserving all rights to due process, equal protection and privacy.

The reporting party and the responding party are entitled to the same opportunities to have others present during any investigative interview or disciplinary meeting or proceeding, including the opportunity to be accompanied by an advisor of their choice. If they desire, an advisor can be appointed for them.

NOTICES

In the investigation and decision-making processes for all complaints of sexual assault, domestic violence, dating violence or stalking made under the UMS policy, both the reporting party and the responding party shall be simultaneously informed, in writing of: (1) the outcome of any institutional disciplinary proceeding that arises from the alleged violation including all sanctions and the rationale for the result and sanctions; (2) the procedure for the respondent and the complainant to appeal the results of the institutional disciplinary proceeding; (3) any change to the results that occurs prior to the time that they become final; and (4) when the results are final. The University shall not require a party to abide by a nondisclosure agreement in writing or otherwise regarding the final results of the institutional disciplinary proceeding.

SANCTIONS – STUDENT

All of the possible sanctions that UMaine may impose upon a student following the results of any University disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault or stalking are:

- A. Assigned Educational Projects: This may include research projects, reflective essays, counseling assessments, sanction seminars or other related assignments intended to promote learning.
- B. Community Service: The type of service may be related to the nature of the violation.



- C. **Deferred Sanction:** A specific period of time during which a Respondent's continued enrollment or housing contract at the University is clearly in jeopardy. Any further violation of the Code during that time will minimally result in the imposition of the deferred sanction and any additional sanctions deemed necessary.
- D. **Disciplinary Dismissal:** Permanent separation (subject to the right of review after five years) from the University.
- E. **Disciplinary Probation:** A period of time when a Respondent is under closer scrutiny of the University. It may include the loss of one or more privileges.
- F. **Disciplinary Suspension:** Separation from the University for a stated period of time and/or until a stated condition(s) is met.
- G. **Fine:** Payment of money. Respondents who are unable to pay may discuss alternate payment arrangements.
- H. **Loss of Contact with a Specific Person(s):** With this sanction, the person may not initiate direct or indirect contact with a specified person(s).
- I. **Loss of Visitation Privileges:** This loss of visitation may be to any designated area(s) of campus.
- J. **Official Warning:** Official acknowledgment of a violation and the expectation that it will not be repeated.
- K. **Removal from University housing:** Removal from a particular hall or all housing.
- L. **Restitution:** Restitution, up to the replacement value of the items damaged, stolen, removed or used without authority and damages incurred.
- M. **Such other action as the Committee or Officer may reasonably deem appropriate (e.g., suspension of an organization's official campus recognition or suspension of a student from an extracurricular activity).**

SANCTIONS – EMPLOYEE

All of the possible sanctions that the University may impose upon an employee following the results of any University disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault or stalking are:

- A. Oral warning
- B. Written warning
- C. Suspension
- D. Termination
- E. Such other action as the University may reasonably deem appropriate.

OPTIONS REGARDING LAW ENFORCEMENT

An individual who has experienced sexual assault, domestic violence, dating violence or stalking, or any other conduct which may violate criminal laws, has a right, at his or her own discretion, to:

- notify law enforcement authorities, including on-campus and local police
- be assisted by campus authorities in notifying law enforcement or
- decline to notify law enforcement



University officials may, however, provide law enforcement with details about an incident under some circumstances if a determination has been made that such disclosure is required by law and/or is necessary to secure campus safety. Reporting parties have a right to proceed simultaneously with a criminal investigation and a University internal investigation. If necessary to the criminal investigation, the University may defer its investigation for a limited time for fact gathering by law enforcement, and then will promptly resume its investigation.

The University will provide assistance or referrals for a student or employee who wishes to obtain a protection-from-abuse or protection-from-harassment order. If a protection-from-abuse or protection-from-harassment order has been issued by a court in a civil or criminal proceeding, a copy of the order should be provided to University police and the Title IX Coordinator or other designated official as soon as possible to enable enforcement by the appropriate authorities.

Except as required by law, the University shall not include personally identifiable information about a complainant in its campus crime statistics or report, its campus crime log, publicly available police report or timely warning notices.

The University shall maintain as confidential any accommodations or protective measures provided to the complainant or another party, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures or to the extent otherwise required by law.

SUPPORT SERVICES AND INTERIM MEASURES

Whether or not an individual who has experienced dating violence, domestic violence, sexual assault or stalking files a formal complaint, reporting the incident will allow the University to provide all individuals involved with available support and services, both on-campus and off-campus.

The University can also take interim measures to promote the safety and well-being of both the complainant and respondent, including, but not limited to, moving the complainant or respondent to a new living, dining or working situation; issuing a no-contact directive; changing class or work schedules; changing transportation; financial aid accommodations; and other academic and/or employment accommodations and support.

The University can assist all individuals involved in obtaining counseling on or off campus and provide information regarding medical care and other resources, such as victim advocacy, legal assistance and visa and immigration assistance. UMaine will provide written notification to students and employees about existing resources, both within the University and the community. The University will provide written notification to complainants and respondents about how to request the above services and accommodations. The University will make such accommodations or provide such protective measures if the reporting party requests them and if they are reasonably available, regardless of whether the reporting party chooses to report the crime to campus police or local law enforcement.

STATEMENT OF POLICY INFORMING THE ACCUSER AND ACCUSED OF THE OUTCOME OF A DISCIPLINARY PROCEEDING

Notices in the investigation and decision-making processes for all complaints of sexual assault, domestic violence, dating violence or stalking made under this policy, to both the reporting party and the responding party shall be simultaneously made in writing and include: (1) the outcome of any institutional disciplinary proceeding that arises from the alleged violation including all sanctions and the rationale for the result and sanctions; (2) the procedure for the respondent and the complainant to appeal the results of the institutional disciplinary proceeding; (3) any change to the results that occurs prior to the time that they become final; and (4) when the results are final. The University shall not require a party to abide by a non-disclosure agreement in writing or otherwise regarding the final results of the institutional disciplinary proceeding.

STATEMENT OF POLICY ADDRESSING COUNSELORS

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “professional counselors”, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community within the scope of his or her license or certification.

The University of Maine does not provide confidential pastoral counseling or support at this time.

STATEMENT OF POLICY ADDRESSING SEX OFFENDER REGISTRY

Adam Walsh Child Protection and Safety Act

Information regarding registered sex offenders in the State of Maine under section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) may be obtained by contacting the State of Maine Sex Offender Registry (<http://sor.informe.org/sor/>).

Maine Sex Offender Registry

In accordance to the Campus Sex Crimes Prevention Act of 2000, the UMaine Police Department provides a link to the Maine Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the state concerning registered sex



offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in the state at which the person is employed, carries a vocation, or is a student. In Maine, convicted sex offenders must register with the Maine Sex Offender Registry maintained by the Maine Department of Public Safety/Maine State Police. At the UMaine Police Department, information is available about the registered sex offenders in our area. The Maine State Bureau of Identification is the base for the Maine Sex Offender Registry program. Our local law enforcement agencies also provide information regarding registered sex offenders. Please use the links below to view all registered sex offenders in the area of the UMaine Orono:

(www.informe.org/sor/)

(<https://orono.org/190/Police-Department>)

(<http://www.oldtownpd.org/>)



SECTION 6: CRIME STATISTICS

STATEMENT OF POLICY FOR REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

The University of Maine Police Department prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at <https://umaine.edu/police/clery-annual-safety-report/>

CRIME STATISTICS – UNIVERSITY OF MAINE

The University of Maine is committed to informing the public so that they are safety-conscious. The following statistics, provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, as amended, are for your information. If you have any questions, contact the University of Maine Police Department at 207.581.4053. In compliance with the Clery Act, statistics will be disclosed in four geographic categories, called the Clery geography:

- on campus (all educational buildings, and other property on campus)
- of the crimes on campus, the number of crimes that took place in dormitories or other residential facilities for students on campus
- non-campus (remote facilities and other properties that are student-used, including sororities and fraternities)
- public property within or immediately adjacent to and accessible from the campus Statistics are for the three most recent calendar years for all offenses listed below that occurred on or within the University's Clery geography and that are reported to local police agencies or to a campus security authority.

SPECIFIC INFORMATION ABOUT CLASSIFYING CRIME STATISTICS

The Hierarchy Rule

Under this rule, when more than one Criminal Offense was committed during a single incident only the most serious offense was entered for Clery Act reporting. A single incident means that the offenses were committed at the same time and place.

There are exceptions to using the Hierarchy Rule when counting offenses. They apply to arson, sexual assaults, hate crimes and VAWA offenses. This means that when an incident meets definitions in more than one of these categories, it must be reported in each category.

Unfounded Crimes

An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situations where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime



report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution and the failure to make an arrest do not “unfound” a crime report.

Miscellaneous Information

Sex offenses are no longer classified as either “forcible” or “nonforcible.” The Clery Act now requires sex offenses to be addressed in four separate categories:

- 1) Rape
- 2) Fondling
- 3) Incest
- 4) Statutory Rape

DEFINITION OF REPORTABLE CRIMES

In addition to the statistical profile presented at the web address and in this document, a list of definitions is included and provides basic information about each crime category.

Arson – To unlawfully and intentionally damage, or attempt to damage any real or personal property by fire and incendiary device.

Aggravated Assault – The unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or 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.

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 bone, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Burglary – The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Criminal Mischief/Vandalism – 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 over the property.

Sexual Assault – Any sexual act directed against another person, forcible and/or against that person’s will; or where the victim is incapable of giving consent.

Murder and Non-Negligent Manslaughter – The willful (non-negligent) killing of one human being by another.

Robbery – The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Weapon Law Violations – 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.

Liquor Law Violations – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

Drug/Narcotic Violations – The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

Larceny/Theft Offenses – The unlawful taking, carrying, leading, or riding away of property from the possession of another person.

Motor Vehicle Theft – The theft of a motor vehicle.

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.

For purposes of reporting under the Clery Act, a hate crime is defined as including the offenses of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, criminal mischief/vandalism, and any other crime involving bodily injury reported to local police agencies or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. The categories of bias for purposes of reporting are: race, gender, religion, sexual orientation, ethnicity/national origin, disability.



CRIMINAL OFFENSE AND CRIME STATISTICS

Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Murder / Non-Negligent Manslaughter	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Negligent Manslaughter	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Rape	2018	24	0	0	24/0	17
	2017	11	0	0	11/0	2
	2016	25	1	0	25/1	22
Fondling	2018	8	0	0	8/0	7
	2017	11	0	0	11/0	3
	2016	7	0	0	7/1	5
Incest	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Statutory Rape	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Robbery	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	1	0	0	1/0	0
Aggravated Assault	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Burglary	2018	2	0	0	2/0	1
	2017	9	0	0	9/1	5
	2016	5	0	0	5/0	3
Motor Vehicle Theft	2018	0	0	0	0/0	0
	2017	1	0	0	1/0	0
	2016	0	0	0	0/0	0
Liquor Law Arrests	2018	2	0	0	2/0	0
	2017	2	0	0	2/0	1
	2016	2	0	0	2/0	2



Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Drug Law Arrests	2018	1	0	0	1/0	1
	2017	0	0	0	0/0	0
	2016	2	0	0	2/0	2
Weapons Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Arson	2018	0	0	0	0/0	0
	2017	1	0	0	1/0	1
	2016	5	0	0	5/0	3

*On Campus category includes incidents reported in Residential Facilities category

**Unf – Unfounded complaint as determined by a police officer

VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES

Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Domestic Violence	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Dating Violence	2018	3	0	0	3/0	3
	2017	4	0	0	4/0	2
	2016	9	0	0	9/0	5
Stalking	2018	5	0	0	5/0	3
	2017	4	0	0	4/0	3
	2016	5	0	0	5/0	1

*On Campus category includes incidents reported in Residential Facilities category

**Unf – Unfounded complaint as determined by a police officer

HATE CRIME STATISTICS

The University of Maine strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the UMaine community. The Hate Crime statistics are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exceptions to this are the addition of Simple Assault, Intimidation, and any other crime that involves bodily injury that is not already included in the required reporting categories. If a Hate Crime occurs where there is an incident involving Intimidation, Vandalism, Larceny, Simple Assault, or other bodily injury, the law requires that



the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

Note: A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, religion, ethnicity, national origin, gender identity, or disability, the assault is then also classified as a hate/bias crime.

2016: Three hate crimes reported

- *One based on sexual orientation*
- *Two based on religion*

2017: Zero hate crimes reported

2018: Zero hate crimes reported

LIQUOR, DRUG, AND WEAPONS JUDICIAL REFERRALS STATISTICS

Liquor, Drug, Weapon Judicial Referrals	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Liquor Law Violations Referred for Disciplinary Action	2018	493	4	0	497/0	474
	2017	582	14	1	597/0	535
	2016	675	1	9	685/0	608
Drug Law Violations Referred for Disciplinary Action	2018	315	1	0	316/0	273
	2017	380	0	1	381/0	287
	2016	405	5	0	410/0	341
Weapons Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	1	0	0	0/0	1
	2016	4	0	0	4/0	4

**On Campus category includes incidents reported in Residential Facilities category*

***Unf – Unfounded complaint as determined by a police officer*



SECTION 7: ANNUAL FIRE SAFETY REPORT

INTRODUCTION

The University of Maine publishes this fire safety report as part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for UMaine, including statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire.

The Clery Act requires that each campus report on fires at student housing facilities as well as publish a fire safety report which is to be available to the public after October 1 of every year. A copy of the annual report is available upon request. Contact the University of Maine Police Department at (207) 581-4040.

FIRE SAFETY RULES FOR RESIDENTIAL FACILITIES

Small Appliances Allowed in Residence Halls:

- Power strips that are 15 amp UL approved surge protectors or 3-pronged extension cords.
- Electronics Permitted: stereo, TV, video game equipment, and computers.
- UL certified fans.
- Up to a 10-gallon fish tank if bringing a fish (this is the only permitted pet).
- Desk lamp (No halogen bulbs).
- Microfridge unit or small refrigerator: only one permitted per room except in DTAV/Patch and Colvin. In Colvin suites, each bedroom may have their own microfridge or small refrigerator. In DTAV/Patch refrigerators are provided, so no additional units are permitted.

Prohibited Items:

- No lit candles, open flames, or spark-producing devices are permitted, including incense.
- Amplifiers, large speakers, subwoofers, or other large sound systems. Large musical instruments, such as drum kits
- Halogen lamps or octopus lamps
- Neon signs
- Any appliance with an open flame, coil, or hotplate
- Cooking appliances other than microfridge microwaves are not permitted in the residence halls, except in DTAV/Patch (on-campus apartments). This includes, but is not limited to: toasters, toaster ovens, induction cook stoves (Nu Wave), George Forman grills, electric frying pans, rice steamers, grills, camp cook stoves, crockpots, etc.
- Candles, incense, plug-in air fresheners, or perfumed air fresheners. Anything that has any sort of heating element may cause a fire. (Decorative candles are permitted so long as no evidence of burning exists. Any burnt wicks, or the actual burning of candles, will result in a student conduct referral).
- Flammable items—charcoal, lighter fluid, gas, fireworks/fire crackers/sparklers.



- The University of Maine is a tobacco-free campus. This policy applies to faculty, staff, students, contractors, vendors and visitors. The use of tobacco and all smoking products is not permitted on any university-owned property, which includes but is not limited to, buildings, university grounds, parking areas, walkways, recreational and sporting facilities, and university-owned vehicles.
- Space heaters and/or air conditioners.
- Refrigerator units should not be more than 4 cubic feet and must be UL or FM approved, drawing no more than 10 amps and properly grounded.

REPORTING A FIRE

All fires are to be directly reported to the University of Maine Police Department immediately.

Call 9-1-1 or 207.581.4040.



ON-CAMPUS STUDENT FIRE SAFETY SYSTEMS

Residential Facility	Fire Alarm Monitoring Done On-Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placard	Number of Evacuation Drills Each Calendar Year
Androscoggin Hall 13 Androscoggin Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Aroostook Hall 29 Square Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Balentine Hall 13 Balentine Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Cumberland Hall 7 Cumberland Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Colvin Hall 21 Estabrooke Dr	Yes	N/A	Yes	Yes	Yes	Yes	1
Doris Twitchell Allen Village 156 Rangeley Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Gannett Hall 12 Hebron Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Hancock Hall 120 Munson Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Hart Hall 6 West Mall Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Kennebec Hall 17 Square Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Knox Hall 120 Long Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Oak Hall 111 Munson Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Oxford Hall 134 Long Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Patch Hall 129 Long Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Penobscot Hall 12 Penobscot Dr	Yes	N/A	Yes	Yes	Yes	Yes	1
Stodder Hall 20 Stodder Dr	Yes	N/A	Yes	Yes	Yes	Yes	1
York Hall 10 Square Rd	Yes	N/A	Yes	Yes	Yes	Yes	1



Residential Facility	Fire Alarm Monitoring Done On-Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placard	Number of Evacuation Drills Each Calendar Year
University Park University Park Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Estabrooke Hall 15 Estabrooke Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Alpha Gamma Rho 134 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Beta Theta Pi 130 Munson Rd	Yes	N/A	Yes	Yes	Yes	Yes	1
Chi Omega 81 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Delta Tau Delta 111 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Lambda Chi Alpha 95 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Phi Eta Kappa 107 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Phi Gamma Delta 79 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Phi Kappa Alpha 380 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Phi Kappa Sigma 89 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Sigma Alpha Epsilon 117 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Sigma Phi Epsilon 375 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Tau Kappa Epsilon 370 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1
Theta Chi 371 College Ave	Yes	N/A	Yes	Yes	Yes	Yes	1

STATEMENT OF POLICY ON FIRE DRILLS

National Fire Protection Association (NFPA) NFPA 101 Life Safety Code 2009 Edition, Evacuation drill requirements.

This Life Safety code (2009 edition) has been adopted by the Maine State Fire Marshal's office.

Life Safety Code 2009 Chapter 29 states:

29.7.3 Drills in Dormitories. Emergency egress and relocation drills shall be regularly conducted in accordance with Section 4.7. 4.7 states:

4.7 Fire Drills.*

4.7.1 Where Required. Emergency egress and relocation drills conforming to the provisions of this Code shall be conducted as specified by the provisions of Chapters 11 through 43, or by appropriate action of the authority having jurisdiction. Drills shall be designed in cooperation with the local authorities.

4.7.2 Drill Frequency. Emergency egress and relocation drills, where required by Chapters 11 through 43 or the authority having jurisdiction, shall be held with sufficient frequency to familiarize occupants with the drill procedure and to establish conduct of the drill as a matter of routine. Drills shall include suitable procedures to ensure that all persons subject to the drill participate.*

PERMITTED DECORATIONS POLICY

- No more than 20% of any wall or door should be covered with decorations.
- Only decorations that are noncombustible or have a label that states that they are “flameproof,” “flame-resistant,” or “flame-retardant.” Keep the label to document acceptability.
- Electric string lights are acceptable ONLY if they are labeled with Underwriters Laboratory (UL) or Factory Mutual (FM) approval. Tags with this information are required to be on each string of lights. Strings that are frayed or have bare wires, cracked sockets, and loose connections or damaged insulation are not permitted. String lights may not be wrapped around any furniture or other cloth items such as curtains or wall hangings. They may not be attached with nails or staples. In addition, no more than four sets of lights may be strung together in one connection.
- Do not place decorations near electrical equipment or other heat sources. Do not hang any decorations from sprinkler heads.
- Do not route electrical cords across aisles, corridor, or under doors.
- Extension cords must have a 3-prong grounded plug and not be daisy chained.
- Do not obstruct corridors, stairways, exits, or doors from closing.
- Decorations are not to be hung so as to obstruct exit lights, sprinkler pipes or heads, smoke detectors, fire alarm pull stations, portable fire extinguishers or cabinets, or other safety apparatus.
- Only artificial trees/wreaths which are flame retardant are allowed in halls. No other cut greenery is acceptable. For artificial trees/wreaths, documentation should be available to prove their flame resistance.



- Wall tapestries are acceptable in a student room as long as it is no larger than 4 feet x 6 feet, and only one per wall. Tapestries, curtains, etc. are not permitted to be strung across a doorway.
- Absolutely nothing may be attached to ceilings; covering the smoke detectors and/or sprinkler heads.
- No lights, ceiling fans, or other electrical appliances can be hung on the ceiling or interior walls.

EMERGENCY EVACUATION PROCEDURES

Emergency situations on campus will be managed through the use of NIMS/ICS and the activation of the Emergency Operations Center (when scale/complexity of incident require activation). Guidelines for management and response of such incidents is available through the campus Emergency Response Contingency Plan (ERCP). The ERCP is reviewed annually and updated at that time or whenever changes in personnel or emergency planning dictate an update.

Evacuations of campus buildings or the campus as a whole are also addressed in the ERCP. For building specific incident, occupants are directed to follow their site specific Emergency Action Plan (EAP). Building managers are asked to review their EAP annually, make updates as needed and supply a copy of their plan to Safety Management. These plans are exercised through evacuation drill conducted with Safety Management and Orono Fire Department on a scheduled determined by the Authority Having Jurisdiction (AHJ). For a campus wide evacuation the Emergency Operations Team refer to the ERCP Evacuation section for guidance.

A report of an incident to University of Maine Police Department (UMPD) results in the immediate response by one or more UMPD officers. Once the immediate threat confirmed, the emergency alert system will be activated.

The University will use Blackboard Connect 5 as their primary notification system for all emergency situations. This system allows for text, email and phone notifications to be delivered in an efficient and timely manner by previously designated and authorized individuals, primarily through the Public Information Officer position on the Emergency Response Team or through the UMPD Dispatch center. This system is tested through the use of test messages sent at least once a semester. Secondly, the Orono campus maintains a siren system which alerts the campus community that an emergency has been confirmed and that members should seek additional information through their Blackboard Connect notifications.

PROCEDURE FOR STUDENT HOUSING EVACUATION IN CASE OF FIRE

Fire Alarm and Evacuation Procedures are available to all Residential Students through the Guide to Campus Living and are as follows:

- Anticipate a fire drill at the beginning of each academic year. When ANY fire alarm sounds students should:
- Evacuate the residence hall immediately; close your door when exiting.



- Re-entry to the hall may NOT occur until Fire Department personnel signal that it is ok to re-enter the building. The ceasing of the alarm alone is not an indication for re-entry; staff will notify residents when the building may be re-entered.
- If a student is not able to leave a room due to smoke or fire, she/he should call 911 or (207) 581-4040 and give their specific location.
- Students who need an elevator in order to exit the building should talk with Residence Life staff at the beginning of the year, or as soon as such an accommodation is needed. This includes temporary circumstances such as being on crutches. Staff will assign a stairwell location where the student in need of assistance exiting should wait for rescue staff.

FIRE SAFETY EDUCATIONAL PROGRAMS

Student Affairs, in conjunction with the Orono Fire Department, provide an annual fire prevention program for students on campus. New students and resident employees are required to attend an orientation session, a portion of which includes fire and general safety.

FIRE SAFETY REGULATIONS

Fire Safety Regulations are available to all Residential Students through the Guide to Campus Living and are as follows:

- Tampering with or pulling a fire alarm maliciously or falsely is a criminal act. Tampering in any way with fire safety equipment which includes smoke detectors, sprinkler systems, exit lights, and fire extinguishers is a violation of the student code of conduct.
- Students may not cover, remove, or in any way tamper or damage emergency exit signage posted on their door, or anywhere within the residence hall.
- Students responsible for causing false alarms will be referred to the university conduct process.
- Alarms activated by student error such as cooking, do occur, however students can be held responsible for the cost of cleaning or repair beginning at \$100.00. If this is a continuous behavior on the part of an individual student, then the student is billed for restitution beginning at \$100.
- The possession, use, and sale of fireworks is not permitted in any campus living unit, including but not limited to residence halls, residence villages, apartments, suites and offices. The possession, use, and sale of fireworks is also not permitted on campus.



TRAINING

All employees of The University of Maine are required to participate in Safety Management Safety Training. Employees include: faculty, staff, graduate students, post docs, and student employees (including work-study students, teaching assistants, resident directors, and any other person who receives pay or compensation for work performed). Students and volunteers are provided with safety information as necessary to safely perform assigned tasks.

Safety Management training includes:

- **Basic Safety Training** (all employees, required annually) offered in online classes through UMS Academy
- **Department Annual Safety Training** (all employees, required annually). This training is provided by the area supervisor to all employees, and includes the following minimum requirements:
 - Fire Prevention Plans and Emergency Action Plans;
 - Area-Specific Hazards related to Job Tasks within the Work Area (e.g., noise, machinery, electricity, falls, repetitive motion, lifting, biohazards, asbestos, and lead);
 - Chemical Hazards and Safety Data Sheets; and
 - Use and Limitations of Personal Protective Equipment.
- Safety Management Training is required annually. The policies on fire safety are covered in Basic Safety Training and procedures that students and employees must follow are in the Department Emergency Action Plan which is included in the Department Annual Safety Training (area specific training).
- The fire safety information provided in training is reinforced by evacuation drills where building occupants may practice the skills learned in training.

STATEMENT OF POLICY REFERENCING FIRE SAFETY LOG

Institutions that maintain on-campus student housing facilities must maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time and general location of each fire. The Institution must make an entry or an addition to an entry to the log within two business days of receipt of the information. The fire log for the most recent 60-day period is open to the public inspection at Public Safety. Any portion of the log older than 60 days is available within two business days of a request for public inspection. The log also includes document plans for future improvements in fire safety, if determined necessary by the Institution.

It shall be policy that UMaine Police maintains a daily fire log that is available for review 24 hours a day at the UMaine Police Department: 81 Rangeley Rd. Orono, ME 04469. The fire log includes information about fires that occur in residential facilities, including the nature, date, time, and general location.



HEALTH AND SAFETY ROOM INSPECTION POLICY

- It is the policy of the university that residence hall staff will enter student rooms for routine room inspections at least once a semester.
- Room inspections are intended to identify damage or conditions potentially harmful to the safety of the residence hall and/or the health of its residents.
- Residents will be notified immediately of any violations and asked to correct the violation.
- Room Inspections are also done when halls close for Winter and Spring breaks. These inspections are done to ensure no violations result in damage to a hall during closing
- Entry into a student room may also occur when there is a clear or apparent emergency, such as fire, serious illness or injury, or where danger threatens persons or property.
- Entry into a student room may also occur in the event of an alarm or other continuous sound that is causing a disruption to the community when the residents of the room cannot be located.
- Students are responsible for cleaning their personal space. Excessive messes as determined by staff may be determined to be a health and safety violation. This may include but is not limited to excessive room trash and recyclables, odors that extend into the hallway, restricted pathway to means of room exit, etc.

FIRE SAFETY IMPROVEMENTS

Various departments on campus including, but not limited to, Residential Life, Safety and Environmental Management, and Facilities Management will continuously evaluate the need for improvements to the fire suppression and/or fire alarm systems in the residence halls throughout the year. If an issue is discovered during the evacuation drills, the issue will be documented and forwarded to the correct department to correct the issue.



SECTION 8: FIRE SAFETY STATISTICS

Residential Facility	Year	# Of Fires Per Building	Fire Number	Cause	Injuries / Death	Value of Damage
Androscoggin Hall 13 Androscoggin Rd	2018	0	0	N/A	N/A	N/A
	2017	1	1	Scorched ceiling in elevator	0 / 0	\$0-99
	2016	0	0	N/A	N/A	N/A
Aroostook Hall 29 Square Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Balentine Hall 13 Balentine Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Cumberland Hall 7 Cumberland Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Colvin Hall 21 Estabrooke Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Doris Twitchell Allen Village 156 Rangeley Rd	2018	2	1 2	Oven / Stove Oven / Stove	0 / 0	\$0-99
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Gannett Hall 12 Hebron Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Hancock Hall 120 Munson Rd	2018	1	1	Electric Dryer Burnt Belt + Clothes	0 / 0	\$0-99
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Hart Hall 6 West Mall Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Kennebec Hall 17 Square Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A

Residential Facility	Year	# Of Fires Per Building	Fire Number	Cause	Injuries / Death	Value of Damage
Knox Hall 120 Long Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Oak Hall 111 Munson Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Oxford Hall 134 Long Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Patch Hall 129 Long Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Penobscot Hall 2 Penobscot Dr	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Somerset Hall 180 Rangeley Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Stodder Hall 20 Stodder Dr	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
York Hall 10 Square Dr	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	3	1	Burnt Toilet Paper	0 / 0	\$0-99
			2	Burnt Door Decoration	0 / 0	\$0-99
		3	Scorched Stair Railing	0 / 0	\$0-99	
University Park University Park Rd	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Estabrooke Hall 15 Estabrooke Dr	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Brooke Hall Darling Marine Ctr Walpole ME	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A



Residential Facility	Year	# Of Fires Per Building	Fire Number	Cause	Injuries / Death	Value of Damage
Alpha Gamma Rho 134 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Beta Theta Pi 130 Munson Rd	2018	1	1	Oven / Stove	0 / 0	\$0-99
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Chi Omega 81 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Delta Tau 111 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Lambda Chi Alpha 95 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Phi Eta Kappa 107 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Phi Gamma Delta 79 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Phi Kappa Phi 380 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Phi Kappa Sigma 89 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Sigma Alpha Epsilon 117 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Sigma Phi Epsilon 375 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A



Residential Facility	Year	# Of Fires Per Building	Fire Number	Cause	Injuries / Death	Value of Damage
Tau Kappa Epsilon 370 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A
Theta Chi 371 College Ave	2018	0	0	N/A	N/A	N/A
	2017	0	0	N/A	N/A	N/A
	2016	0	0	N/A	N/A	N/A

SECTION 9: OFF-SITE CAMPUS LOCATIONS

HUTCHINSON CENTER – BELFAST, ME

The University of Maine, Hutchinson Center is located at 80 Belmont Avenue in Belfast, Maine 04915. Established in 2000, the Hutchinson Center is a state-of-the-art University of Maine campus offering undergraduate and graduate degree courses and programs.

Contact information: Director Patricia Libby, 207.338.8020 or 800.753.9044.

The UMaine Police Department compiles this report, in cooperation with the Office of the Director of the Hutchinson Center and the Dean of the Division of Lifelong Learning. Information for this report is collected from the UMaine Community Standard, Rights, and Responsibilities Office, the Director of the Hutchinson Center, and the Belfast Police Department. This report is distributed annually by October 1.

- A. A statement of current campus policies regarding procedures and facilities for students and others to report criminal actions or other emergencies occurring on campus and policies concerning the institution's response to such reports.

The Office of the Director of the Hutchinson Center is responsible for security. It has an excellent working relationship with the Belfast Police Department. Emergency response is provided by the Belfast Police and Fire Departments, as needed. The Hutchinson Center is a single building. Whenever it is open, there is always a staff member on duty. The center has surveillance video cameras inside and outside the building. Telephones are available in every classroom, in the main office, and by the outside entrance door. Dialing 9-1-1 will contact the Belfast Dispatch Center.

Students and employees should report criminal offenses, for the appropriate law enforcement response, for a timely warning, and for statistical reporting purposes, to the Office of the Director of the center, 207.338.8000.

When a crime is reported to the Office of the Director, it will be referred to the Belfast Police Department. In addition, if the suspect is a student, there may be an inquiry through the Student Conduct Committee of the campus where the student is enrolled. If the suspect is an employee of UMaine, an inquiry may be conducted by the Office of Human Resources and/or other appropriate UMaine officials. It is the policy of the Hutchinson Center to take every report of criminal activity seriously and to take appropriate action, consistent with applicable law, and public and center safety.

Criminal activity reports are made available to those attending the Hutchinson Center from the Office of the Director on a case-by-case basis. Crime statistics are available from the Office of the Director upon request.

- B. A statement of current policies concerning security and access to campus facilities, including campus residences, and security considerations used in the maintenance of campus facilities.

The center is accessible to students and staff during scheduled hours, including evenings, weekends and



holidays, as required.

Exterior doors on the center are locked and secured after scheduled hours of operation. A building intrusion alarm system is armed whenever the last staff member leaves and is disarmed by the next entering staff member.

The Office of Director monitors the outside lighting levels on a continuous basis. Whenever a light fails, it is reported to maintenance for repair the next working day.

C. A statement of current policies concerning campus law enforcement, including:

- the enforcement authority of security personnel, including their working relationship with State and local police agencies, and
- policies which encourage accurate and prompt reporting of all crimes to the campus police and the appropriate police agencies.

The working relationship between the Hutchinson Center and local and state law enforcement personnel is excellent. This provides the center with quick responses to any request for law enforcement action and criminal investigation.

It is center policy to encourage all victims of crimes to report crimes promptly and accurately to the Office of the Director and to put victims in touch with local law enforcement officials.

D. A description of the type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

There are presently no such programs conducted at the center. Students who are degree candidates at primary campuses, such as UMaine and the University of Maine at Augusta, may take advantage of such programs at those campuses.

E. A description of programs designed to inform students and employees about the prevention of crimes.

There are presently no such programs conducted at the center. Students who are degree candidates at primary campuses, such as UMaine and the University of Maine at Augusta, may take advantage of such programs at those campuses.

F. A statement of policy concerning the monitoring and recording through local police agencies of criminal activity at off-campus student organizations which are recognized by the institution and that are engaged in by students attending the institution, including those student organizations with off-campus housing facilities.

There are no off-campus student organizations recognized by the Hutchinson Center.

G. A statement of policy regarding the possession, use, and sale of alcoholic beverages and enforcement of State underage drinking laws and a statement of policy regarding the possession, use, and sale of illegal

drugs and enforcement of Federal and State drug laws and a description of any drug or alcohol abuse education programs as required under section 1145g of this title.

The University of Maine and the Hutchinson Center view the possession, use and sale of alcohol, and substance abuse as a serious problem. Underage drinking laws are clear and violations of these laws are not tolerated. The possession, use, and sale of illegal drugs are also seen as very serious issues. Violations of state and federal drug laws are not tolerated. In compliance with the Drug-Free Workplace Act and the Drug-Free Schools and Community Act, the University publishes and distributes annually a booklet that informs all students and employees of UMaine's substance abuse policy, sanctions for violation of the policy, and state and federal alcohol and drug laws, offenses and sanctions. For a copy of the booklet "Information About Alcohol and Drugs, For Students and Employees of the University of Maine System," please contact Student Wellness Resource Center, 235 Memorial Union, Orono; 207.581.1423, or the Office of Human Resources at 207. 581.1581.

- H. Each institution of higher education participating in any program under this subchapter and Part C of subchapter 1 of chapter 34 of title 42 shall develop and distribute as part of the report described in paragraph (1) a statement of policy regarding such institution's campus sexual assault programs, which shall be aimed at prevention of sex offenses; and the procedures followed once a sex offense has occurred. The policy described in subparagraph (A) shall address the following areas: Education programs to promote the awareness of rape, acquaintance rape, and other sex offenses.

The Hutchinson Center relies on the "primary" campuses, such as UMaine and the University of Maine at Augusta, to provide such programming at their locations in Orono and Augusta. No programs are presently provided at the center.

- I. Possible sanctions to be imposed following the final determination of an on-campus disciplinary procedure regarding rape, acquaintance rape, or other sex offenses, forcible or non-forcible.

Any person found to have committed the offense of rape or sexual assault by the University of Maine Conduct Committee and/or the Maine criminal justice system will be subject to severe disciplinary sanctions to include immediate suspension or dismissal. Sanctions are listed in the University of Maine Annual Fire Safety and Security Report, a part of this document.

- J. Procedures students should follow if a sex offense occurs, including who should be contacted, the importance of preserving evidence as may be necessary to the proof of criminal sexual assault, and to whom the alleged offense should be reported.

A victim of rape or sexual assault should immediately contact the Office of the Director of the Center and/or the Belfast Police Department. All of these offices will immediately respond to assist the victim in obtaining medical attention, and then investigate the crime or assist in the police investigation. At all times, the victim's rights will be protected and the victim will have input into the course of the investigation. Counseling services will be provided if the victim is receptive to such services. UMaine counselors advise sexual assault victims of their option to report the crime confidentially to the UMaine Police Department.

- K. Victims of sexual assault are made aware of the importance of preserving evidence, which may be necessary to prove sexual assault.

Procedures for on-campus disciplinary action in cases of alleged sexual assault, which shall include a clear statement that the accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding; and both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.

The accuser and the accused will have the same rights to have others present at any hearing, including the assistance of an advisor and/or legal counsel. The accuser and the accused will both be informed of the outcome of any such hearings when a charge is a violent act. Such hearings will normally occur on the “primary” campus and not at the center.

- L. Informing students of their options to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by campus authorities in notifying such authorities, if the student so chooses.

If a rape or sexual assault is reported to any University official, the victim will be informed of their option to notify appropriate law enforcement authorities and will be assisted in doing so if they so request.

- M. Notification of students of existing counseling, mental health or student services for victims of sexual assault, both on campus and in the community.

Counseling services are provided on the UMaine campus, free of charge, to any UMaine-registered student victim of a rape or sexual assault who desires this service. Other services are available at the location and telephone numbers listed.

St. Joseph’s Hospital, Bangor, Maine	262-5000
Rape Response Services, Bangor, Maine	1-800-310-0000
UMaine Office of Equal Opportunity	581-1226
Sexual Assault Crisis and Support Center, Augusta, ME	626-0660
UMaine Community Standards, Rights and Responsibilities Office	581-1406
UMaine Office of Sexual Assault and Violence Prevention	581-1406
UMaine Counseling Center	581-1392
Partners for Peace (Formerly Spruce Run) Bangor, Maine	1-800-863-9909

- N. Notification of students of options for, and available assistance in, changing academic and living situations after an alleged sexual assault incident, if so requested by the victim and if such changes are reasonably available.

A victim of rape or sexual assault has the right to request a change in living areas or academic situations. If an immediate threat is felt by a person living in campus housing, he or she will be reassigned a room on a temporary basis until such time the threat is removed or eliminated. Arrangements have been made through Student Auxiliary Services to have immediate access to such a room on the UMaine campus. Academic changes may include distance learning options.



CRIMINAL OFFENSE AND CRIME STATISTICS

Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Murder / Non-Negligent Manslaughter	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Negligent Manslaughter	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Rape	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Fondling	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Incest	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Statutory Rape	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Robbery	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Aggravated Assault	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Burglary	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Motor Vehicle Theft	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Liquor Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0



Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Drug Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Weapons Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Arson	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0

*On Campus category includes incidents reported in Residential Facilities category

**Unf – Unfounded complaint as determined by a police officer

VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES

Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Domestic Violence	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Dating Violence	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Stalking	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0

*On Campus category includes incidents reported in Residential Facilities category

**Unf – Unfounded complaint as determined by a police officer

HATE CRIME STATISTICS

The University of Maine strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the UMaine community. The Hate Crime statistics are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exceptions to this are the addition of Simple Assault, Intimidation, and any other crime that involves bodily injury that is not already included in the required reporting categories. If a Hate Crime occurs where there is an incident involving Intimidation, Vandalism, Larceny, Simple Assault, or other bodily injury, the law requires that



the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

Note: A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, religion, ethnicity, national origin, gender identity, or disability, the assault is then also classified as a hate/bias crime.

2016: Zero hate crimes reported

2017: Zero hate crimes reported

2018: Zero hate crimes reported

LIQUOR, DRUG, AND WEAPONS JUDICIAL REFERRALS STATISTICS

Liquor, Drug, Weapon Judicial Referrals	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Liquor Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Drug Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Weapons Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0

**On Campus category includes incidents reported in Residential Facilities category*

***Unf – Unfounded complaint as determined by a police officer*

IRA C. DARLING MARINE CENTER – WALPOLE, ME

The Ira C. Darling Marine Center is located at 193 Clarks Cove Road, Walpole Maine. Facilities include modern laboratories, classrooms, conference rooms, a marine library, a flowing seawater laboratory, a dormitory and dining hall, and cottage housing. Several undergraduate and graduate courses are offered at the Darling Center each year, in addition to the Semester-by-the-Sea program. The Director is Dr. Heather Leslie (207.581.3321 or 207.563.3146) and the Safety Officer is Robbie Downs (207.581.3321 or 207.563.3146).

The UMaine Police Department compiles this report in cooperation with the Director of the Darling Center. Information for this report is collected from the UMaine Community Standards, Rights and Responsibilities Office, the Director of the Darling Center, and the Lincoln County Sheriff's Department. This report is distributed annually by October 1.

- A. A statement of current campus policies regarding procedures and facilities for students and others to report criminal actions or other emergencies occurring on campus and policies concerning the institution's response to such reports.

The Office of the Director of the Darling Marine Center is responsible for security. It has an excellent working relationship with the Lincoln County Sheriff's Department, the Maine Marine Patrol, and the Maine State Police. Emergency response is provided by the Lincoln County Sheriff's Department and by the Walpole Fire Department, as needed. Telephones are available in every building at the center, including dormitory rooms. Dialing 9 for an outside line, followed by 9-1-1 will contact the Lincoln County Dispatch Center, which will dispatch police, fire or ambulance.

Students and employees should report criminal offenses for appropriate security and law enforcement response, for a timely warning and for statistical reporting purposes, to the Office of the Director of the Center at 207.563.8299.

When a crime is reported to the Office of the Director, it will be referred to the police. In addition, if the suspect is a student, there may be an inquiry through the Student Conduct Committee of the campus the student is enrolled at. If the suspect is an employee of UMaine, an inquiry may be conducted by the Office of Human Resources and/or other appropriate UMaine officials. It is the policy of the Darling Center to take every report of criminal activity seriously and to take appropriate action, consistent with applicable law, and public and center safety.

Criminal activity reports are made available to those attending the Darling Center from the Office of the Director, on a case-by-case basis. Crime statistics are available from the Office of the Director, upon request.

- B. A statement of current policies concerning security and access to campus facilities, including campus residences, and security considerations used in the maintenance of campus facilities.

The center is accessible to students and staff during scheduled hours, including evenings, weekends and holidays, as required. Individual dormitory rooms are kept locked.



Darling Center maintenance personnel and staff monitor the outside lighting levels on a continuous basis. Whenever a light fails, it is reported to maintenance for repair the next working day.

C. A statement of current policies concerning campus law enforcement, including:

- the enforcement authority of security personnel, including their working relationship with State and local police agencies; and
- policies which encourage accurate and prompt reporting of all crimes to the campus police and the appropriate police agencies.

The working relationship between center staff and local and state law enforcement personnel is excellent. This provides the center with quick responses to any request for law enforcement action and criminal investigation.

It is center policy to encourage all victims of crimes to report crimes promptly and accurately to the Office of the Director where such reports are forwarded to the Lincoln County Sheriff's Department and the State Marine Patrol, as appropriate, and to put victims in touch with these local law enforcement officials.

D. A description of the type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

The Safety Officer presents safety programs at the center for groups of incoming students, generally once per semester. Included in the safety presentation is the charge to be responsible for the safety and security of themselves and those around them. Students who are degree candidates at primary campuses such as UMaine and UMA may also take advantage of such programs at those campuses.

E. A description of programs designed to inform students and employees about the prevention of crimes.

There are presently no such programs conducted at the center. Students who are degree candidates at primary campuses, such as UMaine and the University of Maine at Augusta, may take advantage of such programs at those campuses.

F. A statement of policy concerning the monitoring and recording through local police agencies of criminal activity at off-campus student organizations which are recognized by the institution and that are engaged in by students attending the institution, including those student organizations with off-campus housing facilities.

There are no off-campus student organizations recognized by the Darling Center.

G. A statement of policy regarding the possession, use, and sale of alcoholic beverages and enforcement of State underage drinking laws and a statement of policy regarding the possession, use, and sale of illegal drugs and enforcement of Federal and State drug laws and a description of any drug or alcohol abuse education programs as required under section 1145g of this title.

The University of Maine and the Darling Center view the possession, use, and sale of alcohol and substance abuse as a serious problem. Underage drinking laws are clear and violations of these laws are not tolerated. The possession, use, and sale of illegal drugs are also seen as very serious issues. Violations of State and Federal drug laws are not tolerated. In compliance with the Drug-Free Workplace Act and the Drug-Free Schools and Community Act, the University publishes and distributes annually a booklet which informs all students and employees of UMaine's substance abuse policy, sanctions for violation of the policy, and state and federal alcohol and drug laws, offenses and sanctions. For a copy of the booklet "Information About Alcohol and Drugs, For Students and Employees of the University of Maine System", please contact Student Wellness Resource Center, 235 Memorial Union, Orono; 207.581.1423, or the Office of Human Resources at 207.581.1581.

- H. Each institution of higher education participating in any program under this subchapter and Part C of subchapter 1 of chapter 34 of title 42 shall develop and distribute as part of the report described in paragraph (1) a statement of policy regarding such institution's campus sexual assault programs, which shall be aimed at prevention of sex offenses; and the procedures followed once a sex offense has occurred. The policy described in subparagraph (A) shall address the following areas: Education programs to promote the awareness of rape, acquaintance rape, and other sex offenses. The Darling Center relies on the "primary" campus, UMaine, to provide such programming at their location in Orono. No programs are presently provided at the center.
- I. Possible Sanctions to be imposed following the final determination of an on-campus disciplinary procedure regarding rape, acquaintance rape, or other sex offenses, forcible or non-forcible. Any person found to have committed the offense of rape or sexual assault by the University of Maine Conduct Committee and/or the Maine criminal justice system will be subject to severe disciplinary sanctions to include immediate suspension or dismissal.
- J. Procedures students should follow if a sex offense occurs, including who should be contacted, the importance of preserving evidence as may be necessary to the proof of criminal sexual assault, and to whom the alleged offense should be reported.

A victim of rape or sexual assault should immediately contact the Office of the Director of the Center, the Lincoln County Sheriff's Department or the Maine State Police. All of these offices will immediately respond to assist the victim in obtaining medical attention, and then investigate the crime or assist in the police investigation. At all times, the victim's rights will be protected and the victim will have input into the course of the investigation. Counseling services will be provided if the victim is receptive to such services. UMaine counselors advise sexual assault victims of their option to report the crime confidentially to the UMaine Police Department.

Victims of sexual assault are made aware of the importance of preserving evidence, which may be necessary to prove sexual assault.

- K. Procedures for on-campus disciplinary action in cases of alleged sexual assault, which shall include a clear statement that the accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding; and both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.



The accuser and the accused will have the same rights to have others present at any hearing, including the assistance of an advisor and/or legal counsel. The accuser and the accused will both be informed of the outcome of any such hearings when a charge is a violent act. Such hearings will normally occur on the “primary” campus and not at the center.

- L. Informing students of their options to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by campus authorities in notifying such authorities, if the student so chooses.

If a rape or sexual assault is reported to any University official, the victim will be informed of their option to notify appropriate law enforcement authorities and will be assisted in doing so if they so request.

- M. Notification of students of existing counseling, mental health or student services for victims of sexual assault, both on campus and in the community.

Counseling services are provided on the UMaine campus, free of charge, to any UMaine-registered student victim of a rape or sexual assault who desires this service. Other services are available at the location and telephone numbers listed.

Miles Memorial Hospital, Damariscotta, Maine	563-1234
St. Joseph’s Hospital, Bangor, Maine	262-5000
Rape Response Services, Bangor, Maine	1-800-310-0000
UMaine Office of Equal Opportunity	581-1226
Sexual Assault Crisis and Support Center, Augusta, ME	626-0660
UMaine Community Standards, Rights and Responsibilities Office	581-1406
UMaine Office of Sexual Assault and Violence Prevention	581-1406
UMaine Counseling Center	581-1392
Partners for Peace (Formerly Spruce Run) Bangor, Maine	1-800-863-9909

- N. Notification of students of options for, and available assistance in, changing academic and living situations after an alleged sexual assault incident, if so requested by the victim and if such changes are reasonably available.

A victim of rape or sexual assault has the right to request a change in living areas or academic situations. If an immediate threat is felt by a person living in campus housing, they will be reassigned a room on a temporary basis until such time the threat is removed or eliminated. Arrangements have been made through Residence Life and/or Auxiliary Services to have immediate access to such a room on the UMaine campus. Academic changes may include distance learning options.



CRIMINAL OFFENSE AND CRIME STATISTICS

Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Murder / Non-Negligent Manslaughter	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Negligent Manslaughter	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Rape	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Fondling	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Incest	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Statutory Rape	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Robbery	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Aggravated Assault	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Burglary	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Motor Vehicle Theft	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Liquor Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0



Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Drug Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Weapons Law Arrests	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Arson	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0

*On Campus category includes incidents reported in Residential Facilities category

**Unf – Unfounded complaint as determined by a police officer

VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES

Offense (by Hierarchy)	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Domestic Violence	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Dating Violence	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Stalking	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0

*On Campus category includes incidents reported in Residential Facilities category

**Unf – Unfounded complaint as determined by a police officer

HATE CRIME STATISTICS

The University of Maine strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the UMaine community. The Hate Crime statistics are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exceptions to this are the addition of Simple Assault, Intimidation, and any other crime that involves bodily injury that is not already included in the required reporting categories. If a Hate Crime occurs where there is an incident involving Intimidation, Vandalism, Larceny, Simple Assault, or other bodily injury, the law requires that



the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

Note: A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, religion, ethnicity, national origin, gender identity, or disability, the assault is then also classified as a hate/bias crime.

2016: Zero hate crimes reported

2017: Zero hate crimes reported

2018: Zero hate crimes reported

LIQUOR, DRUG, AND WEAPONS JUDICIAL REFERRALS STATISTICS

Liquor, Drug, Weapon Judicial Referrals	Year	On Campus *	Non-Campus	Public Property	Total/Unf**	Residential Facilities
Liquor Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Drug Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0
Weapons Law Violations Referred for Disciplinary Action	2018	0	0	0	0/0	0
	2017	0	0	0	0/0	0
	2016	0	0	0	0/0	0

**On Campus category includes incidents reported in Residential Facilities category*

***Unf – Unfounded complaint as determined by a police officer*



NOTES





Maine's Land Grant and Sea Grant University
A Member of the University of Maine System

