



## **Annual Security Report 2017**

October 1, 2018

<https://www.wccc.me.edu/about-wccc/news-info/consumer-info/>

# Campus Crime and Security Report

The information provided in this report is part of the Washington County Community College's (WCCC) commitment to campus safety, crime prevention and awareness. An informed community is a safety conscious community. Therefore, the following statistics are provided to complement WCCC's safety awareness and education efforts and to comply with and meet the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998. Effective August 1, 1991, all employees and students of the College (including all satellite locations) are strongly encouraged to report any knowledge of crimes occurring on WCCC property, property controlled (or used) by the College and/or student or employee organizations. Specific crimes covered by this policy include: murder, rape/sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, liquor law violations, drug abuse violations, weapons possessions and hate crimes\*.

**Notification to Campus Community:** Each fall, e-mail notification is made to the WCCC community (faculty, staff, and enrolled students), providing the URL <https://www.wccc.me.edu/about-wccc/news-info/consumer-info/> for the Campus Crime and Safety Report. The URL is also included on the Human Resources and Admissions Web sites to inform prospective employees and students. Questions regarding this report or to obtain a paper copy please contact the Dean of Enrollment Management and Student Services Office at (207) 454-1000. This report, including crime statistics, is updated annually and published to the campus community by October 1.

Please read the information to learn how to prevent and report crime and practice safe behavior. We ask for your assistance in making the WCCC Community a safe place to learn. **Remember that emergencies should be reported directly to Calais Police Department** who in turn, contact WCCC personnel.

## Emergency Contact Numbers:

Calais Police Department: 911 or (207) 454-2751

Calais Fire Department: 911 or (207) 454-7400

Ambulance

Emergency Call 911

Non-emergency Call 454-7400

## Internal Emergency Lines

**454-1000**

Facilities Management

454-1067

Cell:

214-4806

Cell (after 4:40 p.m.)

214-3391

Poison Control Center

1-800-222-1222

Anyone with questions regarding campus security and the Annual Security Report are encouraged to contact the Dean of Enrollment Management and Student Services Office at (207) 454-1000. Specific campus policies regarding conduct are found in WCCC's Student Handbook, catalog, housing contract, MCCS Policy and Procedure Manual, alcohol and drug flyer, and sexual harassment brochure.

## Campus Safety & Security Authority

College officials have the authority to ask persons for identification and to determine whether individuals have lawful business at WCCC. No WCCC personnel are authorized to arrest. Criminal incidents are referred to the Calais Police Department who have jurisdiction at WCCC, and to the Dean of Enrollment Management and Student Services Office for possible disciplinary action. When a WCCC student is involved in an off-campus offense, campus officials may assist with the investigation in cooperation with the local police department. The Calais Police Department routinely works and

communicates with WCCC on incidents occurring on-campus, in the immediate neighborhood and business areas surrounding our campus.

## **Annual Campus Crime Report**

**Safety and Security Information:** WCCC is a community of 500 undergraduate students and employees with 140 students living in two apartment style residence halls. The WCCC campus is located off of US Route 1 in Calais, Maine. The city of Calais has a police and fire department that responds to emergencies at WCCC. Although crimes do occur in the community and on campus, WCCC has been fortunate and has not experienced significant numbers of violent crimes. Even though WCCC strives to maintain a safe and secure environment, students and employees have a responsibility to assist in creating and maintaining safe campus. We encourage you to read the Clery Report.

**Reporting an on-campus emergency or reporting of criminal actions:** All emergency calls should be reported to 911 or Calais Police Department at (207) 454-2751 and notify them of your campus location. Please be prepared to provide your name, location, describe the situation, and a description of any suspects or vehicles involved in the incident. To report campus crimes, after they have occurred, please call the Dean of Enrollment Management and Student Services Office at (207) 454-1000. Members of the community should report all crimes on campus in an accurate and prompt manner.

**Maintenance and Security of WCCC Facilities:** WCCC is committed to maintaining a safe environment which extends to maintenance issues such as campus landscaping, lighting and door locks. Exterior lighting is maintained throughout campus. Physical Plant and Student Services routinely surveys existing lights and recommend maintenance of existing lights and requests for additional illumination, if necessary. The campus is equipped with exterior and interior cameras. Facilities continually checks for maintenance and security deficiencies and strives to maintain a safe environment. Members of the campus community are encouraged to report any deficiency to Richard Ramsey, Manager of Facilities, at (207) 454-1067.

**Access to WCCC Physical Plant and Building Security:** In addition to lighting and campus cameras, Facilities routinely checks to ensure campus building doors are secured. WCCC buildings, excluding residence halls, are accessible to members of the campus community, guests and visitors during normal operating hours Monday through Friday. Entry after normal hours is available to faculty, staff and authorized students, as determined by the appropriate academic or administrative offices. Buildings are also opened on weekends and holidays on an as-needed basis. All residence halls, which are apartment style, are secured 24/7 with a keys issued to each residential student.

**Campus Daily Crime Log:** The Office of Residence Life and the Dean of Enrollment Management and Student Services Office retains the Campus Daily Crime Log.

## **Timely Warnings and Emergency Notifications**

WCCC is responsible for campus safety on campus. Emergency response to campus is provided by fire, rescue and other emergency services from the community as well as county and state emergency response.

**Timely Warnings:** In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery), WCCC will post timely warnings to notify community members about serious crimes that occur on campus. Having knowledge of such crimes will assist the community members in making informed decisions about their personal safety and in preventing or reducing the risk of future crimes. These warnings are posted if there is a serious crime on campus that constitutes an

ongoing and/or continuing threat to the community. Timely warnings are not issued for crimes where the suspect(s) has been apprehended. The decision to issue a timely warning is decided on a case by case basis in compliance with the Clery Act. The decision is made by the Dean of Student and Enrollment Services or designee. A timely warning will take into account available facts, whether the crime is considered serious, a continuing threat to the community, and/or the possible risk of compromising law enforcement. A timely warning will not include identifiable information of a victim. WCCC considers issuing a timely warning for the following incidents: criminal homicide, sex offenses, aggravated assault, robbery, burglary, motor vehicle theft, major incidents of arson, and other crimes as determined necessary by the President or designee(s).

**Timely Warnings and Updates Distribution:** Procedures and mechanisms to notify the campus community are in place including the use of the Rave Alert System.

**Emergency Notifications:** Unlike Timely Warnings, Emergency Notifications are used when there is an emergency that is not a Clery crime category. Procedures and mechanisms to notify the campus community are in place and include the use of the Rave Alert System and Vigilance System.

### **Law Enforcement Authority and Interagency Relationship**

State laws require that WCCC officials must report certain crimes including child and elder abuse, among others. WCCC has a working relationship with the Calais Police Department. In addition, there is a duty on the part of the employees at WCCC (who are not exempt by due to State Law—e.g. counselors, pastors) to report disclosures of sexual harassment, sexual assault, stalking, and domestic violence that occurred on campus property and/or involved a WCCC community member to the Title IX Coordinator. Student incidents should be reported to the Associate Dean of Student Affairs and Retention—Title IX Coordinator at (207) 454-1000.

### **Alcohol and Drugs & Educational Programs and Resources**

All students, faculty and staff should be familiar with the Maine State Laws, the Student Code of Conduct, and Washington County Maine Community College's policies pertaining to drugs and alcohol. Violation of the laws, codes or policies may result in referral to the alcohol and drug awareness program; termination of residence hall contracts; disciplinary action, including possible dismissal from school programs; and/or legal action. Students, faculty and staff are not permitted to possess and/or consume alcoholic beverages anywhere on the WCCC campus. This applies to any and all functions open to the public such as entertainment, dances, athletic events, and any out-of-doors activities on any part of the campus. This policy also applies to the residence halls where compliance with the section of the Alcohol Policy is the joint responsibility of the room occupant(s) and any visitor(s). Special community events may have alcohol served, only at the discretion of the College President. WCCC residence halls are chemical free. Students in violation of this policy may be dismissed from the halls. Intoxication on the campus will not be tolerated. Any person who is observed to be "under the influence" will have disciplinary action taken against him/her.

Due to the statistics concerning drinking and driving and due to the strict drunk driving law in the State of Maine, WCCC is committed to preventing intoxicated persons from driving. WCCC students, staff and faculty are encouraged to do everything possible to prevent an intoxicated person from driving. Commuters and other guests who visit the residence halls are expected to be familiar with rules and regulations. Intoxication will not be accepted as a defense or excuse for disorderly conduct and/or damage to property on campus. Students who appear unable to safely use dangerous equipment in the respective technology labs or shops will be asked by faculty to leave the area and may be required, at the request of the faculty, to meet with the off campus counselor for further assessment before being

allowed to return to the shop or lab. Resident Assistants, Resident Directors, members of the Dean of Enrollment Management and Student Services Office and WCCC administration have the right to inspect bags or packages on campus that they suspect may contain alcohol and/or drugs. Residents are not allowed to store containers (full or empty) of beer or alcohol in their rooms in the residence halls. Residents are not allowed to display alcohol containers or other alcohol/drug paraphernalia in the windows or on the doors of the rooms. No possession or consumption of controlled substances is permitted on campus in accordance with State Laws. Non-residents may not transport alcohol into the residence halls. This applies to all non-residents regardless of age. Any individual using illegal drugs (including alcohol for those not legally sanctioned), or abusing legal drugs, will not be exonerated from the legal consequences of their action. An individual is expected to assume responsibility for his/her own behavior while drinking or using any drug and must understand that being under the influence in no way lessens his/her accountability. For more information concerning WCCC's Alcohol and Drug Policy, please see the 2018-2019 Student Handbook.

### **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, WCCC does not permit medical use of marijuana anywhere on campus.

WCCC does not offer formal substance/alcohol abuse counseling. Students who have alcohol or other substance abuse issues are strongly encouraged to contact their medical provider, a certified substance abuse counselor, or, if in crisis, the Maine Statewide Crisis Hotline at 1-888-568-1112. Students who need assistance in finding a mental health/substance abuse issues may contact the Dean of Enrollment Management and Student Services Office at (207) 454-1000.

### **Safety and Awareness Programs**

Security awareness and crime prevention programs are part of WCCC's effort to provide a safe environment for students and employees. The College's educational and crime prevention efforts are based upon the concepts of eliminating or minimizing criminal opportunities whenever possible, 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 awareness and prevention programs:

- **Electronic Material:** Sexual harassment brochures are provided electronically to all students, faculty, and staff along with the Clery Reporting information.
- **Residence Hall Safety:** A variety of programs are offered for students living in the residence halls covering topics on safety awareness, sexual assault and date rape prevention, dating violence, stalking, and domestic violence, fire safety, drug and alcohol awareness programs, and mental health. Prevention is stressed but response to these concerns is also an important consideration.
- **Fall Orientation:** Sessions at fall orientation address the Maine Community College System policies, WCCC procedures, and sexual misconduct policies.
- **Sexual assault, dating violence, domestic violence, and stalking educational campaigns** are held throughout the year.

### **Campus Safety Tips**

Please keep your eyes and ears open for campus safety, criminal activity, and things that appear suspicious.

- Don't allow technology such as cell phones, tablets, and MP3 players to distract you.
- Walk with a friend or a group of friends. OR Call Campus Safety for assistance.

- Make sure to lock your car and room.
- Remember to call 911 in an emergency.
- Never take a drink from someone you do not know.
- Never ingest anything from someone you don't know or know what the item is.
- Keep emergency contacts on you.

## Missing Person

The following policy meets the requirements of the Higher Education Opportunity Act of 2008 (HEOA).

**Emergency Contact:** Residential students must provide information for an emergency contact.

**Missing Student:** A missing student is determined to be missing when the Dean of Enrollment Management and Student Services or designee determines that a student has been missing for more than 24 hours without any known reason.

**Missing Residential Students:** If a member of the WCCC campus community has reason to believe that a student who resides in on campus housing is missing they should immediately notify the Office of Residence Life or On-Call Professional phone at (207) 214-2914. The on-call professional staff will work with Campus Safety to determine whether or not a student is missing. After investigating the missing person report, should the Office of Residence Life or member of the Dean of Enrollment Management and Student Services staff determines that the student is missing and all available means have been reached to contact the student including the emergency contact; the on-call professional will contact the Calais Police Department. If the missing student is under the age of 18 and is not emancipated, the Dean of Enrollment Management and Student Services or designee will notify the student's parent or legal guardian immediately.

## Information Concerning Sex Offenders Under Section 14071 (j) of Title 42

The Calais Police Department maintains a list of registered sex offenders in the Calais community. Anyone desiring information on a specific known sex offender may receive that information by contacting the Calais Police Department at (207) 454-2751. A date of birth of the sex offender will be required. The State of Maine maintains a list of registered sex offenders. The list is readily available on-line at the Maine Sex Registry (<http://sor.informe.org/sor/>). Anyone without internet access who desires a complete list of the State's registered sex offenders may do so by submitting, in writing, a request to: State Bureau of Identification Attn: SOR 36 Hospital Street Augusta, ME 04333 Anyone desiring information on a specific known sex offender may receive that information by contacting the State Bureau of Identification at (207) 624-7100. A date of birth of the sex offender will be needed.

## Notice of Non-Discrimination

The Maine Community College System (MCCS) does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation and/or preference, disability, or age or marital, parental or veteran's status in its programs and activities. Inquiries about the Colleges' compliance with, and policies that prohibit discrimination on these bases may be directed to:

*Affirmative Action Officer at the respective College or the MCCS Human Resources Director,  
323 State Street, Augusta, ME 04330, telephone 207.629.4000, fax 207.629.4048, internet  
[www.mccs.me.edu](http://www.mccs.me.edu) or [aao@mccs.me.edu](mailto:aao@mccs.me.edu);*



*United States Department of Education, Office for Civil Rights, 33 Arch Street, Suite 900, Boston, MA 02110, telephone 617.289.0111, TTY/TDD 617.289.0063, fax 617.289.0150, e-mail [OCR.Boston@ed.gov](mailto:OCR.Boston@ed.gov), Internet <http://www.ed.gov/about/offices/list/ocr/index.html?src=oc>;*

*Maine Human Rights Commission (MHRC), 51 State House Station, Augusta, ME 04333-0051, telephone 207.624.6050, TTY/TDD 207.624.6064, fax 207.624.6063, Internet <http://www.state.me.us/mhrc/index.shtml>;*

*Equal Employment Opportunity Commission, 475 Government Center, Boston, MA 02203, telephone 617.565.3200 or 1.800.669.4000, TTY 617.565.3204 or 1.800.669.6820, fax 617.565.3196, Internet <http://www.eeoc.gov/>.*

## **WCCC Procedure on Sexual Misconduct**

The College strongly recommends that all victims seek immediate medical assistance. A victim may have internal or external injuries and may need treatment for disease or infection. Additionally, the College strongly recommends that all victims seek counseling and emotional assistance. A full range of support services can be initiated through Sexual Assault Response Services of Southern Maine by calling 1-800-313-9900 or domestic violence resources by calling 1-866-834-4357.

### **Maine Community College System: Student Affairs: Student Sexual Misconduct and Assault Section 501.1**

**PURPOSE: To define and proscribe non-consensual sexual activities between students**

#### **A. Introduction**

Certain sexual activities can produce emotional and physical distress and constitute violations of criminal law. Other sexual activities can produce significant regrets or misunderstandings. The purposes of this procedure are to notify students of their responsibilities when engaging in sexual activities, and to protect students from those who do not meet these responsibilities. This procedure supplements the MCCS Student Code of Conduct (“Code”) by defining the nonconsensual sexual activities that constitute violations of the Code; explaining the procedures that will apply to the handling of such alleged violations; and providing important additional information to all students. The intention is to inform students in detail of their responsibilities under the Code, and to assist the Colleges in investigating and resolving cases alleging such violations.

#### **B. Personal Responsibilities**

In addition to the responsibilities students have under the Code of Conduct and this procedure, students are strongly advised to heed numerous other personal responsibilities. In order to avoid the problems identified above, as well as problems related to unwanted pregnancies, sexually transmitted diseases and other personal difficulties, all students are advised to:

1. Pursue or permit sexual activities of any kind only with a person with whom there is an established relationship;
2. Pursue or permit sexual activities of any kind only while not under the influence of drugs or alcohol; and
3. Communicate expressly, at the time of possible sexual activities, their respective desire, comfort and clear agreement to engage in any sexual activities at such time, and communicate the specific activities to which they consent.

#### **C. Definitions**

For purposes of this procedure, the following terms have the following meanings.

1. **“Reliable Consent”** means a person’s:
  - a. Voluntary agreement;
  - b. Communicated by words;
  - c. At the time of the sexual activity;
  - d. To engage in each of the sexual activities at issue in a given case.  
Such agreement must be expressly requested and, if given, expressly stated. Current agreement must not be assumed or inferred from previous instances when reliable consent was given by the Complainant. Agreement from a person who is visibly intoxicated or otherwise impaired shall not be regarded as reliable consent. Agreement to engage in one sexual activity (such as a touching) is not agreement to engage in a different sexual activity (such as an act). Agreement can be withdrawn at any time and, if so withdrawn, the sexual activity shall stop.
2. **“Acquiescence”** means a person’s submission to engaging in one or more sexual activities without communicating either an express verbal agreement or an express physical or verbal objection.
3. **“Sexual misconduct”** means the following where there is no reliable consent:
  - a. **“Sexual touching,”** which means any intentional touching of the breasts, buttocks, groin or inner thigh, directly or through clothing, and for the purpose of arousing or gratifying sexual desire; or
  - b. **“Sexual contact,”** which means any intentional touching of the genitals or anus, directly or through clothing, other than as would constitute a sexual act, for the purpose of arousing or gratifying sexual desire or for the purpose of causing bodily injury or offensive physical contact; or
  - c. **“Sexual act,”** which means any intentional act done for the purpose of arousing or gratifying sexual desire when that act involves direct physical contact between the:
    - 1) Genitals of one and the mouth or anus of another; or
    - 2) Genitals of one and the genitals of another; or
    - 3) Genitals or anus of one and an instrument or device manipulated by another person.
4. **“Sexual assault”** means any sexual misconduct as defined above where, at the time of the sexual activity, the Complainant:
  - a. Expressly communicated by words or physical act(s) a timely objection; or
  - b. Was visibly intoxicated or otherwise visibly impaired; or
  - c. Was unconscious, incapacitated, or otherwise unaware that sexual activity was occurring or about to occur; or
  - d. Was placed in reasonable fear of physical injury or other harm because of the Respondent’s use or threatened use of physical force or other harm.
5. **“Complainant”** means a person who believes he or she experienced sexual misconduct or assault by student.
6. **“Respondent”** means a student accused of sexual misconduct or assault.
7. **“Retaliation”** means pressuring a person to drop or support a complaint or to provide false or misleading information; pressuring a person to participate or refrain from participating as a witness in a proceeding; or engaging in conduct that may reasonably be perceived to affect adversely that person's educational, living, or work environment for making a good-faith report or participating in good faith in an investigation.

#### **D. Prohibited Conduct**

It is a violation of the Student Code of Conduct for a student to intentionally engage in sexual misconduct or sexual assault, or to retaliate against a person who in good faith reports or participates in an investigation under this procedure. A student may be found responsible for retaliation even if not found responsible for the underlying alleged sexual misconduct or assault.

#### **E. Reports to a College**

1. **When to Report.** Students are advised to report allegations of sexual misconduct or sexual assault immediately or as soon as possible.
2. **Where to Report.** To ensure the most prompt response, reports should be given to the Dean of Students and/or Enrollment Services. Any other employee who receives such a report shall immediately share the report with the Dean of Student and/or Enrollment Services.



3. **What to Report.** A complaint may be made orally or in writing, and should be as specific as possible. A report should disclose the identity of the person(s) alleged to have engaged in the sexual misconduct or sexual assault, and the location(s), date(s) and description of the alleged acts. A College cannot take complaints “off the record.” Once a College receives such information, it has a duty to investigate and possibly take action even if, at the time of the complaint, the Complainant does not want the College to do either. Unless the Complainant signs a written statement specifying withdrawal of the complaint, the Complainant may not be deemed to have withdrawn her or his complaint.
4. **False Reports.** It is a violation of the Code for any student to intentionally file a report of any kind with a College official when the student knows that such report, by fabrication or material embellishment, is false.

#### **F. Information Provided to a Complainant at the Time of a Report**

At the time of a report to the Dean of Student and/or Enrollment Services, the College shall provide to the Complainant a copy, or hypertext links to copies, of the Code, this Procedure and the Appendices to this Procedure. Students are hereby advised of the following:

1. **Preserving Evidence.** It is important to preserve physical evidence in order to help prove a criminal sexual assault, stalking, domestic violence, other acts of violence occurring within a dating relationship, or to help obtain a protective order;
2. **Confidentiality.** The College uses best efforts to protect the confidentiality of the identity and allegations involved in a report, including keeping all records confidential to the extent permissible by law. Information regarding sexual misconduct or assault reports, and any investigation or review of those reports, including sanctioning determinations, will be shared among College officials with a legitimate educational interest or with external individuals or entities only on a need-to-know basis and only as permitted by College policy and applicable law. A College will be required to disclose the Complainant’s name, statements and allegations to the Respondent. A College may choose to comment publicly, in writing or otherwise, to the extent permitted by law, regarding the decision reached if, in the judgment of the College, the best interests of the community would be served by such a disclosure. If possible and appropriate, the anonymity of the student(s) involved will be protected;
3. **Counseling, Health and Mental Health Services.** Counseling, health and mental health support services are available either on campus or in the area. A list of such services is attached in the *Appendix* to this procedure;
4. **Law Enforcement.** The complainant has the right to contact, and file a criminal complaint with, the police. A list of such authorities is attached in the *Appendix*. The police can advise and assist with the Complainant’s option to request from a court that a temporary or permanent restraining order, or other protection or nocontact order be issued against an alleged offender; and
5. **Victim Advocacy and Legal Assistance Services.** Victim advocacy and legal assistance services are also available. A list of such services is attached in the *Appendix*.

#### **G. Investigations**

The College shall use the Code of Conduct in conducting an investigation of reports or allegations of sexual misconduct or sexual assault.

#### **H. Interim Steps While an Investigation is Conducted**

A College shall consider what interim steps, if any, should be taken until the investigation and findings are complete. Such steps include, for example, changing the affected student(s) academic, living, transportation, and working situations if requested and reasonably available.

#### **I. Participation during Proceedings**

Consistent with the Code, both the Complainant and the Respondent shall have the same opportunity to have others present during internal disciplinary proceedings, including the opportunity to be accompanied to related meetings by an advisor of their choice.

#### **J. Outcomes**

At the time that the College makes its final findings, the College shall in writing notify simultaneously the Complainant and Respondent of:

1. Whether the Respondent was found to violate the Code and, if so, the provisions violated and discipline imposed; and
2. The Respondent's and Complainant's rights under the Code to appeal the findings and any discipline.

#### **K. Discipline**

A violation of this procedure shall result in discipline under the Code. Because of the wide range that can exist between cases of violent misconduct and cases of poor communication, the following guidelines shall assist Colleges in determining the appropriate discipline for each case.

1. **Sexual Assault vs. Sexual Misconduct.** Findings of sexual assault shall be regarded as more severe than findings of sexual misconduct.
2. **Types of Sexual Misconduct.** Findings of a sexual act shall be regarded as a more severe form of sexual misconduct than findings of sexual contact, and findings of sexual contact shall be regarded as a more severe form of sexual misconduct than findings of sexual touching.
3. **Cases of Acquiescence.** Findings that a student did not obtain express verbal agreement and instead relied upon mere acquiescence shall be regarded as important but less severe than cases involving sexual assault.
4. **Repeat Violators.** Findings that a student was previously found responsible for sexual misconduct or sexual assault shall be regarded as more severe than a first offender.

#### **L. Retaliation**

The College will take appropriate steps to ensure that a person who in good faith reports or participates in an investigation under this procedure will not be subjected to retaliation by the Respondent or others. Anyone who has experienced retaliation is strongly encouraged to report that concern using the procedures in *Section C* above.

#### **M. Protective Orders**

Complainants have the right to request from a court that a temporary or permanent restraining order, or other protection or no-contact order be issued against an alleged offender. Only the police, and not College security, have the authority to enforce such an order by arresting a person who violates the order. The Complainant should, therefore, promptly inform the Dean of Student and/or Enrollment Services if such an order is obtained so that the College may be better prepared to more promptly contact the police if necessary.

#### **N. Primary Authority and Annual Training**

The Dean of Student and/or Enrollment Services at each college shall have primary responsibility for overseeing the application of this procedure. The Deans shall ensure that Disciplinary Officers, Resident Directors, Resident Assistants, Disciplinary Committee Members and other pertinent employees are annually informed about this procedure. The Deans shall further consult with the MCCS General or Assistant Counsel on questions arising under, or recommendations to improve, this procedure.

#### **O. Other**

Nothing in this procedure shall be construed to confer a private right of action upon any person to enforce the provisions of this procedure.

#### **P. Appendices**

The Appendix of services and authorities referenced in *Section F* above is attached to this procedure.

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REFERENCES: 20-A M.R.S.A. §12706(7); The Campus SaVE Act (§304 of the re-authorized Violence Against Women Act of 2013 (VAWA); 20 U.S.C. §1092(f)(8) (Clery); MCCS Policies 501 and 807; MCCS Procedure 501.2

DATE ADOPTED: June 24, 2014

DATE(S) AMENDED: \_

# SEXUAL ASSAULT SUPPORT SERVICES

## **Maine Coalition Against Sexual Assault (MeCASA)**

24 hour statewide sexual assault crisis and support line  
1-800-871-7741 (voice) 711 (Maine Relay)

## **AMHC Sexual Assault Services**

Aroostook, Hancock & Washington Counties  
(207)-498-6431  
[www.amhc.org](http://www.amhc.org)

## **Other Maine-based Sexual Violence Services**

### **Maliseet Domestic Violence and Sexual Assault Program**

(207) 532-6401

### **Penobscot Nation, Domestic Violence and Sexual Assault Services**

(207) 817-7498

### **Passamaquoddy Peaceful Relations**

1-877-853-2613

## **National Resources**

**National Sexual Assault Hotline:** 1-800-656-HOPE

**National Sexual Assault Online Hotline:** <https://ohl.rainn.org/online/>

For a list of resources with particular focus on the needs of LGBTQ persons, see:

<http://barcc.org/information/resources-online/glb>

# 2017 Clery Reported Crimes & Report

**Explanation of Crime Statistics:** These charts include offenses that were reported to WCCC staff and to WCCC officials who have responsibilities for student and campus activities. These offenses are compiled in accordance with the provisions of the Jeanne Clery Disclosure of campus Security Policy and campus Crime Statistics Act-- <https://www.fbi.gov/services/cjis/ucr>.

For Clery Act reporting, crimes must be reported according to the FBI's Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions that are used are from the FBI's National Incident-Based Reporting System (NIBRS).

**Murder/Non-Negligent Manslaughter:** The willful (nonnegligent) killing of one human being by another. NOTE: Deaths caused by negligence, suicides, accidental deaths, and justifiable homicides are excluded. Assaults to murder and attempts to murder should be classified as aggravated assault.

**Negligent Manslaughter:** The killing of another person through gross negligence.

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

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

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

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

## Sex Offenses

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

**Fondling:** The touching of the private body parts of another person for the purposes 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:** Nonforcible sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.

**Statutory Rape:** Nonforcible sexual intercourse with a person who is under the statutory age of consent.

## **Other VAWA Offenses**

**Domestic Violence:** Includes misdemeanor and felony crimes of violence committed against a victim when the offender is the spouse of the victim, a former spouse of the victim, or an intimate partner of the victim, or has a child in common with the victim. Domestic violence also includes misdemeanor or felony crimes of violence when the victim is a minor subject to the control of the offender, or is an incapacitated individual subject to the control of the offender.

**Dating Violence:** Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

**Stalking:** A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress. Note: the physical location of the course of conduct or portions of it does not matter.

## **Hate Crimes**

A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a performed negative opinion or attitude towards a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin or gender identity. **For Clery purposes, hate crimes include any of the above offenses (minus nonnegligent manslaughter) and the addition of the categories below.**

**Larceny:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

**Vandalism:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**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.

## **Arrests and Referrals for Disciplinary Action**

The third category of crime statistics is the number of arrests and the number of referrals for disciplinary action for the categories listed below. Please note, these statistics are based on violations of the law, and not WCCC policies that resulted in the disciplinary referral.

**Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

**Drug Abuse Violations:** The violation of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or

cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Liquor Law Violations:** The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Institution: Main Campus (161581001)  
User ID: C1615811

## Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.				
Criminal offense	Total occurrences On campus			
	2015	2016	2017	
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0	0
c. <u>Rape</u>	0	0	0	0
d. <u>Fondling</u>	0	0	0	0
e. <u>Incest</u>	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0
g. <u>Robbery</u>	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0
i. <u>Burglary</u>	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0
k. <u>Arson</u>	0	0	0	0

## Criminal Offenses - On-campus Student Housing Facilities

Of those criminal offenses reported to have occurred On Campus, enter the number that occurred in On-campus Student Housing Facilities.				
Criminal offense	Total occurrences in On-Campus Student Housing Facilities			
	2015	2016	2017	
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0	0
c. <u>Rape</u>	0	0	0	0
d. <u>Fondling</u>	0	0	0	0
e. <u>Incest</u>	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0
g. <u>Robbery</u>	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0
i. <u>Burglary</u>	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0
k. <u>Arson</u>	0	0	0	0

## Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.				
Criminal offense	Total occurrences on Public Property			
	2015	2016	2017	
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0	0
c. <u>Rape</u>	0	0	0	0
d. <u>Fondling</u>	0	0	0	0
e. <u>Incest</u>	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0
g. <u>Robbery</u>	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0
i. <u>Burglary</u>	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0
k. <u>Arson</u>	0	0	0	0



## Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes									
	2017 Total	Category of Bias for crimes reported in 2017								
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes									
	2016 Total	Category of Bias for crimes reported in 2016								
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes									
	2015 Total	Category of Bias for crimes reported in 2015								
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0

i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

# Hate Crimes - On-campus Student Housing Facilities

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in On-Campus Student Housing Facilities. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes									
	2017 Total	Category of Bias for crimes reported in 2017								
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes									
	2016 Total	Category of Bias for crimes reported in 2016								
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes									
	2015 Total	Category of Bias for crimes reported in 2015								
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0

h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0



## Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes								
	2017 Total	Category of Bias for crimes reported in 2017							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes								
	2016 Total	Category of Bias for crimes reported in 2016							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes								
	2015 Total	Category of Bias for crimes reported in 2015							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0

h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	1	1	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

## VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2015	2016	2017
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	1

## VAWA Offenses - On-campus Student Housing Facilities

For each of the following crimes, enter the number reported to have occurred in On-campus Student Housing Facilities.

Crime	Total occurrences in On-campus Student Housing Facilities		
	2015	2016	2017
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	1

## VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2015	2016	2017
a. <u>Domestic violence</u>	0	0	4
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

## Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of Arrests		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

## Arrests - On-campus Student Housing Facilities

Of those Arrests for crimes that occurred On Campus, enter the number of crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of Arrests		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

## Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of Arrests		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	1
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	1



## Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	1	0	1
b. <u>Drug abuse violations</u>	2	5	2
c. <u>Liquor law violations</u>	7	14	17

## Disciplinary Actions - On-campus Student Housing Facilities

Enter the number of persons referred for disciplinary action for crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	1	0	1
b. <u>Drug abuse violations</u>	2	4	2
c. <u>Liquor law violations</u>	7	14	17

## Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of persons referred for Disciplinary Action		
	2015	2016	2017
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

## Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2015	2016	2017
a. <u>Total unfounded crimes</u>	0	1	0

# Fire Safety Report and Prohibited Conduct

## Emergency Procedure for Fire or Explosion

- Remain calm.
- If a fire or an explosion occurs, EVACUATE IMMEDIATELY! If the alarm is not going off and there is a fire, pull the fire alarm station on your way out of the building and call 911.
- If able, please provide assistance to others if you can do so safely.
- Evacuate the building using your primary exit route. The primary route is located on the back of your residence hall door.
- Use only the stairs. Do not use the elevator.
- If possible, close the door and windows behind you.
- If smoke is an issue, crawl on the floor and remain low to escape the smoke. If you are not able to exit your room, seal your door and room. Call for help via phone and notify 911 with your location and room number.
- Move to the designated location.
- Provide information to emergency personnel.
- Do NOT reenter the building until cleared by the emergency personnel.
- Please see: <https://www.wccc.me.edu/wp-content/uploads/Fire-safety-procedures.pdf> for detailed information.

## Persons with Disabilities

- If you are unable to evacuate remain calm. Inform 911 of the nature of your disability, any special needs that you have and where you will wait for help. These are the areas that will be searched first by personnel responding to the emergency. (Note: A list of students with disclosed disabilities living in the residence halls will be maintained by residence hall staff.)

## Fire Safety Equipment

At WCCC each of our residence halls has a fire suppression system, fire rated doors, an audible and visual alarm system, and is fully sprinkled. The fire alarm system is tested annually. In addition to the fire safety systems, every residence hall has fire extinguishers.

## Fire Alarm: All alarms should be treated as an emergency.

Students are required to read and understand all fire evacuation procedures located on the back of their residence hall room door. In the event of a fire alarm, you should assume there is a fire and exit the building by the shortest route, as quickly as possible. You **MUST** remain outside the building and away from entrance eaves until the re-entry signal is given by Residential Education, or the Calais Fire Department. In all cases, the Calais Fire Department will be summoned to campus to inspect the residence hall. They will be assisted by the residential staff, which is trained in this area. Please note, residents are not allowed to return to the building once exited.

If you believe a resident is trapped in the building, please provide their name and location immediately to 911 or the professional staff member. **DO NOT REENTER the BUILDING!** Students are encouraged to contact their parents to let them know they are safe. The fire equipment provided in the residence halls (alarms, smoke and heat detectors, and extinguishers) is provided for use in emergency situations. Tampering with this equipment is a very serious matter and will lead to campus disciplinary action and possible legal action. Strict disciplinary action will be taken if a student is found in violation of fire safety regulations. In addition, any student who interferes or disobeys a local fire department official when in the building is subject to legal action. In each residence hall room there is a map for

evacuation and a sticker with emergency numbers. These items should not be removed from the door or vandalized. If these items are tampered with, it will lead to campus disciplinary sanctions.

**Prohibited Fire Activates:** The Student Code of Conduct prohibits “conduct that disregards the welfare, health or safety of the College community, which includes, but is not limited to: 1) assault, harassment or intimidation; 2) *false reports of fire or other dangerous conditions*; 3) *unauthorized use or possession of weapons, explosive components or chemicals, including fireworks, firearms, explosives, gas or compressed air*; 4) disturbing authorized activities or the peaceful operation of the College; 5) use, possession, sale or distribution of alcoholic beverages or drugs as prohibited by law or College policy; 6) being under the influence or knowingly in the presence of drugs or alcohol while on College property or at College related events; 7) *action prohibited by health or safety regulations*; 8) *creation of a fire hazard or other dangerous condition*; 9) restriction of vehicular or pedestrian traffic flow into or out of College property or facilities; 10) action that produces mental or physical discomfort, embarrassment, harassment or ridicule to any member of the College community; 11) intentionally placing a person or persons in reasonable fear of physical harm; 12) lewd or indecent behavior; 13) *tampering with fire or safety equipment*; 14) parking violations; 15) disobeying the lawful order of College personnel; and/ or 16) *any other conduct that threatens or endangers the health or safety of one’s self or others*.”

All members of the WCCC community are encouraged to report any known residence hall fire circumstances to Facilities (Ext. 1067 or (207) 454-1067), any Resident Director or Resident Assistant or a member of the Dean of Enrollment Management and Student Services at (207) 454-1000.

**Supervised Fire Drills and Training:** Supervised unannounced fire drills are conducted for each residence hall by WCCC staff. All residential staff receive fire safety and emergency action plan training and are responsible for covering these policies and procedures with residents during the opening community meetings.

### **Residence Hall Fire Statistics**

WCCC takes all evidence of fires and burn marks very seriously. Each and every time a fire or burn markings are reported to Facilities an investigation is done. For purposes of compliance with the Higher Education Opportunity Act of 2008 the University is instructed to report every incident which meets the following definition of a fire.

For the purpose of fire safety reporting a *fire* is “*any instance of open flame or other burnings in a place not intended to contain the burning or in an uncontrolled manner.*” The following statistics represent the total number of fires, the cause of each fire for each residence hall. Separately each and every reported fire is individually explained at the end with the following information: Cause of the Fire, Number of Deaths related to the Fire, Number of Injuries that required Treatment at a Medical Facility, and Value of Property damage related to the Fire.

# 2018 Campus Safety and Security Survey

Institution: Main Campus (161581001)

User ID: C1615811

## Fires - Summary

Summary of Fires									
Name of Facility	2015			2016			2017		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Upper Residence Hall	0	0	0	0	0	0	0	0	0
Lower Residence Hall	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0