

PROCEDURE ON SEXUAL ASSAULT

Any behavior that constitutes a sexual assault under this policy will subject the offender to disciplinary action, up to and including dismissal, whether or not criminal charges are filed and without regard to whether the conduct occurred on or off campus. In addition, sexual assault, rape and other sexual offenses are illegal under Maine criminal statutes and may be separately prosecuted in a court of law.

Sexual assault occurs when a person performs or compels another person to perform any sexual act or to have any form of sexual contact without consent. Rape is a specific kind of sexual assault that involves any vaginal, oral, anal, or urethral penetration with any body part or object without consent. Consent requires mutually understandable and communicated words and/or actions demonstrating agreement to participate in the proposed sexual act. Failure to object does not constitute consent. Consent does not exist where it is not expressly given. Consent cannot be given by a person with a mental impairment (ex. from alcohol or drug use), or when the victim is physically helpless (ex. when asleep or incapacitated). Consent can also not be given where there are threats or intimidation. Attempted sexual assault or rape occurs when a person intends to commit the offense and engages in conduct that could lead to it.

The College can refer victims of sexual offenses to counseling support and police assistance, if desired. Care and consideration of the victim's wishes will be taken into account throughout the intervention process. Individuals who feel that they are victims of any sexual offense are urged to file a complaint with the Calais Police Department and with the Associate Dean of Students or Dean of Students.

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 the Sexual Assault Crisis Center by calling (800) 871-7741.

WCCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct and are prompt, fair, and impartial. The College's procedures for disciplinary action in cases that involve sexual offenses comply with the Higher Education Amendment (HEA) of 1992. In those cases required by the HEA, the accuser and the accused are entitled to the same opportunity to have others present during the investigative interview and/or during an Appeal Committee hearing and attendant proceedings. For further information about the disciplinary system, contact the Associate Dean of Student Affairs & Retention at (207) 454-1012.

REGISTERED SEX OFFENDERS

In compliance with the Campus Sex Crimes Prevention Act of 2000, members of the WCCC community may contact the Maine Sex Offender Registry at their website <http://sor.informe.org/sor/> for information concerning registered sex offenders.

COLLEGE PROCEDURES FOR INVESTIGATING AND RESOLVING A TITLE IX COMPLAINT

Below is a summary of the process for allegations that meet the Title IX definition of sexual harassment. Allegations that meet Title IX definition must contain:

- Alleged conduct that constitutes sexual harassment if proved;
- Alleged conduct was against a person in the United States;
- Alleged conduct was against a person participating, or attempting to participate, in a WCCC educational program or activity; or
- Alleged conduct was at a WCCC location, during a WCCC activity or program, or when WCCC had substantial control over both the respondent and the context.

Students, faculty, and staff are advised to report allegations of sexual harassment immediately, or as soon as possible. Reports can be made via mail, email, phone, web form, or in person. Reports should be made to the Title IX coordinator, Tyler Stoldt at tstoldt@wccc.me.edu or (207) 454-1032.

If allegations meet that Title IX definition, then the ensuing investigation and resolution of a Title IX complaint will include the following elements:

- Supportive measures offered to a person at the time of a report
- Notice of formal complaint to the complainant and the respondent
- Emergency removal of respondent (if necessary)
- Informal resolution (only if both parties agree)
- Investigation: The investigation has 60 days from the filing of formal complaint to a draft report. Final report due to all parties 10 days before a live hearing.
- Live hearing
- Findings: Both parties shall be notified simultaneously in writing and provided with the written findings.
- Appeals: The president or designee shall simultaneously issue a written decision to both parties with the result of the appeal and the rationale for the decision.

Decision Maker, in accordance with this Procedure and the MCCS Rules for Title IX Live Hearings and shall use the preponderance of the evidence standard.

View the complete procedure of investigating and resolving a Title IX complaint.

COLLEGE PROCEDURES FOR INVESTIGATING AND RESOLVING SEXUAL HARASSMENT COMPLAINT NOT MEETING TITLE IX DEFINITIONS

Below is a summary of the process for allegations that do not meet the Title IX definition of sexual harassment. Individuals who believe that they are victims of sexual harassment must contact the Title IX Coordinator. The Title IX Coordinator will determine the applicable procedure after review of the allegations.

The investigation and resolution will have the following elements:

- Informal procedure (only if both parties agree)
- Within ten working days of receiving the complaint
 - Meet with complainant to discuss the complaint
 - Provide notice to the respondent. Formal Procedure will be completed in 60 calendar days from receipt of a complaint within the first 10 working days of receiving a complaint.
 - Begin formal investigation
 - Interview the respondent
 - Appeals of College Response to Complaint - Appeals request can be made of the College President or MCCS Director of Human Resources
- An investigation is complete when the pertinent supervisor, EO Officer, or student code of conduct officer determine that no additional fact finding is required
- Action upon findings from the investigation

SUPPORTIVE MEASURES OFFERED AT THE TIME OF SEXUAL ASSAULT REPORT AND FORMAL COMPLAINT

Supportive measures are individualized, non-disciplinary services offered as appropriate and as reasonably available, without fee or charge. The measures are designed to restore or preserve equal access to an educational program or activity without unreasonably burdening the other party. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus.

WCCC shall maintain confidentiality for any student receiving supportive measures that they receive, to the extent possible. The Title IX Coordinator will implement and monitor the supportive measures.

[View the complete procedure of investigating and resolving sexual harassment complaints.](#)

WCCC CAMPUS RESOURCES

WCCC Campus Resources	
Counseling Services	To schedule an appointment with a counselor, contact the Associate Dean or Dean of Students, ncote@wccc.me.edu or tstoldt@wccc.me.edu
Title IX Coordinator	Dean of Student Services Tyler Stoldt (207) 454-1032
Student Code of Conduct	Associate Dean of Student Affairs & Retention Nichole Cote (207) 454-1012
Accessibilities/Student Accommodations	Linda Shattuck (207) 454-1093 lshattuck@wccc.me.edu
Financial Aid	(207) 454-1078 fa@wccc.me.edu
Mental Health Crisis Hotline	24/7 Crisis Services (888) 568-1112
Affirmative Action Officer	Tatiana Osmond (207) 454-1094

WCCC Off-Campus Resources	
Aroostook Mental Health Center 127 Palmer Street Calais, ME 04619	(207) 454-0775
Maine Coalition Against Sexual Assault (MeCASA)	24 hour statewide sexual assault crisis and support line 1-800-871-7741 (voice) 711 (Maine Relay)
Maine Coalition to End Domestic Violence	Statewide Domestic Abuse Helpline 1-800-437-1220
Calais Police Department 312 North Street Calais, ME 04619	(207) 454-2751 or 911 for emergencies
Calais Community Hospital 24 Hospital Lane Calais, ME 04619	(207) 454-7521
Pine Tree Legal Services - Machias Office	(800) 255-8656

REPORTING OF AN EMERGENCY OR A CRIME

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.

Crime and emergencies can be reported by contacting any of the following authorities, 24 hours a day.

Calais Police Department	911 or (207) 454-2751
Calais Fire Department	911 or (207) 454-7400
Emergency Medical Services Ambulance	Emergency: 911 Non-Emergency: (207) 454-7400
Non-Life Threatening Campus Emergencies	(207) 454-1099 or Ext. 1099 from Campus Phone
Poison Control Center	1-800-222-1222
Anonymous Safety Concern Reporting	www.wccc.me.edu/safety-and-security
Students and Employees involved in an accident on campus should complete an accident report form in the Business Office as soon as safely and reasonably possible following the incident.	

Click here to view the Campus Safety & Security Website

