

2022 Clery Report

<u>Standard/Requirement</u>	<u>Explanation - Links</u>
The Crime Statistics.	See Tables
A statement on the availability of the crime log.	The crime statistics tables are reflective of the requirements mandated by federal law for compiling this report. A crime log is available for public review. Contact Security Manager Peter Goheen at (207) 551-5765
A statement of policies regarding procedures for individuals to report criminal actions or other emergencies occurring on campus. Statements must include:	<p>Victims or witnesses of a crime should contact the appropriate NMCC staff members or the PIPD as soon as they are aware that a crime has been or is being committed on or near campus. At the student's request, officers or administrators will assist in this notification.</p> <p>A crime may be reported:</p> <ul style="list-style-type: none"> • In person at the Student Services Office located in the Christie Complex. • By calling the Student Services Office at (207) 768-2787 • By calling the Resident Director offices at (207) 768-2795 • By calling the Safety and Security Team at (207) 551-5765. • By calling the PIPD at 911 for emergencies • You may be asked to complete an Incident Report Form, which can also
<ul style="list-style-type: none"> ● Policies and procedures for making timely warnings to the wider community; 	<p>Northern Maine Community College (NMCC) is committed to promoting a safe and secure environment for all members of the college community. In compliance with the Clery Act, the College the College follows MCCS Policy 807.1 for timely warnings to the wider community.</p>

- Policies for preparing the annual crime statistics disclosures;

Publication of this annual report is required by federal law. The annual crime statistics were compiled by the campus security supervisor, the director of housing, and security and the Dean of Students. Information was provided by the PIPD and the PIFD, from Student Conduct, Human Resources Office, and relevant local and state police agencies. The College's yearly crime statistics are compiled on a calendar-year basis in accordance with the definitions of crimes provided by the Federal Bureau of Investigation (FBI) for use in the Uniform Crime Reporting (UCR) system. The report includes statistics for the previous three years concerning crimes that occurred on campus and were reported to local law enforcement agencies to "campus security authorities." or designated campus officials. Additionally, these statistics include people referred for campus disciplinary action for categories required under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, including liquor and drug law violations and illegal weapons possession. Statistical information for certain off-campus locations or property owned or controlled by the College, as well as public property within or immediately adjacent to and accessible from campus, are collected or requested from local police departments. For statistical

<ul style="list-style-type: none"> ● Policies and procedures for victims/witnesses to report crimes on a voluntary, confidential basis; and 	<p><u>If any NMCC student or employee is a victim of a crime and does not want to pursue action through the criminal justice system, they may still make a confidential report. Any staff member in Student Services, Housing and Residence Life (including resident directors or resident assistants), or campus safety and security officers can file a report on the details of the incident without revealing the student or employees' identity or the identity of others. In addition, the professional counselors on campus may inform students they are counseling that confidential crime reporting is available. Please contact Student Services at 768-2787 for more information or to schedule an appointment. The purpose of a confidential report is to allow the College to take steps to ensure the future safety of our students. With this information, the College can keep accurate records of the number of crimes involving students on campus, determine if there is a pattern of crime, and alert the campus community of potential danger. Reports of crimes filed in this manner are counted and disclosed with the College's annual crime</u></p>
<ul style="list-style-type: none"> ● List of titles for each person (and organization) to whom individuals should report criminal actions. 	<p>Victims or witnesses of a crime should contact the appropriate NMCC staff members or the PIPD as soon as they are aware that a crime has been or is being committed on or near campus. At the student's request, officers or administrators will assist in this notification.</p> <p>A crime may be reported:</p> <ul style="list-style-type: none"> • In person at the Student Services Office located in the Christie Complex. • By calling the Student Services Office at (207) 768-2787 • By calling the Resident Director offices at (207) 768-2795 • By calling the Safety and Security Team at (207) 551-5765. • By calling the PIPD at 911 for emergencies • You may be asked to complete an Incident Report Form, which can also

<p>A statement of policies regarding campus law enforcement, including:</p>	<p>College officials have the authority to ask persons for identification and to determine whether individuals have lawful business at NMCC. (Campus safety and security officers have the authority to issue parking tickets which are billed to the financial accounts of students.) No NMCC personnel are authorized to arrest. Criminal incidents are referred to the PIPD who have jurisdiction at NMCC, and to the dean of student services for possible disciplinary action. NMCC has a memorandum of understanding (MOU) with the PIPD and maintains a highly professional working relationship between the campus security team and the police department. All crime victims and witnesses are strongly encouraged to immediately report any crime to student services and/or the PIPD. Prompt reporting will assure Campus Crime Alerts for the campus community and the accurate disclosure of Clery Act crime statistics.</p> <p>When an NMCC student is involved in an off-campus offense, campus officials may assist with the investigation in cooperation with the local police department. The PIPD routinely works and communicates with the</p>
<ul style="list-style-type: none"> ● Address the enforcement authority and jurisdiction of security personnel; 	<p>College officials have the authority to ask persons for identification and to determine whether individuals have lawful business at NMCC. (Campus safety and security officers have the authority to issue parking tickets which are billed to the financial accounts of students.) No NMCC personnel are authorized to arrest. Criminal incidents are referred to the PIPD who have jurisdiction at NMCC, and to the dean of student services for possible disciplinary action. NMCC has a memorandum of understanding (MOU) with the PIPD and maintains a highly professional working relationship between the campus security team and the police department. All crime victims and witnesses are strongly encouraged to immediately report any crime to student services and/or the PIPD. Prompt reporting will assure Campus Crime Alerts for the campus community and the accurate disclosure of Clery Act crime statistics.</p> <p>When an NMCC student is involved in an off-campus offense, campus officials may assist with the investigation in cooperation with the local police department. The PIPD routinely works and communicates with the</p>

<ul style="list-style-type: none"> ● Address the working relationship between campus security personnel with that of state and local agencies, including: 	<p>The safety and security officers work under the supervision of the campus security supervisor and work closely and cooperatively with the PIPD and the Presque Isle Fire Department (PIFD). The safety and security officers do not carry weapons and cannot make arrests but will contact the PIPD if such action is required.</p> <p>College officials have the authority to ask persons for identification and to determine whether individuals have lawful business at NMCC. (Campus safety and security officers have the authority to issue parking tickets which are billed to the financial accounts of students.) No NMCC personnel are authorized to arrest. Criminal incidents are referred to the PIPD who have jurisdiction at NMCC, and to the dean of student services for possible disciplinary action. NMCC has a memorandum of understanding (MOU) with the PIPD and maintains a highly professional working relationship between the campus security team and the police department. All crime victims and witnesses are strongly encouraged to immediately report any crime to student services and/or the PIPD. Prompt reporting will assure Campus Crime Alerts for the campus community and the accurate disclosure of Clery Act crime statistics.</p> <p>When an NMCC student is involved in an off-campus offense, campus officials may assist with the investigation in cooperation with the local</p>
<ul style="list-style-type: none"> ◆ Whether security personnel have arrest authority; and 	<p>College officials have the authority to ask persons for identification and to determine whether individuals have lawful business at NMCC. (Campus safety and security officers have the authority to issue parking tickets which are billed to the financial accounts of students.) No NMCC personnel are authorized to arrest. Criminal incidents are referred to the PIPD who have jurisdiction at NMCC, and to the dean of student services for possible disciplinary action. NMCC has a memorandum of understanding (MOU) with the PIPD and maintains a highly professional working relationship between the campus security team and the police department. All crime victims and witnesses are strongly encouraged to immediately report any crime to student services and/or the PIPD.</p>

<ul style="list-style-type: none"> ◆ Any agreements with such agencies for the investigation of alleged criminal offenses. 	<p>When an NMCC student is involved in an off-campus offense, campus officials may assist with the investigation in cooperation with the local police department. The PIPD routinely works and communicates with the NMCC Safety and Security team and Student Services on incidents occurring on-campus, in the immediate neighborhood and business areas surrounding our campus. PIPD in association with the Maine State Police, is responsible for law enforcement and emergency police response at Northern Maine Community College. NMCC security</p>
<ul style="list-style-type: none"> ● Encourage the prompt and accurate reporting of all crimes to campus security and the appropriate police agencies; and 	<p>Even though NMCC strives to maintain a safe and secure environment, students and employees must know how to act and who to call in an emergency situation. Students in campus residences are instructed to contact the Presque Isle Police Department or any residential life employee who will, in turn, notify the appropriate emergency officials in accordance with campus and department policy. The residential life office is located on the first floor of Andrews Hall; the telephone number is (207) 768-2797. All other emergencies and reports of crime are to be made directly to the Presque Isle Police Department who will, in turn, notify the appropriate College official. Remember – any emergency</p>
<ul style="list-style-type: none"> ● A description of the procedures that encourage pastoral and professional counselors, when appropriate, to inform individuals of the procedures to report crimes on a voluntary, confidential basis. 	<p>Northern Maine Community College follows MCCS policy 807 for college crime reporting. Click on this cell to link to the policy.</p>
<p>A statement of policies concerning security and access of campus facilities, including residences, and security considerations in the maintenance of all campus facilities.</p>	<p>Exterior doors on campus buildings are locked and secured each evening and security personnel check all buildings, including residence halls, throughout the night. The on-duty security officer will also survey and report any possible security problems with doors. This is given a high priority, and if the problem represents hazard a maintenance person will</p>

<p>A description of the type and frequency of programs about campus security procedures and practices and to encourage all campus individuals to be responsible for their own, and others, safety.</p>	<p>Crime prevention at NMCC is based on minimizing or eliminating criminal opportunities and encouraging students and employees to be responsible for their own safety/security and the safety/security of others. The College conducts crime prevention programs upon request to educate the NMCC community on measures the community can take to reduce the chances of becoming a victim of crime.</p> <p>Crime prevention programs for resident students are arranged on an as-needed basis by residence staff. In addition, a campus safety tips brochure is provided during residence hall orientation and consists of crime prevention and personal safety tips. The resident directors of each</p>
<p>A description of the programs to inform individuals about the prevention of crimes.</p>	<p>Crime prevention at NMCC is based on minimizing or eliminating criminal opportunities and encouraging students and employees to be responsible for their own safety/security and the safety/security of others. The College conducts crime prevention programs upon request to educate the NMCC community on measures the community can take to reduce the chances of becoming a victim of crime.</p> <p>Crime prevention programs for resident students are arranged on an as-needed basis by residence staff. In addition, a campus safety tips brochure is provided during residence hall orientation and consists of crime prevention and personal safety tips. The resident directors of each</p>

A statement of policy regarding the monitoring and recording via police agencies, of criminal activities by students at noncampus locations of student organizations that are recognized by the institution.

The use, possession, sale or distribution of alcoholic beverages or illegal drugs is prohibited on college property or at college related events, as is being under the influence or knowingly in the presence of drugs or alcohol while on college property or at college-related events under the Student Code of Conduct. Violations of the code may result in sanctions up to and including dismissal from the College.

NMCC prohibits the possession or use of illegal drugs or alcohol on the campus, property owned or controlled by NMCC, or as part of any activity of NMCC. Legal possession or consumption of alcohol on campus may be granted by obtaining the prior written approval from the Director of Residential Life. Students, staff, faculty, or visitors are prohibited from attending their work and/or learning environments under the influence of alcohol or illegal drugs. Doing so would not only negatively affect the individual's learning, performance, and safety, but also that of the people around them and the college community as a whole. Individuals who violate this policy and/or federal or state law risk institutional sanctions, including dismissal from the college, as well as legal action. For more

A statement of policy regarding the possession, use, and sale of:

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- Alcoholic beverages, and the enforcement of underage drinking laws; and

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<ul style="list-style-type: none"> ● Illegal drugs, and the enforcement of federal and state drug laws. 	<p>The use, possession, sale or distribution of alcoholic beverages or illegal drugs is prohibited on college property or at college related events, as is being under the influence or knowingly in the presence of drugs or alcohol while on college property or at college-related events under the Student Code of Conduct. Violations of the code may result in sanctions up to and including dismissal from the College.</p> <p>NMCC prohibits the possession or use of illegal drugs or alcohol on the campus, property owned or controlled by NMCC, or as part of any activity of NMCC. Legal possession or consumption of alcohol on campus may be granted by obtaining the prior written approval from the Director of Residential Life. Students, staff, faculty, or visitors are prohibited from attending their work and/or learning environments under the influence of alcohol or illegal drugs. Doing so would not only negatively affect the individual's learning, performance, and safety, but also that of the people around them and the college community as a whole. Individuals who violate this policy and/or federal or state law risk institutional sanctions,</p>
<p>A description of the alcohol and/or drug abuse education programs.</p>	<p>In compliance with the Drug Free Schools and Communities and the Drug Free Work Place Act, the college publishes and distributes annually a booklet which informs all students and employees of the MCCS substance abuse policy, sanctions for violation of the policy, and State and Federal alcohol and drug laws, offenses and sanctions. The booklet, 'Alcohol and Drugs, What every student and employee of the Maine Community College System should know about the use of alcohol and illegal drugs,' is available online or by contacting the office of the dean of</p>
<p>A statement of policy regarding institutional programs to prevent VAWA offenses (dating violence, domestic violence, sexual assault, stalking) and the procedures the institution follows when one of these crimes is</p>	<p>Northern Maine Community College follows MCCS policies 202, 201.1, 202.1, and 202.2 regarding dating violence, domestic violence, sexual assault, and stalking. These policies are linked by clicking this cell.</p>
<ul style="list-style-type: none"> ● A description of the educational programs and campaign to promote awareness of VAWA offences; and must include: 	<p>Northern Maine Community College participates in the MCCS "Make Your Move" campaign. Documents relating to this campaign are linked</p>

<ul style="list-style-type: none"> ◆ Description of the primary prevention and awareness programs for all incoming students and new employees, which must have: 	<p>Each fall, NMCC offers a comprehensive New Student Orientation which includes training on methods students can use to be effective bystanders and what constitutes consent. In addition, prior to the beginning of classes in the fall, NMCC holds annual employee meetings which promote awareness of VAWA offenses. NMCC also participates in the MCCC "Make Your Move" campaign. Documents relating to this campaign</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Statement that the institution prohibits VAWA offenses; 	<p>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</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Definitions of the offenses; 	<p>Northern Maine Community College follows MCCC policies 202, 201.1, 202.1, and 202.2 regarding dating violence, domestic violence, sexual assault, and stalking. These policies are linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Definition of consent; 	<p>Northern Maine Community College follows MCCC policies 202, 201.1, 202.1, and 202.2 regarding dating violence, domestic violence, sexual assault, and stalking. These policies are linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Descriptions of safe and positive options for bystander intervention; 	<p>Each fall, NMCC offers a comprehensive "New Student Orientation" which includes training on how to be an effective bystander. NMCC also participates in the MCCC "Make Your Move" campaign. Documents relating to this campaign are linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Information on risk reduction; and 	<p>Northern Maine Community College participates in the MCCC "Make Your Move" campaign. Documents relating to this campaign are linked</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Description of the ongoing prevention and awareness campaigns for all students and employees. 	<p>Each fall, NMCC offers a comprehensive New Student Orientation which includes training on methods students can use to be effective bystanders and what constitutes consent. In addition, prior to the beginning of classes in the fall, NMCC holds annual employee meetings which promote awareness of VAWA offenses. NMCC also participates in the MCCC "Make Your Move" campaign Documents relating to this campaign</p>
<ul style="list-style-type: none"> ● A description of the procedures a VAWA offense victim should follow, including: 	<p>Northern Maine Community College follows MCCC policies 201.1, 202.1, and 202.2 for the reporting of VAWA offenses. These policies are linked</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ◆ The importance of preserving evidence; 	<p>Northern Maine Community College follows MCCC policies 201.1, 202.1, and 202.2 for the reporting of VAWA offenses. These policies are linked</p>

◆ How and to whom an alleged offense should be reported;

Important phone numbers for victims of sexual assault:

- Sexual Assault Crisis Center: 1-800-871-7741
- Presque Isle Police Department: Emergency – dial 911; Non-emergency – 764-4476
- Campus Security: 551-5765
- Office of Residential Life: 768-2795

The College strongly recommends that victims of sexual assault:

- Seek immediate medical assistance. A victim may have internal or external injuries and may need treatment for disease or infection
- Report such acts to the director of residential life, resident directors or resident assistants (for resident students), and/or the PIPD. Filing a report with the police provides the opportunity for collection of evidence helpful in prosecution that cannot be obtained later
- Ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam and sexual crimes investigation kit administered by trained hospital personnel
- At the victim's request, security officers or college administrators will assist in the notification of local law enforcement. The College's disciplinary system may proceed against any alleged violator of NMCC policy, whether or not state or federal criminal proceedings exist or are pending
- Seek counseling and/or emotional assistance and support. The Student

◆ Options for involving campus authorities and law enforcement, including:

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<p>local police;</p> <ul style="list-style-type: none">■ Notifying proper law enforcement authorities, including	<p>Important phone numbers for victims of sexual assault:</p> <ul style="list-style-type: none">• Sexual Assault Crisis Center: 1-800-871-7741• Presque Isle Police Department: Emergency – dial 911; Non-emergency – 764-4476• Office of Housing and Residence Life: 768-2795• Campus Safety and Security Officers 551-5765 <p>The College strongly recommends that victims of sexual assault:</p> <ul style="list-style-type: none">• Seek immediate medical assistance. A victim may have internal or external injuries and may need treatment for disease or infection• Report such acts to the director of housing, athletics, and security, resident directors or resident assistants (for resident students), and/or the PIPD. Filing a report with the police provides the opportunity for collection of evidence helpful in prosecution that cannot be obtained later• Ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam and sexual crimes investigation kit administered by trained hospital personnel• At the victim’s request, security officers or college administrators will assist in the notification of local law enforcement. The College’s disciplinary system may proceed against any alleged violator of NMCC policy, whether or not state or federal criminal proceedings exist or are pending• Seek counseling and/or emotional assistance and support. The Student Services office can assist with this. Speaking with a trained counselor can be critical to the emotional or mental well-being of the victim following a trauma
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<p>■ Be assisted by campus authorities in notifying law enforcement if the victim so chooses; and</p>	<p>Important phone numbers for victims of sexual assault:</p> <ul style="list-style-type: none"> • Sexual Assault Crisis Center: 1-800-871-7741 • Presque Isle Police Department: Emergency – dial 911; Non-emergency – 764-4476 • Office of Housing and Residence Life: 768-2795 • Campus Safety and Security Officers 551-5765 <p>The College strongly recommends that victims of sexual assault:</p> <ul style="list-style-type: none"> • Seek immediate medical assistance. A victim may have internal or external injuries and may need treatment for disease or infection • Report such acts to the director of housing, athletics, and security, resident directors or resident assistants (for resident students), and/or the PIPD. Filing a report with the police provides the opportunity for collection of evidence helpful in prosecution that cannot be obtained later • Ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam and sexual crimes investigation kit administered by trained hospital personnel • At the victim’s request, security officers or college administrators will assist in the notification of local law enforcement. The College’s disciplinary system may proceed against any alleged violator of NMCC policy, whether or not state or federal criminal proceedings exist or are pending • Seek counseling and/or emotional assistance and support. The Student Services office can assist with this. Speaking with a trained counselor can be critical to the emotional or mental well-being of the victim following a trauma <p>The College will consider requests for changes in academic</p>
<p>■ Declining to notify such authorities if the victim so chooses;</p>	<p>Victims of sexually based offenses are not required to notify local authorities. The college will help facilitate internal remedies that do not include informing local law enforcement agencies if requested. The college will also help facilitate a victim making a report to local</p>
<p>◆ The institution's responsibilities, and the rights of victims, for orders of protection, "no contact" orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court, or by the institution.</p>	<p>Any victim with an "order of protection", restraining order, or similar lawful order should contact the Dean of Students Dr. William Egeler at (207) 768-2787 to share the nature of the order so the college can</p>

<ul style="list-style-type: none"> ● A description of how the institution protects the confidentiality of victim and other necessary parties, including: <ul style="list-style-type: none"> ◆ How the institution will complete publically available recordkeeping without including personally identifying information about the victim; and ◆ How the institution will maintain as confidential any accomodations or protective measures provided to the victim; 	<p>NMCC takes student confidentiality seriously. Whenever a report is made to the college that includes personal information about a student (or students), special care is taken to keep all personal information confidential in line with FERPA for all parties involved.</p>
<ul style="list-style-type: none"> ● A statement that the institution will provide, in writing, notificaton to the victim regarding options and assistance for protective measures or changes to academic, living, transportation, working situations, and that such accomodations are made if requested, reasonably available, and regardless whether the victim reports the crime to campus 	
<ul style="list-style-type: none"> ● A statement that the institution will provide, in writing, notification to individuals about existing institutional or community services <ul style="list-style-type: none"> ◆ Counseling; ◆ Health; ◆ Mental health: ◆ Victim advocacy; ◆ Legal assistance; ◆ Visa and immigration assistance; and ◆ Student financial aid; 	<p>Northern Maine Community College follows MCCS policy 202.2 for institutional or community services. This poicy is linked by clicking this</p> <p>Northern Maine Community College follows MCCS policy 202.2 for institutional or community services. This poicy is linked by clicking this</p> <p>Northern Maine Community College follows MCCS policy 202.2 for health. This poicy is linked by clicking this cell.</p> <p>Northern Maine Community College follows MCCS policy 202.2 for mental health. This poicy is linked by clicking this cell.</p> <p>Northern Maine Community College follows MCCS policy 202.2 for victim advocacy. This poicy is linked by clicking this cell.</p> <p>Northern Maine Community College follows MCCS policy 202.2 for legal assistance. This poicy is linked by clicking this cell.</p> <p>Northern Maine Community College follows MCCS policy 202.2 for visa and immigration assistance. This poicy can be found at:</p> <p>Northern Maine Community College follows MCCS policy 202.2 for student financial aid. This poicy can be found at:</p>
<ul style="list-style-type: none"> ● An explanation of the procedures for institutional disciplinary action in cases alleging a VAWA offence, including: 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>

<ul style="list-style-type: none"> ◆ Description of each type of disciplinary proceeding including: 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Steps; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Timelines; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Decision making process; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Standard of evidence; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ How to file a complaint; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ How the institution determines what proceedings to use; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ All possible sanctions; and 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ The range of protective measures. 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> ◆ Explanation that proceedings will: 	
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Be prompt, fair, and impartial; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Conducted by officials with appropriate VAWA training; 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>

<ul style="list-style-type: none"> ■ Provide claimant and respondent same opportunities and to be accompanied to any related proceedings by advisor of their choice and that there is no limit on choice or presence of advisor, but that institution may establish restrictions for advisor participation in 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> ■ Have simultaneous written notification of any results, procedures to appeal, any change in result, and when results become final; and 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<ul style="list-style-type: none"> ● A statement that if an individual reports to the institution that they have been the victim of a VAWA offense, whether on or off campus, the institution will provide, in writing, an explanation of the individual's 	<p>NMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct 501 and MCCS Title IX Sexual Harassment Procedure 202.2 which is linked by clicking this cell.</p>
<p>A statement on where an individual can obtain law enforcement agency information on registered sex offenders.</p>	<p>In compliance with the Campus Sex Crimes Prevention Act of 2000, members of the NMCC community may contact the Maine Sex Offender Registry at their website http://sor.informe.org/sor/ for information</p>
<p>A statement regarding emergency response and evacuation procedures, which must include:</p>	<p>If the campus is evacuated:</p> <ul style="list-style-type: none"> • All persons (students and staff) are to vacate immediately that area of the campus in question and relocate to another part of the campus grounds or off campus as directed • Students and staff will be informed by our Emergency Notification System, email, campus administrator, security staff, or other forms of
<ul style="list-style-type: none"> ● Procedures the institutions will use to notify the community of a significant emergency or dangerous situation involving an immediate threat; 	<p>If the campus is evacuated:</p> <ul style="list-style-type: none"> • All persons (students and staff) are to vacate immediately that area of the campus in question and relocate to another part of the campus grounds or off campus as directed • Students and staff will be informed by our Emergency Notification System, email, campus administrator, security staff, or other forms of
<ul style="list-style-type: none"> ● Description of the process the institution will use to: 	
<ul style="list-style-type: none"> ◆ Confirm that there is a significant emergency or dangerous situation; determine the content of the notification, and initiate the notification system, unless issuing the notification will compromise 	<p>Northern Maine Community College follows MCCS policy 807.1 Clery Act Campus Crime Alerts for determining the significance of an emergency and notification. This policy is linked by clicking this cell.</p>
<ul style="list-style-type: none"> ● A list of titles of persons or organizations responsible for evaluating situations and initiating notification; 	<p>Northern Maine Community College follows MCCS policy 807.1 Clery Act Campus Crime Alerts for determining the significance of an emergency and notification. This policy is linked by clicking this cell.</p>

<ul style="list-style-type: none"> ● Procedures for disseminating emergency information with the larger community; and 	Northern Maine Community College follows MCCS policy 807.1 Clery Act Campus Crime Alerts for determining the significance of an emergency and notification. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ● Procedures for testing emergency response and evacuation procedures on at least an annual basis, including: 	Northern Maine Community College follows MCCS policy 807.1 Clery Act Campus Crime Alerts for determining the significance of an emergency and notification. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ◆ Announced and unannounced tests; 	Northern Maine Community College follows MCCS policy 807.1 Clery Act Campus Crime Alerts for determining the significance of an emergency and notification. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ◆ Publicizing the emergency response and evacuation procedures in conjunction with at least one test per calendar year; 	Northern Maine Community College follows MCCS policy 807.1 Clery Act Campus Crime Alerts for determining the significance of an emergency and notification. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ◆ Documenting for each test a description of the exercise, the date, time, and whether it was announced or unannounced. 	<p>The campus Security department documents each test including date, time, and whether it was announced or unannounced.</p>
<p>A statement regarding missing student notification procedures, which must include:</p>	Northern Maine Community College follows MCCS policy 808 Residence Hall Safety for the missing student notification process. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ● A list of titles of persons or organizations to which an individual should report that a student has been missing 24 hours and that the matter will be referred to campus security; 	Northern Maine Community College follows MCCS policy 808 Residence Hall Safety for the missing student notification process. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ● Information that the institution will notify local law enforcement within 24 hours of the determination that a student is missing; 	Northern Maine Community College follows MCCS policy 808 Residence Hall Safety for the missing student notification process. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ● Information about confidentially designating a contact person(s) to be notified should a student be missing for 24 hours, and if under 18 that parents/guardians will be notified in addition to the contact person; and 	Northern Maine Community College follows MCCS policy 808 Residence Hall Safety for the missing student notification process. This policy is linked by clicking this cell.
<ul style="list-style-type: none"> ● The process by which the confidential contact person, parent/guardian if appropriate, and local law enforcement will be notified. 	Northern Maine Community College follows MCCS policy 808 Residence Hall Safety for the missing student notification process. This policy is linked by clicking this cell.
<p>First Statistics, including:</p>	

<ul style="list-style-type: none"> List of titles/departments/contact information for reporting a fire; 	<p>In the Event of a Fire</p> <ol style="list-style-type: none"> 1. Sound the alarm from the nearest fire alarm box, remove yourself to safety 2. Immediately call 911 (9-911 from NMCC campus phones) give your name, the location of the fire by building name, number, and address or the nearest building if not a structure fire, and the nature of the fire. Do not hang up unless instructed to do so! <p>All members of the NMCC community are encouraged to report any</p>
<ul style="list-style-type: none"> The number of, and cause of, each fire; 	See tables
<ul style="list-style-type: none"> The number of persons who received treatment for a fire related 	See tables
<ul style="list-style-type: none"> The number of deaths related to fire; and 	See tables
<ul style="list-style-type: none"> The value of property damage caused by a fire. 	See tables
<p>A description of each on-campus student housing fire safety system.</p>	<p>Andrews Hall and Paris J. Snow Hall both utilize a fire alarm panel, central to each building, which monitors and triggers the evacuation alarm for the respective building as a whole. It also notifies the local fire department upon activation the evacuation alarm. In addition to this notification system, each building is equipped with a sprinkler system with sprinkler head locations in each room and all hallways. Upon alarm activation, all building occupants are required to evacuate to the designated meeting area. Resident assistants assume the responsibility of accounting for the people in their area(s) as assigned. Evacuation follows the standard NMCC emergency evacuation procedures.</p> <p>Penobscot Hall and Washington Hall are set up as suite-style complexes. Each suite is equipped with one smoke detector, one ABC fire extinguisher and the sprinkler system for each suite is designed to only activate in the apartment(s) containing the fire. There are multiple heat activated sprinkler heads per suite. Upon activation of the smoke detector, residents are required to evacuate the apartment and activate</p>
<p>The number of fire drills held during the previous calendar year.</p>	

<p>The institutional procedure for evacuating student housing.</p>	<p>Supervised Fire Drills Supervised unannounced fire drills are conducted for each residence hall in the fall and spring semesters in cooperation with the PIFD. Additionally, each time new residents occupy a building during the summer, the NMCC staff person coordinating the group's stay ensures that the temporary residents are familiar with evacuation routes and procedures.</p> <p>Fire Safety Education All resident directors (RDs) and resident assistants (RAs) receive fire safety and emergency action plan training and are responsible for covering these policies and procedures with residents during the opening community meetings. In August, all residence hall rooms are equipped with evacuation maps posted on the back of the door which indicate the</p>
<p>The institutional policies regarding fire safety education and programing programs, including:</p>	<p>Students, faculty and staff members of Northern Maine Community College are provided fire awareness and emergency evacuation education at least annually. Those employed by the college, either as a faculty or staff member or work study student, also receive fire</p>
<ul style="list-style-type: none"> ● Procedures that students and employees should follow in case of fire. 	<p>Students, faculty and staff members of Northern Maine Community College are provided fire awareness and emergency evacuation education at least annually. Those employed by the college, either as a faculty or staff member or work study student, also receive fire</p>

<p>The institutional policy on portable electrical appliances, somoking, and open flames in student housing.</p>	<p>Unsanctioned items (due to fire hazard)</p> <p>Northern Maine community College’s Physical Plant and Technology office has determined, in conjunction with the Maine State Fire Marshall’s office, that the following items are inappropriate during facilities usage due to the risk of fire hazard. The list below contains examples of items that external entities cannot bring to the college for use in the college’s facilities. These items include, but are not limited to:</p> <p>Candles or other open flame items</p> <p>Cooking appliances to include:</p> <p>Fryers</p> <p>Hot Plates</p> <p>Toaster Ovens</p> <p>Space heaters (all types)</p> <p>Electrical distribution items to include:</p> <p>Power strips and extension cords (these items to be provided by the college if required)</p> <p>Fireworks, model rockets, explosives</p>
<p>That the most recent 60-day fire log (nature, date, time, location) is available for public inspection, prior to 60-days is available within two business days' notice for public inspection.</p>	<p>The campus fire log is maintained by the College Security Office. Log inspection is coordinated by campus security officer.</p>