

Unity College is pleased to present its annual security report consisting of two parts.

Part I will contain statistics concerning specific crimes reported to campus public safety authorities or local police agencies.

Part II will contain summaries of policies as they relate to campus security and services provided by the campus Public Safety Department.

**PART I:**

A. Statistics concerning specific crimes and disciplinary referrals reported during the calendar years of 2006, 2007, 2008.

CATEGORY	VENUE	2006	2007	2008
<b>CRIMINAL HOMICIDE:</b> <b>Murder and Non-Negligent Manslaughter</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Negligent Manslaughter</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>SEX OFFENSES:</b> <b>Forcible</b>	• On Campus***	0	2	1
	• In dormitories or other residential facilities	0	2	1
	• In or on a non-campus building or property	0	0	0
	• On public property	0	1	0
<b>Non-forcible</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>ROBBERY</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>AGGRAVATED ASSAULT</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>BURGLARY</b>	• On Campus***	5	0	1
	• In dormitories or other residential facilities	5	0	1
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>ARSON</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0

	• On public property	0	0	0
<b>MOTOR VEHICLE THEFT</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On Public property	0	0	0
<b>ARREST FOR: Liquor law violations</b>				
	• On Campus***	0	1	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Drug-related violations</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Weapons possession</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>DISCIPLINARY REFERRALS: Liquor Law violations</b>				
	• On Campus***	45	96	35
	• In dormitories or other residential facilities	43	88	30
	• In or on a non-campus building or property	0	0	0
	• On public property	15	4	0
<b>Drug-related violations</b>				
	• On Campus***	8	20	8
	• In dormitories or other residential facilities	8	20	6
	• In or on a non-campus building or property	3	0	0
	• On public property	3	0	0
<b>Weapons possession</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>HATE CRIMES: Race</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Gender</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Religion</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Sexual Orientation</b>				
	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0

<b>Ethnicity</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Disability</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Arson</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Manslaughter</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Larceny-theft</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Simple assault</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Intimidation</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0
<b>Vandalism</b>	• On Campus***	0	0	0
	• In dormitories or other residential facilities	0	0	0
	• In or on a non-campus building or property	0	0	0
	• On public property	0	0	0

\*\*\* This category includes all on-campus incidents, including those listed in the category below, “In dormitories or other residential facilities.” Therefore, the two categories are not cumulative, but duplicative.

The (Cleary Act) asks for Liquor law violations by person instead of by Incident, this will make the number of Liquor law violations higher.

## **PART II:**

Professional security services at Unity College are available on a full time basis. A staff of 5 full-time Public Safety Officers, including a Senior Officer, and the Director of Buildings and Grounds/Public Safety, provides professional security services in the student residence areas. Public safety services can be obtained through contact with the College switchboard. When the switchboard is closed, the Public Safety Department has a direct telephone line (948-2268) and emergency call boxes at Constable Hall, South Coop, Cianchette Green, Wood Hall, Maplewood and the Library; there is also a 232 ext. The telephone line and the extension ring through to the officers on a portable phone and in the Public Safety Office.

Unity College has policies relating to the safety and security of students while on campus. Most of the policies are found in the “**Student Handbook**”. Some of these policies include:

**A. Alcohol Policy**

In summary this policy states, that Unity College abides by an area defined to include the laws of the State of Maine and has developed policies reflecting these laws. These policies include a prohibition on possession of an “open container” of alcohol in a public area, an area defined to include all outside areas, parking lots, residence hallways and lounges, and residence bathrooms.

Further policies relating to alcohol on campus include a maximum amount of alcoholic beverage allowed in a residence room and a “zero tolerance” with regard to under age drinking and providing alcohol to a person not of legal age to consume alcohol.

**B. Firearms Policy**

In recognition of the unique nature of Unity College and its programs in environmental sciences and its many outdoor activities, students are allowed to possess firearms. The student owned firearms are stored on campus in a secure area. Possession, use, and transportation of a firearm on campus are strictly regulated.

**C. Motor Vehicle Use**

Motor Vehicle use on campus is regulated through policies, which include:

1. Parking regulations
2. Speed limits
3. Reckless conduct with a motor vehicle
4. Operating a motor vehicle on areas other than roadways or parking lots
5. The blocking of fire lanes

The manner in which infractions are dealt with on campus is through a series of official violation notices. The first such notice is considered a warning. Second and third notices received by a student will result in an ever-increasing monetary penalty. A fourth notice may result in the vehicle being towed at the owner’s expense.

**D. Access to Academic Buildings and Residence Halls**

The Public Safety staff controls access to a facility after the normal business day has concluded. Unless a special request is received to keep a facility open, the Public Safety Department insures that all campus buildings are secure. The “Student Handbook” provisions govern access to residence halls. In brief, students may have guests for a limited period of time, provided that the guests are properly registered with the Director of Residence Life. Students are assigned rooms and may not occupy any other room.

Campus lighting is inspected on a daily basis during the hours of darkness. A report on the condition of the lighting is forwarded to the President of the college, the Director of Maintenance, and the Vice President for Finance/ Business Manager.

**E. Law Enforcement Authority**

Public Safety Officers do not have authority to arrest. Unity College contacts local, county, and state agencies when needed. The College has a very good working relationship with all Law Enforcement Agencies.

**F. Security Awareness**

The Public Safety Department will present security and safety awareness programs to students along with the Dean of Students and Residents Life Staff during the school term, as well as during student orientation.

### **G. Emergency Response**

Protocol for obtaining emergency assistance when needed is as follows:

- A. Call 911.
- B. Call Public Safety at 948-2268.
- C. If the lines are busy or there is no answer call:
  - 1. Waldo Sheriff's Dept.      1-800-660-3398
  - 2. State Police                      1-800-452-4664

### **H. Fire Safety**

The Public Safety Department will, on a regular basis, monitor and maintain all fire extinguishers, heat and smoke sensing devices, exit lights, and emergency lighting throughout the campus. Fire drills in the residence halls will be scheduled during the school year, and will be supervised and documented by the Public safety Department.

### **I. Sexual Assault Policy**

Unity College will not tolerate sexual assault in any form. Sexual assault violates human dignity, undermines the integrity of the academic community, and represents a failure in ethical behavior. "Gross sexual Assault" and "Unlawful sexual Contact" are against Maine state Law, which states, in part, that persons violate the law by engaging in a sexual act with another person and:

- A. The other person submits as a result of compulsion.
- B. The actor has substantially impaired the other person's power to appraise or control the other person's sexual acts by administering or employing drugs, intoxicants, or other similar means.
- C. The actor compels or induces the other to engage in the sexual act by any threat.
- D. The other person is unconscious or otherwise physically incapable of resisting and has not consented to the sexual act.

The entire text of these laws is found in the Maine State Criminal Code Title 17-A chapter 11 sections 251, 253, and 255.

The College reserves the right to maintain a higher standard of behavior than is cited above. Therefore, the College has determined that the following definition of prohibited sexual assault applies:

Sexual Assault is any sexual contact forced on another person either by physical force, intimidation, or physical/emotional coercion.

Sexual contact involves any purposeful touching of erogenous zones (such as genitals, breast, or other sexual areas) either directly or through clothing.

It is critical to note that sexual contact with an individual who is under the influence of alcohol or other drugs and, therefore, not able to give informed consent is considered sexual assault. A victim is not required to resist the assault for there to be an assault.

A Unity College student who commits sexual assault will receive disciplinary action ranging up to expulsion from the College. All incidents of sexual assault will be taken as serious violations of community standards. In addition, the perpetrators of sexual assault can expect to be prosecuted under Maine State Law. State penalties for sexual assault range up to 40 years of imprisonment and a \$50,000 fine.

The College will provide each student with: the Unity College Sexual Assault Policy, information about the circumstances in which campus sexual assault commonly occurs, and the range of civil and criminal penalties that can be invoked against assailants.

The College will institute campus-wide educational programs on sexual assault to educate College community members (students, faculty, staff, and administrators) about the nature and frequency of sexual assault.

The College will establish an effective program to assist victims of sexual assault including victims of date/acquaintance assault (rape).

The College will implement security measures that will reduce the likelihood of sexual assaults, such as lighting, safe landscaping, and effective security for campus housing.

The College will publish the Sexual Assault Policy in Student and Employee Handbooks.

A copy of the entire annual security report can be found on the Unity College Webb site ([www.unity.edu](http://www.unity.edu)) and a paper copy can be obtained by anyone at no cost from the Public Safety Office at extension 232.

A list of registered sex offenders for the state of Maine can be obtained by calling the State Bureau of identification in Augusta at (207) 624-7100.

## J. Campus Safety Policy

### ACTS OF VIOLENCE

For any and all act and/or threat of physical violence:

1. General Response
  - a.) Contact Public Safety (x 232/335 or 948.2268).
    - b.) Public Safety determines the need to contact local emergency services.
    - c.) Contact Director of Residence Life/Assistant Dean for Student Affairs and/or Dean for Student Affairs.
    - d.) If needed, contact the President.
2. Communication Plan for Severe Acts of Violence
  - a.) Begin evacuation or lockdown as appropriate or as directed by emergency personnel.
  - b.) Communicate accurate information to campus and other communities as determined by the CMT, for example utilizing the following methods: 1. Campus email system (member of CMT/designee). 2. Resident Advisor phone communication plan. 3. Crisis Media Guidelines. (SECTION VII / Pages 10-11 of the Crisis Management Plan)

### EVACUATION PLAN

Where there is sufficient advance warning of a natural or human caused disaster and the College population is considered to be in immediate danger, timely and systematic evacuation may be required.

1. Begin appropriate evacuation as necessary.
2. Evacuation Procedures

- a.) There is a designated Emergency Assembly Area for each building (see table below). If evacuation is required all will go to the designated Emergency Assembly Area for the buildings in which they are located.
- b.) Following an evacuation, no one should re-enter any buildings until officials declare the area safe.

### **Emergency Building Assembly areas**

<b>BUILDING</b>	<b>AREA</b>
Cianchette Hall	Cianchette parking lot
Constable Hall	Constable Hall lawn
Cottages	Cottages parking lot
Eastview	Constable Hall lawn
Health & Wellness Center	Cianchette parking lot
Koons Hall	Murdock Drive
Dorothy Webb Quimby Library	Commuter parking lot
Maintenance	Maintenance front parking lot
Maple Wood	Cottage parking lot
North & South Coop	Murdock Drive
OAC	Murdock Drive
Student Activities Building	Commuter parking lot
Allison M. Hall Welcome Center	Murdock Drive
Westview	Constable Hall lawn
Wood Hall	Murdock Drive

### **ON-CAMPUS**

The early warning systems by Campus email and phone communication are tested yearly at the beginning of each school year in the fall.

### **K. Missing Student Policy & Procedures for Unity College**

Unity College takes student safety very seriously. To facilitate our students' safety, the "Missing Student Policy and Procedures for Unity College" will assist us in locating unity student[s] on facts and circumstances known to the college, who are determined to be missing. This policy and procedures are believed to comply with the Higher Education Act of 1965 as amended by Public Law 110-315 in August 2008 (20 USC 1092(j)).

Anyone who believes a resident student to be missing should report their concern to Public Safety, Residence Life, or the Dean of Students' office. Every report made to campus officials will be investigated. Depending upon the circumstances presented to College officials, parents of a missing student may be notified. In the event that parental notification is necessary, the Dean of Students, or designate, will place the call.

#### **General Procedure:**

- I. The Unity College official receiving the report will collect and document the following information:

- A. The name and relationship of the person making the report.
  - B. The date, time, and location the missing student was last seen.
  - C. The general routine or habits of the suspected missing student, e.g., often visits friends who live off-campus, often returns home, any recent changes in behavior or demeanor, etc.
  - D. The missing student's cell phone number, if known by the reporter.
- II. The Unity College official receiving the report will inform the Dean of Students and Public Safety. The Dean of Students will determine if the President should be informed.
- III. Upon notification from any person that a student may be missing, Unity College officials may use any or all of the following resources to assist in locating the student.
- A. Call the student's room.
  - B. Check the student's residence hall room.
  - C. Talk to the student's RA, room mate, and residents to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time, and location the student was last seen.
  - D. Secure a current student ID or other photo of the student.
  - E. Call and text the student's cell phone and call any other telephone numbers on record.
  - F. Send the student an email.
  - G. Check all possible locations mentioned by the parties above including, but not limited to, library, residence hall lounges, Student Center, etc.
  - H. Contact or call any other on-campus or off-campus friends or contacts that are made known. This could include checking a student's social networking sites such as MySpace, Facebook, Twitter, etc.
  - I. Ascertain the student's auto make, model, and license plate number. Public Safety will check Unity College parking lots for the presence of the student's vehicle.
  - J. If the missing student is under the age of 18 years and not an emancipated individual, within 24 hours of the determination that the student is missing, the Dean of Students must notify the student's custodial parent or guardian as identified in the University's records. If the missing student is over the age of 18 years or an emancipated individual, within 24 hours of the determination that the student is missing, the Dean of Students must notify the individuals found in the emergency contact information that is stored in CAMS. If the emergency contact information stored in CAMS is absent or unusable, the appropriate law enforcement agency will be informed after the student has been missing for 24 hours.
- IV. The Dean of Students may ask the Information Technology staff to provide electronic logs for the purpose of determining the last login, access, and use of the Unity College IT network.

- V. Unity College officials may report the information to the Waldo County Sheriff's office. If, in the course of gathering the information described above, foul play is evident or strongly indicated, the Waldo County Sheriff's office may be contacted immediately. If it is necessary to contact the Waldo County Sheriff's office, the College will follow their procedures for managing this type of incident.
- VI. This policy and its procedures will be incorporated into the Campus Safety and Student Affairs websites, integrated into Resident Advisor training, included in the annual Campus Safety security report, and sent to all Unity College residents via email, once per year.

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