



2023

# ANNUAL SECURITY REPORT

*Campus Crime, Fire, Alcohol, and Illegal Drugs*

**HUSSON**  
UNIVERSITY

Office of Safety and Security  
1 College Circle  
Bangor, Maine 04401  
207-941-7911 - [www.husson.edu/security](http://www.husson.edu/security)

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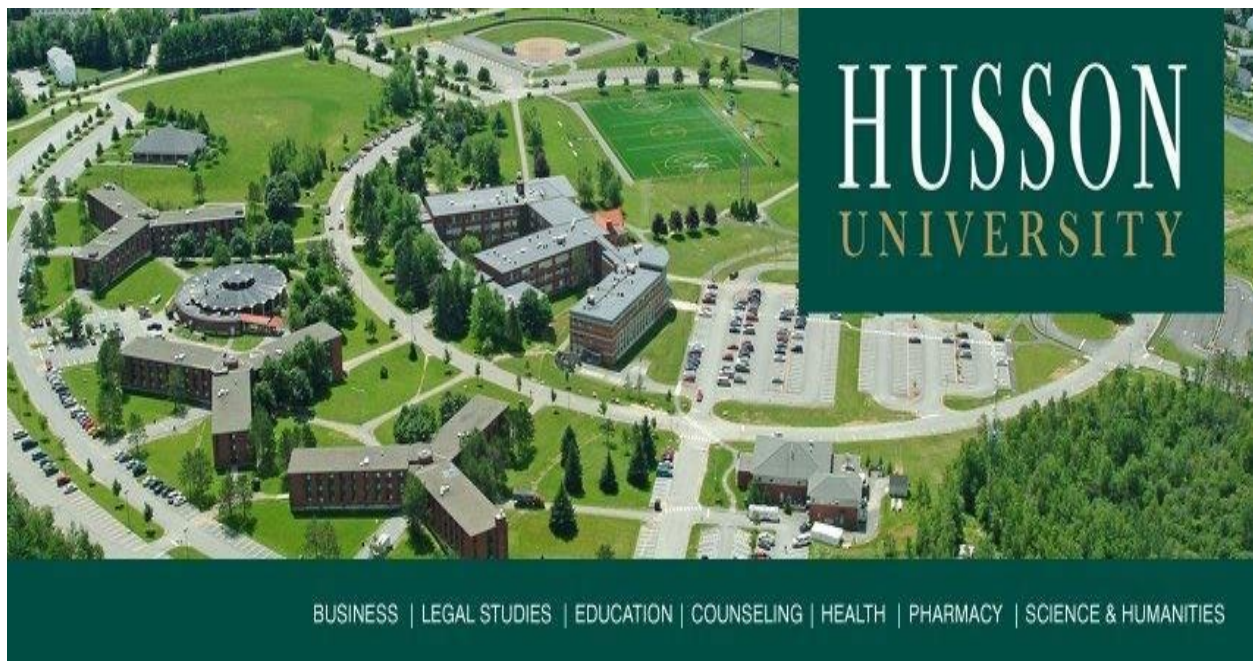
## INTRODUCTION

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Husson University is a safe community in which to study, work, live, and visit. Contained within this report you will find our campus crime & fire statistics for the 2020, 2021 and 2022 academic years. These statistics confirm the experiences and opinions of our community members that we have a safe and secure environment where our students and employees can work, learn, and grow. Additionally, the State of Maine is consistently ranked as one of the safest states in our Nation. We believe in a collaborative approach to keeping our community safe, and to that end we all share a role in this effort.

Although we live in such a safe state, and within the confines of a city with the third largest municipal police department, this does not mean we can take our safety for granted. Our Safety & Security team is constantly seeking innovative ways to assure the safety of our community. We also recognize that the success of our safety endeavors should not be credited solely to the department of Safety & Security. A safe campus community requires a collaborative approach by our faculty, staff, and students.

Husson University is committed to your safety. Please do not hesitate to reach out to the office of Safety & Security with any questions or concerns (207-941-7911). For easier access to our services, you can download our “EagleSafe” mobile application for free at either the Google Play Store (android devices) or the Apple Store (for iPhone devices).



## THE OFFICE OF SAFETY AND SECURITY

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Husson University Safety and Security provides 24-hour service and protection to the Husson community with a staff of 13 full-time and 5 part-time officers.



Safety & Security works closely with our Student Life staff to enforce the student code of conduct, and policy/procedure safety violations within our community. Our Safety & Security team also works closely with our Counseling Services and Wellness Center Staff to assure that members of our community receive the support necessary to be successful here at Husson. We value our role in the student development process.

Safety & Security utilizes state of the art technology and a multi-layered approach in communicating pertinent information amongst our community members. Safety & Security utilizes RAVE/AppArmor as our primary mass notification system. This system is enhanced by the availability of our “EagleSafe” mobile application which serves as a portal to many safety applications and reporting tools. This multi-layered approach provides redundant pathways for two-way communication with members of our community in emergency situations.

We recognize that technology alone will not be the primary factor in ensuring a successful outcome in an emergency situation. Instead, it will be the strong working relationships we build with our surrounding first responders that will create safe outcomes. Husson University enjoys a strong working relationship with the State, County and local first responders in our region.



## THE JEANNE CLERY ACT

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Under the federal *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)*, postsecondary schools are required to disclose statistics for certain crimes that occurred on campus and on public property within and immediately adjacent to school-owned buildings and property. In the statistics we are required to include crimes that were reported to our department as well as crimes reported to local and state law enforcement agencies.

## ANNUAL REPORT – 2023

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This information is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 and has been prepared by Safety and Security. Each fall, e-mail notifications are made to students and employees providing web site access for this report. You can link directly to the site at [www.Husson.edu/security](http://www.Husson.edu/security)

Crime statistics are compiled throughout the year and published annually. You may obtain a paper copy of this report by contacting Safety and Security, 106 Peabody Hall, 207-941-7911. The Clery Act Public Crime Log and the Clery Act Public Fire Log may be viewed at the Safety and Security office.

## DEVELOPING INFORMATION FOR THIS REPORT

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The information contained within this report is provided through Husson University's Department of Safety & Security. Annually, Safety & Security consults with the Dean of Students, the Title IX Coordinator, faculty, staff, and the relevant law enforcement agencies to retrieve additional Clery reportable crime data. The Department of Safety & Security also maintains an incident-based reporting system to facilitate an accurate count of Clery reportable incidents.

## CAMPUS ENFORCEMENT AUTHORITY

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Husson University Safety & Security is a full time 24/7 security department. Our officers are non-sworn (no powers of arrest) and their authority is limited to that which is granted to any private citizen under M.R.S.A. Title 17-A, § 16.

## CAMPUS SECURITY AUTHORITIES

As referenced in the 2016 Clery handbook - A *Campus Security Authority* includes any individual (or individuals) who have responsibility for campus security, but who do not constitute a campus police department or campus security department. This includes officials of the University who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor, the official is not considered a campus security authority when acting in that capacity.

Office of Residence Life	Primary Phone	Email
<b>Dean: Pamela Kropp-Anderson</b>	(207) 941-7107 (o)	kroppandersonp@husson.edu
<b>Assoc. Dean of Student Life: Troy Morehouse</b>	(207) 941-7109 (o)	morehouset@husson.edu
<b>RD Carlisle Hall: Cesar Majia</b>	(207) 941-7127 (o)	mejiac@husson.edu
<b>RD Bell Hall: Rachel Sayward</b>	(207) 941-7680 (o)	saywardr@husson.edu
<b>RD Hart Hall: Kylie Donovan</b>	(207) 941-7900 (o)	donovanky@husson.edu
<b>RD DLC: (Vacant)</b>		
Events and Summer Programs	Primary Phone	Email
<b>Coordinator: Sterling Pingree</b>	(207) 941-7063 (o)	pingrees@husson.edu
Student Employment	Primary Phone	Email
<b>Operations Mgr: Dwan Anderson</b>	(207)-941-7070 (o)	andersondw@husson.edu
Health Services	Primary Phone	Email
<b>Lead Counselor: Nichole Proulx-King</b>	(207) 941-7990 (o)	proulxkingn@husson.edu
Athletics	Primary Phone	Email
<b>Director: John Sutyak</b>	(207) 973-1069 (o)	sutyakj@husson.edu
<b>Asst. Director: Janine Gmitter</b>	(207) 941-7021 (o)	Gmitterj@husson.edu
Dean of Student Success / OASIS	Primary Phone	Email
<b>Dean: Matthew Holsapple</b>	(207) 992-1934 (o)	Holsapplem@husson.edu
Dean of Academic Affairs	Primary Phone	Email
<b>Provost Lynne Coy-Ogan</b>	(207) 992-4918 (o)	Coyoganl@husson.edu

# EMERGENCY PROCEDURES

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**TO CONTACT SAFETY and SECURITY: Call 207-941-7911 to immediately reach an officer on duty.**

**Location:** 106 Peabody Hall [www.husson.edu/security](http://www.husson.edu/security)

## **FIRES**

- Activate the nearest fire alarm pull station
- Call Safety and Security at **941-7911**
- Notify occupants and help those needing assistance in the immediate area
- Help confine the fire by closing the doors as you exit. Evacuate the building through the nearest exit
- Do NOT reenter the building until authorized to do so by emergency personnel

## **BUILDING EVACUATION**

- When the building alarm is activated, evacuation is mandatory – do not assume it is a drill
- Do NOT use elevators, or shut down your computer
- Take only personal belongings (i.e., keys, jacket, bag)
- Close doors along your route as you exit
- Move all personnel to a safe area

## **SUSPICIOUS OBJECT OR PACKAGE**

- Do NOT touch or disturb the object or package
- Do NOT use your cell phone near the object or package
- Evacuate the immediate area
- Call Safety and Security at **941-7911**

## **BOMB THREATS**

- Get as much information as possible from the caller
- Call Safety and Security at **941-7911**
- Follow instructions from emergency personnel

## **SUSPICIOUS BEHAVIOR**

- Do NOT physically confront the person
- Do NOT let anyone into a locked room/building
- Do NOT block a person's access to an exit
- Call Safety and Security at **941-7911**

## **MEDICAL EMERGENCIES**

- Call Safety and Security at **941-7911**
- Ensure that the scene is stable and safe.
- Administer first aid
- If the person is unresponsive and not breathing, begin CPR and obtain an AED

- Do not attempt to move the person unless necessary

## **GAS LEAKS, FUMES, OR VAPORS**

- Do NOT pull the fire alarm
- Do NOT use light switches or electrical equipment
- Call Safety and Security at **941-7911**
- Clear the area immediately if instructed to do so by the emergency dispatcher

## **PERSON WITH A WEAPON**

- Your options: **RUN-HIDE-FIGHT**
- If possible, exit the building immediately and call Safety and Security at **941-7911**
- If you cannot exit – clear the hallway immediately and/or remain behind closed doors in a barricaded room, if possible. Stay away from windows. Call Safety and Security at **941-7911**
- Evacuate the room only when instructed
- Do NOT attempt to confront or apprehend the person, unless as a last resort to protect yourself or others

## **WATER LEAK OR FLOODING**

If you can do so safely:

- Secure vital equipment, records, and hazardous materials
- Shut off nonessential electrical equipment
- Move all personnel to a safe area
- Call Maintenance for assistance with flood clean-up at **941-7020** during business hours, or **941-7911** after hours

## **OIL OR HAZARDOUS MATERIALS**

### **SPILLS**

- If the incident is indoors, close all doors in order to isolate the area if it is safe to do so
- Evacuate if necessary
- From a safe area, call Safety and Security at **941-7911**
- Be prepared to provide the following information:
  - Name & Quantity of the material
  - Location & Time of the incident
  - If anyone was injured or exposed to material
- If a fire or explosive is involved

## IMPORTANT CAMPUS TELEPHONE NUMBERS

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Abused Women Hotline	1-800-537-6066
Adult Crisis Hotline	1-888-568-1112
Adults 8:00-5:00	1-800-624-8404
Adult and Child Abuse	1-800-452-1999
AIDS Hotline	1-800-851-2437
Alcoholics Anonymous	1-800-737-6237 207-774-4335
<b>Bangor Fire and Rescue</b>	<b>911 / 207-947-7382</b>
<b>Bangor Police Department</b>	<b>911 / 207-947-7382</b>
Civil Liberties Union	207-774-5444
Crisis ( Hotline)	1-888-568-1112
Northern Light Medical Center	207-973-7000
Human Rights Comm.	207-624-6290
Husson Counseling Services	207-941-7184
<b>Husson University Emergency</b>	<b>207-941-7911</b>
Husson Security (Non-Emergency)	207-941-7770
Husson University Health Services	207-941-7625
Maine Department of Human Services	1-800-482-7520
Maine Drug Enforcement	207-941-4737 207-941-4739 1-800-452-6457 Drug Tip Hotline
Medical Walk-In Clinic NL	207-973-8030
National Abortion Hotline	1-877-257-0012
Partners for Peace Hotline	1.800.863.9909
Planned Parenthood M.W.C.	207-947-5337
Rape Response Services	1-800-871-7741 call or text 207-973-3651
Sexual Assault Support Center	1-800-822-5999
Spruce Run – Womancare Alliance	1-800-863-9909 207-973-3651
St. Joseph Healthcare	207-907-1000
Substance Abuse Resource Ctr.	1-877-340-0184

## REPORTING PROCEDURES

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### **On-Campus Reporting**

To report suspicious or concerning activity, you can reach the office of Safety & Security through our “EagleSafe” mobile app, or by calling 207-941-7911. Our security team is responsible for receiving, responding to, and investigating incidents on our campus.

### **Off-Campus Reporting**

If criminal activity takes place at an off-campus location, you should contact the local, county, or state law enforcement with jurisdiction by dialing (9-1-1) or the non-emergency number for the appropriate agency.



## ANONYMOUS REPORTING PROCEDURES

Husson University provides the option of filing a report anonymously. Our EagleSafe mobile application provides a tool for anonymous reporting. We recognize and understand that there are times and circumstances when an individual wishes to make a report, but wants to keep their identity private. Although an anonymous report may limit the scope of our response, it does provide a mechanism for campus authorities to be aware of concerning patterns of behavior, crimes or threats. This information may be addressed specifically or in a more global manner as we try to keep our community safe. Anonymous reporting is not solely for reporting incidents that have already occurred, but it may also be utilized as a tool to look out for the health and welfare of our community as a whole. This is a valuable tool which helps us ensure that members of our community who may be struggling get the help they need. Reports filed in this manner are investigated, counted, and disclosed in the annual crime statistics for Husson University.



## CRIME STATISTICS CHART

Crime Reported	Year	Campus Crime (residence)	Campus Crime (non-residence)	CAMPUS TOTAL	Non-Campus	Public Property
<b>Aggravated Assault</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Arson</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Burglary</b>	2022	0	0	0	0	0
	2021	0	1	1	0	0
	2020	0	0	0	1	0
<b>Manslaughter by Negligence</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Murder &amp; Non-negligent Manslaughter</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Motor Vehicle Theft</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	1	1	0	0
<b>Rape</b>	2022	0	0	0	0	0
	2021	1	0	1	0	0
	2020	0	0	0	0	0
<b>Fondling</b>	2022	1	0	1	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Incest</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Statutory Rape</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Robbery</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Domestic Violence</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>Dating Violence</b>	2022	0	0	0	0	0
	2021	2	0	2	0	0
	2020	2	0	2	0	0
<b>Stalking</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

## ARRESTS & DISCIPLINARY REFERRALS

Crime Reported	Year	Campus Crime (residence)	Campus Crime (non-residence)	CAMPUS TOTAL	Non-Campus	Public Property
<b>ARRESTS</b>						
<b>Liquor Law Violations</b>	2022	0	0	0	0	0
	2021	1	0	1	0	0
	2020	0	0	0	0	0
<b>Drug Law Violations</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	1	1	0	0
<b>Illegal Weapons Possession</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
<b>Liquor Law Violations</b>	2022	18	2	20	0	0
	2021	42	1	43	0	0
	2020	18	4	22	0	0
<b>Drug Law Violations*</b>	2022	0	0	0	0	0
	2021	27	3	30	0	0
	2020	5	11	16	0	0
<b>Illegal Weapons Possession</b>	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

2022\* The Department of Education Office - Clery Helpdesk has made the determination that non-criminal marijuana violations do not require reporting in states that have legalized recreational marijuana. As a result, we do not have any reportable statistics for 2022.

### HATE CRIMES

**2022:** There were zero (0) reportable hate crimes

**2021:** There were zero (0) reportable hate crimes

**2020:** There were zero (0) reportable hate crimes

## DEPARTMENT OF EDUCATION CLERY DEFINITIONS

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**Murder and Non Negligent Manslaughter:** The willful killing of one human being by another.

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

**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 the consent of the victim.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

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

**Robbery:** The taking or attempting to take anything of value from 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 is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary for an injury to result when a gun, knife, or other weapon is used in the commission of the crime.)

**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 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 a motor vehicle theft for all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned – including joyriding.)

**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, personal property of another, etc.

**Hate Crime:** 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 toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin, or gender identity. Hate crimes include those crimes (defined above) and larceny, simple assault, intimidation, and the destruction/damage/vandalism of property (defined 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 laceration, or loss of consciousness.

**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.

**Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the persons having custody or control of it.

**Arrest and Referral for Disciplinary Action:**

Arrest is defined as persons processed by arrest, citation or summons. Referral for disciplinary action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. Clergy Act statistics are disclosed for arrests and referrals regarding liquor law violations, drug law violations, and illegal weapons possession. Disclose violations of the law resulting in arrests and referrals, but do not include violations of institutional policies if there is no violation of the law.

**Liquor Law Violation:** The violation of laws or ordinances 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; or any attempts to commit any of the foregoing violations.

*Note: this list does not include public drunkenness and driving under the influence.*

**Drug Law Violation:** Criminal violations of State and local laws related to the possession, sale, use, growing, manufacturing, and making of illicit drugs.

**Weapon Law Violation:** The violation of laws or ordinances regulating weapons.

**Dating violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Violence includes, but is not limited to, sexual or physical abuse *or* the threat of such abuse. The existence of a social relationship of a romantic or intimate nature with the victim is determined based on:

- a. The reporting party's statement;
- b. The length of the relationship;
- c. The type of relationship; and
- d. The frequency of interaction between the persons involved in the relationship.

The term *dating violence* excludes acts covered under the definition of *domestic violence*.

**Domestic violence:** A felony or misdemeanor crime of violence committed by any of the following individuals:

- a. A current or former spouse or intimate partner of the victim; or

- b. A person with whom the victim shares a child in common; or
- c. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or
- d. A person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred; or
- e. Any other person against an adult or youth victim who is protected under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Stalking:** Engaging in a *course of conduct* directed as a specific person that would cause a *reasonable person* to fear for the person’s safety or the safety of others *or* suffer substantial emotional distress.

- a. A course of conduct is two or more acts, including, but not limited to:
- b. Acts in the which the ‘stalker’ directly, indirectly, or through third parties by any action, method, device, or means,
- c. Follows, monitors, observes surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
- d. Substantial emotional distress is significant mental suffering or anguish that may, but does not necessarily require, medical or other professional treatment or counseling.
- e. A reasonable person is one under similar circumstances and with similar identities to the victim.

## CLERY GEOGRAPHICAL MAP – MAIN CAMPUS

Key #	OFFICES	Key #	OFFICES	Key #	FACILITIES	Key #	ACADEMIC DIVISIONS
1	Beardsley Meeting House	13	O'Donnell Commons	15	Cressy Marketplace	15	College of Business
2	Bell Residence Hall	14	O'Keefe Softball Field	1	Cyr Alumni Center	1	College of Health & Pharmacy
3	Bell Tower	15	Peabody Hall	1	Kenduskeag Institute	12	Nursing
4	Boucher Soccer/Lacrosse Field	16	President's House	15	Kominsky Auditorium	15	Occupational Therapy
5	Carlisle Residence Hall	17	Swan Center	1	Leonard Chapel	15	Pharmacy
6	Darling Learning Center	18	Townhouses	2	Libra Lecture Hall	13	Physical Therapy
7	Dickerman Dining Center	19	Webber Campus Center	1	McDonald Bookstore	15	College of Science & Humanities
8	Dyle Center for Family Business	20	Wiley Communication Center – NESCom	15	Nursing Simulation Lab	13	Education
9	Furman Student Center	21	Wink Complex Athletic Field	15	Sawyer Library	15	New England School of Communications
10	Gracie Theatre	22	WT Gardner & Sons Recreation Area	15	Wadleigh Academic Center	12	
11	Hart Residence Hall	23	Wellness Learning Center – NW	13	Webber Campus Center	19	
12	Newman Gymnasium	24	Center for Business opening Fall 2021	23	Wellness Learning Center	23	
				15	White Art Gallery	15	
				7	Wiley's Cafe	15	

## GEOGRAPHIC DEFINITIONS

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### **Campus:**

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

### **Residence:**

A subset of crimes on campus that includes only those crimes that were reported to have occurred in resident halls, or other residential facilities.

### **Non-campus building or property:**

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
2. Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

### **List of non-campus buildings and properties:**

- (1) President's House – 840 Broadway, Bangor, ME 04401
- (2) 363 Acres of undeveloped land around Pushaw Lake in Glenburn, ME 04401
- (3) Husson University Research and Lab Facility 79 Marshall Road, Bangor, ME 04401

### **Public Property:**

All public property, including thoroughfares, streets, sidewalks, and parking facilities that are within the campus, or immediately adjacent to and accessible from the campus.

Source: *The Handbook for Campus Crime Reporting*, U.S. Department of Education, Office of Postsecondary Education, 2016.

# CRIME PREVENTION, PERSONAL SAFETY, AND SECURITY AWARENESS PROGRAMS



EagleSafe is Husson University’s mobile safety app. You can download this free app by visiting either the Google Playstore (Android users) or the iTunes store (iPhone users). The EagleSafe mobile app will allow you to receive campus notifications and alerts, as well as stay up to date on a variety of campus activities and events. Emergency plans and information is available along with an array of safety tools and features such as ‘Friend Walk Drive’, ‘Mobile Blue Light’, and ‘Social Escape’.

## Safe Walk Escorts

The Department of Safety & Security provides "safe walk" escorts on campus for all members of the campus community. The purpose of this program is to provide a "safe walk" on University property with a security assistant or patrol officer. To call for a safe walk escort, simply contact the Department of Safety & Security at extension 7911 or call at 207-941-7911. If you are at the security office, please pick up the red courtesy phone and call an officer to meet you at your location. Or, you can initiate a virtual safe walk through your EagleSafe mobile app using the ‘Friend Walk-Drive’ safety feature.

## RAD - Defense Instruction

Rape Aggression Defense or “R.A.D.” Systems of Self Defense offers programs for women. These offerings provide a truly holistic approach to self-defense education, supporting the necessity of continuous learning in order to provide realistic options for each population as they go through life. Husson anticipates offering these classes in R.A.D. throughout the year for faculty, staff, and students.

## Lighting on Campus

Lighting is evaluated on a routine basis to ensure that all areas of campus frequented by students are sufficiently illuminated. Physical lighting fixtures on campus are monitored for malfunctions. Work orders are submitted to effect repairs and these work orders are given priority. Areas where lighting could be enhanced to improve safety are reported to the Maintenance Department for evaluation. Although Security Officers routinely survey the campus for lighting outages, all members of the Husson community are encouraged to report lighting safety concerns to the Maintenance Department or to the Department of Safety and Security.



## Security Cameras on Campus

Husson University has installed over 250 cameras in public areas of our campus. These cameras provide coverage for a large percentage of roadways, parking areas and public areas of our buildings. Additional cameras were installed this year, and many of the existing cameras were upgraded.

## Speaking Engagements / PSA's

Members of Safety and Security regularly present information regarding personal safety, de-escalation techniques, alcohol and drug education, wellness, and crime prevention. To request a safety meeting for your group or residence hall, contact the Safety and Security administrative offices at 207-941-7911.

## EMERGENCY PLANNING & PREPAREDNESS

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Husson University is committed to the integrated and coordinated emergency management of incidents occurring in our community. We operate under the principles of the National Incident Management System (NIMS) and the Incident Command System (ICS). It is our intent to maintain a cycle of continuous improvement by evaluating the needs of our University community, and applying lessons learned from local, national and international crisis responses.

Husson University has a detailed all-hazards Campus Incident Management Plan (CIMP) to manage the anticipated issues associated with a declared emergency or disaster on campus. These are defined as events that have the potential to seriously impact the operations of the University or may result in injuries or death to our community members and guests. These hazards include, but are not limited to;

- **Severe weather event** such as; tornado, hurricane, earthquake, extreme or extended cold, blizzard or other severe storm.
- **Technical hazards** such as a leak, spill, or exposure resulting from a chemical, biological, or radiological source.
- **Human-Caused hazards** such as; fire, explosion, criminal threat or violence, terrorism (Chemical, Biological, Radiological, Nuclear, Explosive), civil disturbance, cyber attack, public health epidemic.

To complement our Campus Incident Management Plan, Husson has implemented an **EagleSafe Emergency Response Guide** which is posted in classrooms, offices, and public areas to provide guidance to faculty, staff, students, and guests in an emergency.

Husson University utilizes a cyclical approach to planning. Risks and vulnerabilities are identified and prioritized based on potential impact and likelihood of occurrence. Mitigation strategies are developed and documented as protocols and plans. These plans are tested through tabletop exercises involving a broad group of University officials. Lastly, plans are revised and put into place.

Examples of incidents which require mitigation strategies include a major storm, extensive fire or explosion, chemical release, prolonged utility failure, act of violence or terrorism, or epidemic disease. This planning conforms to the most recent recommendations of the Department of Homeland Security (DHS), and is coordinated with parallel efforts by local, county and state law enforcement, and emergency response agencies.

The key components of the plan include:

- **Preventative measures** designed to protect the overall safety of the campus community;
- **Phased decision-making guidance** based upon real-time reporting at the international, national, regional, state, and local levels;
- **Providing continuity of services** for the on-campus population for the duration of any emergency; and
- **Recovery** and returning to normal operations as soon as feasible.

The Husson University Campus Incident Management Plan (CIMP) is reviewed and updated regularly and drills are conducted throughout the academic year. These drills are based on actual or likely scenarios and focused on mitigating the impact of a crisis while testing and evaluating the University's response measures.

### **MUTUAL AID AGREEMENTS**

Husson University maintains Mutual Aid Agreements with the Bangor Police Department, Bangor Fire Department and Bangor High School (Agency). These agreements, which were updated and signed in 2020, specify the following:

The Facility will provide access to, and copies of emergency planning documents, including at least annual updates; familiarize the Agencies with the physical layout of the facility, including access and emergency egress routes, and the location and properties of the hazardous materials being handled at the facility; and include the Agencies' personnel in emergency planning process, training and exercises. The named Agencies will provide services as needed or requested by the University within the specification of its charter and profession, in this case fire, law enforcement, and emergency medical response services. Bangor High School will provide short term shelter in the unlikely event of a campus evacuation. Husson University hosts training for local first responders (most recently June 2022) to familiarize officials with the campus and facilities.

For more information regarding the University's emergency planning and preparation efforts, please contact:

Christopher Grotton, Associate Vice President  
Husson University  
Campus Safety and Security  
(207) 941-7785  
[grottonch@husson.edu](mailto:grottonch@husson.edu)

## **EMERGENCY NOTIFICATION SYSTEMS & SAFETY FEATURES**

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### ***Rave / AppArmor Emergency Notification System and the "EagleSafe" Mobile Safety App.***

The emergency notification system and the EagleSafe mobile app collectively provide smartphone users with instant notifications and access to Husson University's safety resources in order to facilitate effective communication and to provide access to valuable safety and convenience features.

Features of the platform include:

- Emergency safety plans and resources;
- Mass notifications through multiple platforms;
- Mobile Blue Light safety tool;
- Social Escape safety tool;
- Friend Walk-Drive monitoring tool
- Real-time chat with dispatch;
- Geolocation tracking features;
- Interactive crime mapping;
- Student support resources;



## EMERGENCY RESPONSE GUIDE & EMERGENCY ACTIONS

An Emergency Response Guide (ERG) has been developed to provide guidance for the initial actions of University employees, students, and guests. This guide is available online and is posted visibly in classrooms, residence halls, and other common areas. Although specific circumstances must always be evaluated in determining the safest option, guidance is provided for four broad categories of actions;

**Lockdown:** This may occur when there is a reasonable belief that an imminent threat exists. When the decision is made to lock down a building or buildings on campus, this will be communicated via the RAVE emergency notification system. Students, staff and faculty should quickly identify the best option to secure their environment (classroom, office or other space that can be locked or secured);

- They should turn off lights, remain quiet and out of sight
- Report any relevant observations through the EagleSafe app or by calling 911 if a life-threatening condition develops.

**Lockout:** This may occur when there is a need to heighten security and restrict access to a campus building or buildings due to a suspicious incident or specific concern. When the decision is made to enter a lockout status;

- Husson community members and guests should return and remain indoors
- Secure the exterior of the building and do not allow entry by unknown persons or persons without a Husson University identification card.
- Report suspicious behaviors, situations, or other important observations to Safety & Security.

**Evacuate:** When directed to evacuate, faculty, staff, students and guests should gather essential belongings (cell phone, medications, jacket) and quickly exit the building. Guidance will be provided regarding scope and specific details of the evacuation;

- Do not waste valuable time trying to retrieve personal items or use the building's elevators. Follow all instructions given by Security or response personnel.
- In some instances, you will be directed away from the building to a designated safe zone, where you will be processed by emergency response services to address any injuries or other concerns.
- If the evacuation is expected to last an extended period of time, University Administrators will arrange for the temporary relocation of the building's occupants as necessary.
- No one will be allowed to reenter the building without the express permission of Safety & Security or a campus authority.

**Shelter in Place:** The decision to request faculty, staff, students and guests to shelter in place may result from an imminent severe weather event, hazardous materials incident, or other situation which makes it unsafe to be outside. When directed, Husson community members should go to, and remain in a safe, indoors environment away from glass doors and windows. Specific guidance will be provided regarding actions to be taken;

- If you are inside, stay where you are. Collect any readily available supplies and keep a telephone at hand.
- If you are outdoors, go to the nearest campus building and seek shelter.
- Locate an interior room, above ground level, and with no windows, if possible.
- Close and lock all doors and windows and stay away from them.
- Turn off air conditioners, heaters, and fans. Close vents to ventilation systems.
- Await further instructions from emergency services personnel.
- If the building is unsafe to remain in, evacuate and seek shelter in the nearest campus building.

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## ACTIVE SHOOTER – RESPONSE GUIDE

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*(U.S. Department Of Homeland Security)*

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

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

Because active shooter situations are often over within 5 to 7 minutes - before law enforcement arrives on the scene - individuals must be prepared both mentally and physically to deal with an active shooter situation.

The first step in properly responding to a threat is to always be aware of your surroundings and the options to quickly exit the area. Be familiar with the locations of fire alarms, fire extinguishers, AEDs, and other emergency equipment. Quick, decisive action is critical. Recognize a threat, accept that you are in danger and act to protect yourself and others if possible.

### **Indicators of Potential Violence**

Individuals who engage in targeted acts of violence often display indicators of potentially violent behavior over time. If these behaviors are recognized, they can often be managed and treated. Intuitive faculty and staff may notice characteristics of potentially violent behavior in a coworker/staff member/or student. It is critical that suspicious behaviors or circumstances be reported to Safety & Security.



Potentially violent behaviors by an individual may include one or more of the following (this list of behaviors is not comprehensive, nor is it intended as a mechanism for diagnosing violent tendencies).

- Increased use of alcohol and/or illegal drugs
- Unexplained increase in absenteeism: vague physical complaints
- Noticeable decrease in attention to appearance and hygiene
- Depression/withdrawal
- Resistance and overreaction to changes in policy and procedures
- Repeated violations of university policies
- Increased severe mood swings
- Noticeably unstable, emotional responses
- Explosive outbursts of anger or rage without provocation
- Suicidal: comments about “putting things in order”
- Behavior expressing excessive paranoia, (“everybody is against me”)
- Increasingly talks of problems at home
- Escalation of domestic problems into the workplace/classroom; talk of severe financial problems
- Talk of previous incidents of violence
- Empathy with individuals committing violence
- Increase in unsolicited comments about firearms, other dangerous weapons and violent crimes

## **How To Respond When You Hear Or Become Aware Of An Active Shooter**

Quickly determine the most reasonable way to protect your own life. Remember that students are likely to follow the lead of campus authorities (faculty/staff) during an active shooter situation.

### **1. Evacuate (RUN)**

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

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

### **2. Hide Out (HIDE)**

- If evacuation is not possible, find a place to hide where the active shooter is not likely to find you.

Your hiding place should:

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

To prevent an active shooter from entering your hiding place:

- Lock the door
- Blockade the door with heavy furniture
- Silence your cell phone and devices
- Turn off any source of noise (i.e., radios, Televisions)
- Hide behind large items (i.e., cabinets, desks)
- Remain quiet

### **3. Take action against the active shooter (FIGHT)**

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

### **When Law Enforcement Arrives**

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

- Officers may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets and other tactical equipment
- Officers may be armed with rifles, shotguns, handguns
- Officers may use pepper spray or tear gas to control the situation
- Officers may shout commands, and may direct individuals to the ground for their safety

### **How to React When Law Enforcement Arrives:**

- Remain calm, and follow officers' instructions
- Put down any items in your hands (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming and/or yelling
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises

### **Information to provide to law enforcement or 911 operator:**

- Location of the active shooter
- Number of shooters, if more than one

- Acting swiftly, decisively, and aggressively
- Throwing items and improvising weapons
- Yelling to disrupt and distract the shooter.
- Physical description of shooter(s)
- Number of potential victims at the location

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

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

### **Reactions of Faculty/Staff During an Active Shooter Situation**

Students are likely to follow the lead of faculty/staff during an emergency situation. During an emergency, faculty/staff should be prepared to:

- Remain calm
- Recognize and accept that an immediate exists
- Provide clear direction to students
- Assess options to maximize the safety of individuals in your immediate area
- Act quickly and decisively to; RUN to a safer environment, HIDE in a secure location with doors locked or barricaded, lights off, and quiet. FIGHT as a last resort to defend yourself and others.

## TIMELY WARNINGS

The decision to issue a timely warning shall be decided on a case-by-case basis in compliance with the Clery Act. The decision is made by the Associate Vice President of Safety and Security or their designee after evaluating all available facts, including whether the crime is considered a serious or continuing threat to students or employees, and the possible risk of compromising law enforcement efforts. Safety and Security may issue timely warnings for the following types of incidents:

- Criminal Homicide
- Aggravated assault
- Sex Offenses
- Dating violence
- Domestic violence
- Sexual assault
- Stalking
- Robbery
- Burglary
- Motor Vehicle Theft
- Major incidents of Arson
- Other crimes as determined necessary by the Associate Vice President of Safety and Security, or their designee.

Safety and Security does not issue timely warnings for the above listed crimes if:

- The suspect(s) has been apprehended and the threat of imminent danger to the University community has been mitigated by the apprehension.
- A report was **not** filed with Safety and Security, or if Safety and Security was not notified by campus security authorities in a manner that would allow the office to post a “timely” warning to the community.

A timely warning and subsequent updates may be distributed to the campus through any one or more of the following means:

- *RAVE emergency notification system*: A mass notification system that automatically sends a brief electronic notification to the community regarding an emergency situation on the Husson campus.
- University email, voicemail, and social media
- Safety and Security website
- Information displayed on digital boards across campus
- Fliers posted on bulletin boards in academic buildings, residence halls, outdoor boards and kiosks, and administrative buildings.
- Local area radio and television stations and media resources.

A copy of the timely warnings will be filed in the corresponding case file. Safety and Security may also issue “Security Alerts,” when necessary, to inform the Husson community of safety issues and concerns. These alerts will include information and recommendations so that members of the Husson community may make informed decisions about personal safety. Safety and Security also maintains a daily crime log that contains crimes reported to the department. The daily crime log is available at the Safety and Security offices in 106 Peabody Hall.



## ANNUAL FIRE SAFETY REPORT [34 CFR 668.49(B)]

Pursuant to the provisions of the federal Higher Education Act (HR 4137) as enacted August 14, 2008 as the **Campus Fire Safety Right-To-Know Act**, this report provides an annual disclosure of fire safety standards and measures with respect to campus residences for the calendar year 2022.

### ON-CAMPUS STUDENT HOUSING FIRE SAFETY INFORMATIONAL CHART

Building Name	#Annual Evacuation/ drills	Evacuation Plans & Placards	S A	R B	N G	C O	SP R	HA Z	Fire Extinguisher Devices
Darling's Learning Center	Y	Y	N	Y	Y	Y	Y	N	Y
Hart Hall	Y	Y	Y	Y	Y	Y	N	N	Y
Carlisle Hall	Y	Y	Y	Y	Y	Y	N	N	Y
Bell Hall	Y	Y	Y	Y	Y	Y	N	N	Y
Townhouse #16	Y	N	N	Y	N	N	Y	N	N
Townhouse #26	Y	N	N	Y	N	N	Y	N	N
Townhouse #29	Y	N	N	Y	N	N	Y	N	N

#### **Notes:**

**SA** = Stand-alone smoke detectors present (in combination with a report-back system unless otherwise noted)

**RB** = Report-back detectors present, automatic alarm

**NG** = Natural gas detectors present

**CO** = Carbon monoxide detectors present

**SPR** = Sprinklers present

**HAZ** = High-hazard suppression systems present (Commercial Kitchens, Chemical Storage, Electronics)



## FIRE STATISTICS – RESIDENTIAL HALLS

Year	Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Category of Fire	#r of Injuries that Required Treatment	# of Deaths	Value of Property Damaged by Fire	Case Number
2022	Bell Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Carlisle Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Hart Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	DLC	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 16	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 26	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 29	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
2021	Bell Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Carlisle Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Hart Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	DLC	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 16	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 26	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 29	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
2020	Bell Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Carlisle Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Hart Hall	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	DLC	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 16	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 26	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A
	Townhouse 29	0	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A

### DEFINITIONS

**Fire** – Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire drill** – A supervised practice of a mandatory evacuation of a building for a fire.

**Cause Of Fire** – The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure or act of nature.

**Fire-Related Injury** – Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire

control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, employees, visitors, firefighters, or any other individuals.

**Fire-related death** – Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire. Dies within one year of injuries sustained as a result of the fire.

**Fire Safety System** – Any mechanism or system related to the detection of a fire, the

warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing system, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

**Value of Property Damage** – The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This

estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

**On-Campus Student Housing Facility** – Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

## FIRE SAFETY REPORT LOG

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1. An institution that maintains on-campus student housing facilities must maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time and general location of each fire.
2. An institution must make an entry or an addition to an entry to the log within two business days of receipt of the information.
3. An institution must make the fire log for the most recent 60-day period open to the public inspection during normal business hours. The institution must make any portion of the log older than 60 days available within two business days of a request for public inspection.
4. The Clery Act Fire Log may be viewed at the Safety and Security office.

Provisions of the **Campus Fire Safety Right-To-Know Act** require the University to:

1. **Collect statistics concerning fire reports in each on-campus student housing facility during the previous year, and annually submit to the Secretary of Education a report including:**
  - Number and causes of fires reported
  - Number of fire-related injuries that required treatment at a medical facility
  - Number of fire-related deaths
  - Value of fire-related property damage

An annual letter with this information is submitted to the Secretary of Education.

2. **Document a description of each on-campus student housing facility fire safety systems, including the fire sprinkler systems.**
3. There is a specific guidance provided in the Emergency Plans which includes emergency protocols for fire evacuation procedures. Emergency egress procedures are also included on maps in each room and in our Emergency Response Guide. The Darling Learning Center and Townhouse units are equipped with sprinkler systems.
4. **Document the number of regular mandatory supervised fire drills.**
5. Supervised fire drills are conducted by Safety and Security once per semester.
6. **Document policies or rules on portable electrical appliances, smoking, and open flames (such as candles), procedures for evacuation, and fire education and training programs provided to students, faculty, and staff.**

The following guidance documents are available pursuant to this provision:

- Husson University is a smoke free campus.
- Husson University has specific protocols for every building on campus.
- Fire evacuation training is provided to residence staff annually as part of new staff orientation.

**7. Document plans for future improvements in fire safety, if determined necessary by the University.**

**8. Make, keep, and maintain a log recording all fires in on-campus student housing facilities, including the nature, date, time, and location, and make annual reports to the campus community on such fires.**

All campus fire reports are recorded and maintained electronically by the Office of Safety and Security.

**Students and employees should report all fires to the Office of Safety and Security at 207-941-7911.**

## HEALTH AND SAFETY IN UNIVERSITY RESIDENTIAL HALLS

Students should pay particular attention to fire safety and prevention in the residence halls. In order to prevent potential hazards, electrical circuits should not be overloaded. Only UL approved power cords can be used. Materials of any sort should not be hung near light fixtures or from smoke-heat detectors. Doorways and entryways should be free of obstruction at all times in order to expedite a quick exit in case of an emergency. Room entrances may not be blocked by closets. Room doors must open all the way. Smoking is prohibited on campus, along with the use of candles and incense.

### ***In case of fire:***

- Activate the nearest fire alarm pull station
- Call Safety and Security at 207-941-7911
- Secure appropriate clothing, shoes and towel
- Leave the room with lights on and blinds open. Close the door.
- Notify occupants and help those needing assistance in the immediate area
- Leave the building as quickly as possible, using designated exit routes. Do not run. Evacuation plans are posted on each residence hall floor; each student should be familiar with them.
- Help confine the fire by closing the doors as you exit. Evacuate the building through the nearest exit
- Do NOT reenter the building until authorized to do so by emergency personnel

## BUILDING ACCESS AND SECURITY

The Department of Safety & Security is responsible for the security of all campus buildings. Our buildings are patrolled regularly by security staff, as well as monitored remotely via our video surveillance system. Working with our IT department, access to buildings is controlled by either keyed entry, or our electronic card access system.

## QUIET HOURS

University-mandated quiet hours are 9:00 pm to 9:00 am Sunday through Thursday and 1:00 am to 10:00 am Friday and Saturday. Each residence hall floor may establish additional quiet hours according to the desires and needs of its residents.

## Courtesy Hours

Courtesy hours are in effect at all times in the residence halls. You have the right to ask others to refrain from making noise when that noise interferes with your study, sleep, or general use of your room. If a resident requests another resident to lower the volume or reduce the amount of noise, the expectation is to accommodate the request and reduce the amount of noise.

## WEAPONS POLICY

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Use or possession of weapons on University premises or at University sponsored activities is prohibited.

Weapon is defined as any device, instrument, material or substance, designed for and capable of causing serious bodily injury or death; or any other device which, in the manner it is intended to be used by the actor, is capable of producing or threatening death or serious bodily injury. This includes firearms and explosive materials.



## ALCOHOL POLICY

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Husson University has a policy for underage drinking and encourages those of legal age who choose to drink, to do so responsibly. To foster these objectives, Husson supports and may offer the following: alcohol education programs, counseling, social norms campaigns, substance-free housing, individual interventions, parental notification policies, and disciplinary procedures for alcohol-related violations to protect the health and safety of all students. Additionally, all students should be familiar with Maine State Laws pertaining to the sale, consumption, or possession of alcoholic beverages.

### ***Persons under the age of 21:***

It is against state law, and hence University policy for anyone under the age of 21 to possess, sell, acquire or consume alcohol. Therefore, students will be in violation of the *Student Conduct Code* and/or Residence Life policies if found; drinking alcohol, in the same room with alcohol, transporting/transferring alcohol, being intoxicated, and/or participating in any activity involving alcohol.

### ***Persons 21 years of age or older:***

A student who is 21 or older may responsibly possess and consume alcohol in designated areas only. They may not possess, consume, or provide alcohol while in the company of those under the age of 21. This is a violation of the *Student Conduct Code* and/or Residence Life policies.

When consuming or in the presence of alcohol, a government issued photo ID is required that certifies that you are at least 21 years of age. This identification must be produced upon request by a Husson University official or a law enforcement officer.

## General Alcohol Policy

- All students are responsible for the actions of their guests. This includes informing all visitors of the Husson University alcohol policy and making sure they are following such policy.
- Persons are expected and required to assume responsibility for their behavior at all times and understand that being under the influence of alcohol does not lessen their accountability.
- No kegs, party balls, funnels, or other common source containers are allowed.
- Husson University officials reserve the right to inspect any property on campus or person in order to address any public safety concerns.
- Any alcohol that is confiscated will not be returned and in some circumstances persons will be subject to prosecution by the Bangor Police Department. All alcohol and containers will be disposed of after confiscation and documentation.
- Public intoxication is unacceptable. This includes any behavior which could reasonably be considered a disturbance or dangerous to others or oneself as determined by a Husson University Official.
- Alcohol consumption or possession by persons of any age is not allowed during posted chemical free periods including final exam times, breaks, etc.
- Alcohol is not permitted at any time by any person of any age in chemical-free areas or non-designated areas.
- There are no drinking games allowed on campus, whether alcohol is involved or not.

## Sanctions for Violations of the Alcohol Policy

A student found responsible for a violation of the *Alcohol Policy* will be subject to disciplinary action through the *Student Conduct Code*. The following sanctions for an alcohol violation can include, but are not limited to:

- Warning
- Educational Assignments
- Parent Notification
- Counseling Referral
- Community Service
- Restitution
- Behavioral Contract
- Suspension
- Dismissal

## Substance Abuse Evaluation and Treatment

Husson University understands that alcohol is an addictive mind-altering substance that can impair judgment and function. When students exhibit behaviors that suggest the potential for future problems, the University may refer the student to Counseling Services for a substance abuse evaluation. Additionally, if students are concerned about their use of alcohol or other substances they are encouraged to use Counseling Services to identify ways to help themselves.

## Laws in Maine Regarding Alcohol Possession

From the official website of Maine (Maine.gov):

### *Illegal Possession (Title 28A 2501)*

It is a civil violation for any person under the age of 21 to possess liquor or imitation liquor except if it is within the scope of their employment or in their home in the presence of their parent. Fines for illegal possession are as follows:

- 1st offense: \$200 to \$400;
- 2nd offense: \$300 to \$600; and
- 3rd or subsequent offenses: \$600.

### *Furnishing a Place to Consume (Title 28A 2801)*

It is a criminal offense to allow a minor under a person's control or in a place under that person's control to possess or consume liquor. Fine for illegal possession is as follows:

- 1st offense and subsequent offenses: a fine of not less than \$500 up to \$2,000 and up to one year in jail.



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## DISCIPLINARY PROCEDURES

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Husson University is neither a police agency enforcing the law nor a sanctuary protecting those who violate laws regarding alcohol or other drugs. The University is vitally invested in maintaining an environment conducive to physical and psychological safety, intellectual development, and personal maturation. In accordance with these goals, the University acknowledges its obligation to provide clear standards of behavior regarding the use of alcohol, to determine levels of disciplinary sanction appropriate to the nature of any given alcohol-related infraction, and to consistently address violations of alcohol regulations that come to its attention.

Although any alcohol-related violation is subject to disciplinary consequences, the University is most urgently concerned with those behaviors and accompanying attitudes that threaten the physical or psychological safety or well-being of self or others, infringe upon the rights of others, or are otherwise disruptive to the community. Following established guidelines, designated member(s) of the Student Life staff will determine disciplinary action resulting from conduct violations. Sanctions imposed by

the University may range from a warning letter for a relatively minor first-time violation, to immediate suspension or dismissal for egregious violations or a pattern of multiple offenses. Students may also be expected to pay restitution for any and all damages occurring as a result of their behavior.

Husson University Security Officers will note and report all alcohol violations that come to their attention whether observed at parties or other social events, in campus public spaces, or during routine “walk-throughs” of residence halls. All other members of the community (proctors or other students, faculty, administrators, or support staff) may call attention to suspected violations of the Alcohol Policy, and are expected to play an appropriate role in enhancing the safety and well-being of members of the community. Reports of violations or suspected violations of the Alcohol Policy will be made to the office of the Dean of Student Life.

Above all, it must be emphasized that Husson students are responsible for their personal behavior as well as the conduct of their guests in all private spaces at the University and campus facilities. The ingestion of alcohol or other drugs in no way constitutes an excuse for behaviors that violate University policy or Maine state laws, or otherwise infringe upon the rights of others.

## ASSESSMENT AND TREATMENT

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Since alcohol is a psychoactive substance that presents the possibility of addiction and other negative physical and psychological consequences, the University feels a responsibility to provide assessment and treatment (within certain parameters) to those individuals whose alcohol-related behaviors indicate the potential for such consequences. Such individuals who come to the attention of the University will be referred, usually by the Office of the Dean of Student Life, to either Health Services or Counseling Services for a substance use evaluation. This evaluation may result in a recommendation for treatment, which could take place individually or in a group, either on-campus or at an outside agency, depending on the particular circumstances and needs of the individual.

## DRUG POLICY

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It is against University policy – and in many cases against the law – for anyone to use, possess, sell, acquire, manufacture or distribute illicit drugs or other controlled substances. Therefore, students will be in violation of the *Student Conduct Code* and *Residential Life Policies & Procedures* if found:

- In the presence of any drugs or drug paraphernalia.
- Drugs include, but not limited to, marijuana, heroin, narcotics, controlled substances or prescribed medications that are not in the appropriate prescription container and/or do not have a valid prescription.
- Paraphernalia includes, but not limited to, grinders, rolling papers, pipes, bongs, clips, blunts, spoofs, vaporizers and hookahs.
- Using any drugs or controlled substances.
- Distributing all types of drugs and/or drug paraphernalia.

### General Drug Policy

- Drugs which are prohibited under federal and/or state law, and paraphernalia, including all forms of marijuana and marijuana derivatives, are not permitted on campus.
- All students are responsible for the actions of their guests. This includes informing all visitors of the Husson University policies and making sure they are following such policy.

- Husson University Officials reserve the right to inspect any property on campus or person in order to mitigate any public safety concerns.
- Being in the presence of the odor of marijuana and/or any other controlled substances may result in a search of property or person at the discretion of a Husson University official. The outcome of this search may result in disciplinary action(s), and in rare circumstances referral to local, state, or federal authorities.
- Confiscated drugs or drug paraphernalia will be evaluated to determine if – and under what circumstances – they may be legally possessed. In certain circumstances confiscated property may be returned to the owner at the discretion of Safety & Security.
- Illicit drugs are defined as all drugs and similar substances, whether of organic or chemical origin, the possession of which is unlawful, unless the student can show a current valid prescription in the appropriate prescription container issued in the name of the student.

### **Medical and Recreational Marijuana**

Husson University receives federal funds to support the academic progress of all its students and the Federal Government does not recognize the use of marijuana for medical or recreational purposes.

### **Sanctions for Violations of the Drug Policy**

A student found responsible for a violation of the Drug Policy will be subject to disciplinary action through the Student Conduct Code. The following sanctions for a drug violation can include, but are not limited to:

- |                           |                       |
|---------------------------|-----------------------|
| • Warning                 | • Community Service   |
| • Educational Assignments | • Restitution         |
| • Housing Reassignment    | • Behavioral Contract |
| • Parent Notification     | • Suspension          |
| • Counseling Referral     | • Dismissal           |

### **Laws in Maine Regarding Drug Possession**

Penalties in Maine vary greatly depending on the type and quantity of drug, number of offenses and whether drugs are perceived as being possessed for personal use or trafficking. Possession of cocaine, prescription stimulants and opioids at any quantity is considered a Class C crime and penalties include both fines and imprisonment. Maine statutes related to possession and use of drugs is beyond the scope of this document, and can be accessed [here](#).

## **STATEMENT ON LEGALIZATION OF MARIJUANA IN MAINE**

What does legalization of marijuana in Maine mean for Husson? To remain in compliance with Federal regulations regarding controlled substances:

1. An individual may not possess, smoke, or consume marijuana on campus, including medical marijuana.
  - a. Husson University, under Title IV, receives federal funds for financial aid. The Federal Government maintains that marijuana is a controlled substance and thus Husson has stated that the use or possession of marijuana, or any other controlled substance, is against policy.
2. Husson University is a smoke-free, tobacco-free campus since 2014 for the health and well-being of all members of the campus community.
3. Husson University will continue to investigate suspicion of the use or possession of marijuana and/or paraphernalia by members of the campus community. This behavior will be addressed through the *Student Conduct Code* for students and through policies for



behavior expectations of employees, staff, and faculty contained within the Employee Handbook(s).

The law prohibits driving while under the influence of marijuana, the use of marijuana products in public, and furnishing marijuana products to anyone under the age of 21. Also stated within the law are limitations on the amount of marijuana a person may possess. To support the well-being and health of all members of our campus community, if you feel that you are in need of support services for addiction or other health concerns, the Student Wellness Center will provide you with local resources available to assist you. Counseling Services will also have area resources for persons seeking to address mental health needs associated with use and addiction.

## OTHER DRUG INFORMATION

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### **Other Drugs**

*Barbiturates:* The use of barbiturates can result in a slowed heart rate and breathing, slowed reactions, confusion, weakened emotional control, distortion of reality, reduced awareness, and intoxication.

*Tranquilizers:* Tranquilizers (such as Valium, Librium, Ativan, and Tranzene) effects include slowed heart rate and breathing, lowered blood pressure, relaxation, drowsiness, confusion, loss of coordination, intoxication, and changes in personality.

*Cannabis:* The active ingredient in marijuana, hashish, and hashish oil is delta-9-tetrahydrocannabinol or THC. Use of THC results in an increase in heart and pulse rate, reddening of the eyes, dryness in the mouth, lowered body temperature, stimulated appetite, loss of coordination, brief sense of well-being, intoxication, possible confusion, distortion of reality, impaired short-term memory, restlessness, and hallucinations. Other possible effects of abuse include depression, panic, varying degrees of tolerance, and psychological and physical dependence. Over-use may cause paranoia. Long-term heavy use is associated with chronic lung disease and possibly lung cancer.

*Hallucinogens:* Hallucinogens, such as Ecstasy, LSD, and PCP are substances capable of distorting perceptions, sensations, self-awareness, and emotions.

*Ecstasy* (N-methyl-3, 4-methylenedi-oxyamphentaime or MDMA) causes several side effects, including increased heart rate and blood pressure. A more serious risk is tied to hypothermia, or elevated body temperature, which can result in death.

*LSD* (Lysergic Acid Diethylamide) induces increased heart rate, blood pressure, blood sugar, irregular breathing, and, euphoria, loss of ability to separate fact from fantasy, distortion of senses, hallucinations, paranoia, panic, and violence. Hazards include:

1. quick development of tolerance,
2. increased risk of birth defects in user's children,
3. the reoccurrence of effects (flashbacks) even without further use, and
4. death due to accidental overdose or suicide.

PCP effects (phencyclidine) are unpredictable and are similar to LSD, but are more intense distortion.

*Stimulants:* Stimulants increase central nervous system activity. Amphetamine use results in increased heart rate and blood pressure, loss of appetite, increased activity levels, feeling of alertness, and self-confidence followed by depression. Heavy usage can result in hallucinations, paranoia, and drug-induced psychosis. Long-term use can result in psychological and physical dependence; withdrawal can result in suicidal depression.

Cocaine, another stimulant drug, may cause quickened pulse and circulation, sharpened reactions, restlessness, feelings of well-being, alertness, overconfidence, confusion, anxiety, depression, paranoia, nervous exhaustion, and hallucinations. Hazards associated with cocaine use include physical and psychological dependence, destruction of nasal tissue from snorting the drug, lesions in lungs caused by smoking the drug, convulsions, respiratory paralysis, cardiac arrest, and death can result from overdose.

*Narcotics:* Narcotics are opiate drugs which relieve pain and induce sleep. Drugs included in this category are heroin, morphine, opium, codeine, methamphetamine, and methadone. Effects of usage include shallow breathing, reduction in appetite and thirst, reduction in sex drive, drowsiness, brief euphoria, lethargy, heaviness of limbs, apathy, loss of ability to concentrate, loss of judgment, and self-control. Hazards of abuse include physical and psychological.

## MISSING STUDENT POLICY

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This policy applies to students who reside in campus housing, defined as Bell Hall, Carlisle Hall, Hart Hall, the Darling Learning Center, the Townhouses, as well as any and all off-campus facilities leased by Husson University for the purpose of housing residential students. The purpose of this policy is to establish procedures for the University's response to reports of missing students, as required by the Higher Education Act.

For purposes of this policy, a student will be considered missing if a roommate, classmate, faculty member, family member, or other person has not seen the person in a reasonable amount of time. A reasonable amount of time may vary with the time of day and information available regarding the missing student's daily schedule, habits, punctuality, and reliability. Students will also be considered missing immediately if their absence has occurred under circumstances that are suspicious or cause concerns for their safety.

### **Procedures for Designation of Emergency Contact Information**

In addition to registering a general emergency contact, students residing in campus housing as designated above, have the option to identify confidentially an individual to be contacted by Husson University in the event that the student is determined to be missing for more than 24 hours. If a student has identified such a contact, University officials will notify that confidential individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the Office of Residence Life or the Department of Campus Safety and Security. A student's confidential contact information will be accessible only by authorized University and law enforcement officials in the course of the missing person investigation.

### **Official Notification Procedures for Missing Persons**

Any individual on campus who has information that a residential student may be a missing person should contact a member of the Residence Life staff and/or Campus Safety and Security

forthwith. Residence life staff, when notified of a missing student, will notify Campus Safety and Security forthwith.

Residence Life staff and Campus Safety and Security staff will gather information about the residential student from the reporting person and from the student's acquaintances (description, clothes last worn, where student might be, who student might be with, vehicle description, information about the physical and mental well-being of the student, an up-to-date photograph, class schedule, etc.). Appropriate University staff and resources will be utilized to assist with locating the missing student.

After investigating a missing person report, should the Husson University Department of Campus Safety and Security determine that the student has been missing for 24 hours, the department will notify the Bangor Police Department and the missing student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not emancipated, University officials will also notify the missing student's parent(s) or legal guardian(s) forthwith.

If it is immediately apparent that foul play is suspected (e.g., witnessed abduction), the Campus Safety and Security duty officer will immediately contact the Bangor Police Department and the Associate Vice President of Campus Safety and Security. The Associate Vice President of Campus Safety and Security will in turn notify the Dean of Student Life forthwith.

**NOTE:** If a commuter or nontraditional student is believed missing, the reporting person should immediately notify Campus Safety and Security and/or local law enforcement authorities. The Campus Safety and Security department will utilize University resources to assist outside agencies with these investigations as requested.

Our missing student policy can be found online here (<http://www.husson.edu/security-policies>).



## WORKPLACE VIOLENCE PREVENTION

Husson University will not tolerate any form of violence in the workplace. Workplace violence may be defined as either physical or verbal aggression and may occur in various forms, including verbal threats and assaults. It is very important that all employees and supervisors are aware of this policy and report directly to Safety and Security any incidents that they perceive as potentially

violent. The appropriate supervisor or department head should also be notified. In an effort to prevent workplace violence at Husson University, all reported threats will be thoroughly investigated through a cooperative effort by the appropriate supervisors, department heads, Human Resources and Safety and Security.

Caution and common sense can minimize the risk of workplace violence.

All employees should keep in mind the following **Personal Safety Tips**:

- Trust your instinct: if something ‘doesn’t look right’...it probably isn’t!
- Familiarize yourself and take advantage of safety programs and technology available at Husson University.
- Never open the door of your office to a stranger before or after regular business hours.
- Notify Safety and Security if working exceptionally early or late hours alone.
- When alone, do not mention this fact to telephone callers.
- Build a rapport with other employees in order distinguish strangers from co-workers.
- Report any strange or threatening looking individuals to Safety and Security.
- Make a mental note of suspicious strangers in case a later crisis does occur. Any employee who engages in any form of workplace violence will be subject to

disciplinary action up to and including immediate termination of employment. Supervisors must document any event or report of workplace violence in their areas and advise Security of the same, even if the threat or situation does not at first seem serious. The report should be thorough and contain as many detailed facts as possible including:

- name of person reporting the incident
- name of the employee alleged to have been violent or threatening
- date of the report and incident
- location where the incident occurred
- name(s) of the potential victims
- name(s) of witnesses
- description of details of the incident
- specific description of verbal or physical violence that occurred
- details that might assist in identification (e.g., license plate number, etc.)

## DISCRIMINATION POLICY

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Respect for the rights of all and for the differences among us is essential for the Husson community. Discrimination or harassment of others because of race, ethnicity, nation of origin, religious affiliation, gender, age, sexual orientation, gender identity and/or expression, physical disability, or other characteristics has no place in an intellectual community. If members of the Husson community experience or witness any apparent incident of harassment or discrimination by students, faculty, or staff, they can file a report with the University at: <https://hureport.husson.edu/>. They may also discuss their concerns or request advice from deans, academic advisors, proctors, or resident advisors. Such incidents violate both the ideals of the University and its Social Code and may be subject to appropriate disciplinary sanctions. When such incidents violate the statutes of the State of Maine, criminal prosecution may be pursued.

## HAZING POLICY

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Hazing is defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student. Hazing is a broad term encompassing any action or activity which does not contribute to the positive development of a person; which inflicts or intends to cause physical or mental harm or anxieties; which may demean, degrade, or disgrace any person regardless of location, intent, or consent of participants; or which might include destroying or removing public or private property as a condition of admission into, affiliation with, or continued membership in a group or organization. The express or implied consent of the victim is not a defense. The apathy or acquiescence of these students does not exempt them from responsibility. Anyone with knowledge of these acts may be held responsible.

## University Policy and Maine Law

In accordance with Maine statute set forth in 20-A MRSA Chapter 401, Husson University has a zero tolerance policy on hazing. Violation of the hazing policy may subject an individual or recognized organization or team to disciplinary action, with penalties up to and including suspension or dismissal for individuals and suspension or termination in the case of a student organization or team. In addition to incurring serious University-imposed consequences for violations of Husson policy, students and organizations may be subjected to civil penalties and/or criminal prosecution for violation of Maine statutes, to include “injurious hazing” which is defined as: “any action or situation which recklessly or intentionally endangers the mental or physical health of a student enrolled at an institution in this State.”

### Identifying Hazing

Although some definitions of hazing vary, all definitions have commonalities:

- A power differential exists between the in-group, and those who want to join.
- It is intentional.
- Consent of the complainant does not absolve responsibility of any involved.

Put simply, hazing is a form of victimization. It is premeditated, not accidental. Hazing consists of a broad range of behaviors that may place another person in danger of physical or psychological discomfort, harm, or of activities that demonstrate disregard for another person’s dignity or well-being. A level of coercion is often involved, i.e. those being hazed either could not or did not feel they could opt out because of the peer pressure involved and the desire to belong to the group. The determination of whether a particular activity constitutes hazing will depend on the circumstances and conduct in which that activity is occurring. Here are some key questions to consider:

- Is a person or group being singled out because of status?
- Does an intentional power dynamic exist?
- Will current members refuse to do exactly what the new members are being asked to do?
- Is there a risk, whether real or perceived, of physical or psychological discomfort or harm, i.e. was it demeaning, abusive or dangerous?
- Is there a concern about safety?
- Is there a level of coercion and peer pressure involved and how easily are people able to opt out?
- Do the activities interfere with students’ other activities or obligations (academic, extracurricular, family, religious, etc.)?
- Is alcohol involved?
- Is there a sexual element to the activity?
- Do any activities violate University policy or federal, state or local law? Put simply, is any of this illegal?
- Is the activity being kept a secret? If so, why?

Some incidents of hazing are more egregious than others. Generally, the greater the actual or potential physical or psychological harm, the more severe the hazing. However, this does not mean subtle hazing is any more acceptable. Subtle hazing is often defined as behavior that emphasizes a power imbalance between two groups, i.e. new members versus returning members. This type of hazing is easily identified by a lack of mutual respect. Often viewed as harmless by many, this form of hazing can have detrimental psychological effects on the members and can inhibit the development of a cohesive group.

All forms of hazing incidents typically involve perpetrators (the planners and organizers), bystanders (those who participate but were not hazed or involved in the planning or organizing), and victims (those who were hazed). All involved are responsible for their behavior, but consequences will generally differ based on the seriousness of the incident and one's level of responsibility, planning, or participation.

There are new-member activities that are positive and/or educationally valid that are not hazing, i.e. community service projects, movie nights, ropes course training, tournaments around team history, etc.

If you are unsure if your activities constitute hazing, ask if you would have any reservations describing the activity to parents, grandparents, a professor, dean, police officer or judge. Also, ask how you would feel if the activity was photographed and appeared in the newspaper, on social media, YouTube, or local TV? If this would unsettle you, then the activity probably constitutes hazing.

Hazing has dangerous potential to harm individuals, to damage organizations and teams, and to undermine the educational mission of the University and the fundamental values of our learning community. As such, no student, University employee, University volunteer, student organization, athletic team, or other University-recognized group or association shall conduct or condone hazing activities, consensual or not.

### **Taking Action**

When in doubt about an activity, ask a dean, coach, or other University employee who works with student organizations or teams. They can provide additional examples of behaviors that might constitute hazing, examples of positive group bonding activities and rites of passage for new members, assistance with organizing legitimate events to foster teamwork and cohesiveness, and other relevant information and support. At Husson, we are all community members who are expected to look out and care for one another. Because of this, students and employees are expected to intervene personally or by calling Security if they encounter activities that put others in physical or psychological harm or discomfort as long as they can do so without jeopardizing their own safety or the safety of others. By stepping up and taking action, bystanders are frequently able to put an end to inappropriate behavior before things get out of hand. Husson students and employees should notify appropriate University officials (Security, deans in the Office of Student Life, coaches or other University officials who have responsibilities for student organizations) of any perceived instance of hazing as defined by University policy and/or law and do so as soon as possible so the activity can be stopped or the allegations can be investigated.

Reports may be made directly or anonymously. Anonymous reports may be submitted by using the anonymous reporting tool with the EagleSafe mobile app.



## STUDENT SEXUAL MISCONDUCT POLICY AND PROCEDURE

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The health, safety and well-being of students is the University's primary concern. If you or someone you know may be the victim of any form of Sexual Misconduct, you are strongly urged to seek immediate assistance from the appropriate community resource. Assistance can be obtained 24 hours a day, seven days a week from:

- Husson University Counseling Services 207-941-7625
- Husson University Health Services 207-941-7625
- Husson University Human Resources 207-941- 7131
- Husson University Safety & Security 207-941-7911
- Bangor Police Department 207-947-7382
- Rape Response Services 1-800-310-0000
- Coalition Against Sexual Assault 1-800-871-7741
- Spruce Run-Womancare Alliance 1-800-863-9909

Further information about Title IX and sex discrimination in education is available from the Office for Civil Rights, 400 Maryland Avenue, SW, Washington, DC 20202-1100 (by Customer Service Hotline: (800) 421-3481; fax: (202) 453-6012; TDD: (877) 521-2171; email: [OCR@ed.gov](mailto:OCR@ed.gov); or on the web at [Office for Civil Rights](#)).

# HUSSON UNIVERSITY SEXUAL MISCONDUCT AND GENDER BASED VIOLENCE POLICY

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## Husson University Title IX Sexual Harassment Policy

### Contents:

- I. Overview
- II. Scope of Policy and Geographic Location
- III. Resources
- IV. Responsibility of University Officers, Faculty and Staff to Report Prohibited Conduct
- V. Definitions
- VI. Reports of Sexual Harassment
- VII. Supportive Measures
- VIII. Other Misconduct
- IX. Formal Complaints
- X. Procedures for Responding to Formal Complaints – the Title IX Grievance Process
- XI. Records
- XII. Training

### I. Overview <sup>1</sup>

Husson University is committed to providing and maintaining an environment that is safe, secure, and free from unlawful harassment and discrimination. The University prohibits discrimination against or harassment of any individual or group on the basis of race, color, sex, sexual orientation, gender identity and/or expression, religion, ancestry or national origin, age, physical or mental disability, citizenship, veteran status, or any other applicable legally protected status in the education, employment, housing, and all other programs and activities the University operates. Consistent with this commitment, as well as federal and state laws, Husson University does not tolerate unlawful discrimination or harassment in any form.

Title IX of the Educational Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions, including Husson University, that receive federal financial assistance.<sup>2</sup> Accordingly, Husson does not discriminate on the basis of sex (including sexual orientation and gender

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<sup>1</sup> This policy is effective as of August 15, 2023 and covers all reports or formal complaints of Title IX Sexual Harassment (as defined in this policy) filed on or after that date.

<sup>2</sup> See 20 USC § 1681, et seq. The Title IX regulations are located at 34 C.F.R. Part 106, and include regulatory provisions promulgated on May 19, 2020 [85 FR 30026]



identity), and is committed to responding promptly and fairly to any reports or complaints of sexual misconduct or other forms of sex-based discrimination.

Sexual misconduct of any kind undermines the values and the mission of the University, and it is the responsibility of every member of the Husson community to foster an environment free of such behavior. All members of our community are encouraged to take reasonable and prudent action to prevent, stop and report acts of sexual misconduct. When a report of misconduct is made, the University will take action to protect the person making the report, promote a safe campus community and render sanctions against those found to have violated the policy.

“Sexual misconduct” is broad term used by the University to encompass a wide range of conduct of a sexual nature that is prohibited by Husson University. This policy (referred to as the University’s “Title IX Sexual Harassment Policy” or “Title IX Policy”) applies to certain forms of sexual misconduct – specifically, conduct that constitutes Sexual Harassment as defined under Title IX and which takes place in a Husson University education program and activity. Specifically, this policy addresses the following forms of misconduct, each of which is defined in Section V. of this policy:

- Quid pro quo Sexual Harassment by an employee;
- Hostile Environment Sexual Harassment;
- Sexual assault;
- Dating violence;
- Domestic violence;
- Stalking; and
- Retaliation for reporting or participating in the Title IX process.

In addition to the conduct addressed in this Title IX Policy, the University prohibits a wide range of other types of sexual misconduct which is addressed in documents which include the Student Code of Conduct, the Employee Handbook, and the Faculty Handbook. Individuals are encouraged to speak with the University’s Title IX Coordinator, David Casavant, by phone at 207-941-7132 or by email at [casavantd@husson.edu](mailto:casavantd@husson.edu) regarding the University’s Title IX policy and to Human Resources and/or Student Life if they are not sure which policy applies to a particular situation, if they wish to make a report or file a complaint of misconduct, or if they have any questions concerning possible sexual misconduct or related University processes, services or other supports. Reports related to sexual violence, intimate partner violence, stalking, discrimination, harassment, and bias related incidences can be made at <https://hureport.husson.edu/>. This report will access the University’s Discrimination and Harassment Incident Response Team. Please see below for further information regarding confidential resources.

## **II. Scope of Policy and Geographic Jurisdiction**

This policy addresses Sexual Harassment under Title IX that occurs during the course of any University program or activity against: (1) students enrolled at the University; (2) employees of the University (and applicants for employment) with the University; and (3) other individuals participating (or attempting to participate) in a University education program or activity. In order for this policy to apply, the alleged Sexual Harassment must have occurred on Husson University property, or at a University-sanctioned event or program taking place off campus within the United States in which the University has substantial control over both the Respondent and the context in which the Sexual Harassment occurs.

## **III. Resources**

### **A. *Title IX Coordinator***

If you are the victim of sexual misconduct, your safety and medical needs are paramount. Seeking assistance immediately is important to protect yourself and the members of the University community and to preserve physical and other evidence. Husson University strongly encourages anyone who believes that an incident of sexual misconduct has occurred to report the incident as soon as possible to:

**David Casavant**  
*Associate Provost & Title IX Coordinator*  
*Husson University*  
*1 College Circle*  
*Bangor, ME*  
*207-941-7132*  
[casavantd@husson.edu](mailto:casavantd@husson.edu)  
122 Peabody Hall

The Title IX Coordinator is available to assist students and other individuals in accessing resources available on campus and in the local community, including local law enforcement. The Title IX Coordinator can also explain the processes available through this Title IX Policy, and other applicable policies and procedures of the University.<sup>3</sup>

**B. Confidential Resource Advisors**

Husson University has appointed three individuals to serve as Confidential Resource Advisors to students and employees for those who are victims of gender based violence. These individuals are prepared to assist Husson University community members obtain assistance and access resources from within and outside of the University. The following individuals have been appointed to serve in that role:

*Nichole Proulx, LMFT*  
*Lead Counselor*  
*proulxn@husson.edu*  
*207.941.7790*

*Carolyn Adams, JD*  
*Assistant Professor, School of Legal Studies*  
*adamsc@husson.edu*  
*207.941.7054*

*Kristen Tripp*  
*Success Coach for Accessibility Services*  
*trippkr@husson.edu*  
*207.973.1022*

**C. Emergency Resources**

The following emergency resources are available to all Husson University community members to address any immediate concerns or to obtain emergency assistance related to sexual violence, intimate partner violence, stalking, or sexual misconduct. Please contact the following if you or others need immediate assistance:

- Police (City of Bangor): dial 911 or 207-947-7382
- Campus Safety and Security: dial 207-941-7911 – 106 Peabody Hall

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<sup>3</sup> Further information about Title IX and sex discrimination in education programs is available from the Office for Civil Rights (OCR). Inquiries can be referred to: Office of Civil Rights (Boston Office); U.S. Department of Education; 8<sup>th</sup> Floor; 5 Post Office Square; Boston, MA 02129-3921; (617) 289-0111 (telephone); (617) 289-0140 (fax); [OCR.Boston@ed.gov](mailto:OCR.Boston@ed.gov)

**D. Sexual Assault Support Center and Domestic Violence Resource Center – Off campus Confidential**

- Partners for Peace – 24-hour helpline: [1-800-863-9909](tel:1-800-863-9909); [1-800-437-1220](tel:1-800-437-1220) (TTY)
- Rape Response Services – 24-hour helpline: 1-800-871-7741
- St. Joseph’s Hospital SAFE Program – 207-907-3371
- Maine Coalition Against Sexual Assault 1-800-871-7741
- RAINN – National Sexual Assault 24/7 helpline 1-800-656-4673
- National Suicide Prevention Hotline – 1-800-273-8255

**E. Law Enforcement Agencies**

- Local – Bangor Police Department – dial 911 or 207-947-7382
- State – Maine State Police – dial (207) 973-3700 or 1-800-432-7381 Ext. 9
- Federal – US Marshall’s Service – dial (207) 945-0416
- Other Resources

Regardless of whether you have decided to report the incident to law enforcement, you may seek a forensic exam locally through St. Joseph’s Hospital. Additional information and arrangements can be made through Rape Response Services, law enforcement, or coordinated through a campus CRA or Safety and Security.

Financial Assistance for any cost associated with emergency medical assistance may be available through the Victim’s Compensation Fund.

People affiliated with agencies or organizations on the confidential lists above are considered confidential resources under Title IX. All other employees of the University are obligated to report incidents of sexual misconduct involving a student to the Title IX Coordinator, pursuant to Section IV. below.

Confidential Resources can assist individuals by explaining how the Title IX process and other University processes work; assist individuals with accessing supportive services, accommodations, resources and other services available on and off-campus, and with contacting local law enforcement. The Confidential Resources can also assist individuals with contacting the Title IX Coordinator, if desired. In very rare circumstances, a Confidential Resource may have a professional obligation to share information disclosed to them, particularly if there is a serious risk of danger or a threat to people or property. In addition, such individuals must abide by requirements to report allegations of sexual and/or physical abuse of persons under the age of 18 under Maine law.

**F. Rights of Students and Employees**

Students and employees have the rights to:

- (1) Notify or decline to notify a law enforcement agency, including campus, local or state police, of an alleged incident of sexual violence, intimate partner violence or stalking;
- (2) Receive assistance from campus authorities in making any notification under subparagraph (1); and
- (3) Obtain a court-issued or institution-issued protection order against a responding party involved with the alleged incident of sexual violence, intimate partner violence or stalking;

The University’s disciplinary proceedings may not serve as a substitute for the criminal justice process.

**IV. Responsibility of University Officers, Faculty and Staff to Report Prohibited Conduct**

The University expects all University officers, faculty and staff, including coaches, residential life staff and student employees, to report any alleged incidents of sexual misconduct to the Title IX Coordinator. However, only a report that is made to the Title IX Coordinator constitutes notice of sexual harassment or allegation of sexual harassment resulting in actual knowledge to the University. A report is not required if a student is generally inquiring about the University’s Title IX policy or process, or if a student is talking generally about a situation and does not identify an individual who may have committed a violation of this policy. Only the Confidential Resources listed in Section III.C. above are exempted from this reporting requirement.

Students should be aware that if they discuss an alleged violation of this policy (or other incident of sexual misconduct) with an employee of the University, who is not a confidential resource, that individual will be obligated to report the information to the Title IX Coordinator. If a University officer, faculty or staff member believes that a student is about to disclose a possible violation of this policy, the employee should inform the student that the employee is not a confidential resource and is obligated to report information about possible sexual misconduct the student discloses to the employee. Students should be aware, however, that even if a University officer, faculty or staff member is obligated to make a report to the Title IX Coordinator, the student still has the discretion whether or not to file a formal complaint and pursue resolution of the complaint through the Title IX policy or other University policies or procedures.

## V. Definitions

### A. *General Terms*

*Advisor:* An individual, from within or outside of the University, chosen by a party and who may be present in any meeting or proceeding under the grievance process in order to advise the party and participate in the live hearing, in accordance with the requirements stated below.

*Complainant:* An individual who is alleged to be the victim of conduct that could constitute Sexual Harassment.

*Consent:* Words or actions that show a knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. Consent is active, not passive, and is given by clear actions or words. Consent may not be inferred from silence, passivity, or lack of active resistance alone. Consent cannot be gained by force, by ignoring or acting in spite of the objections of another, or by taking advantage of the Incapacitation of another, where the Respondent knows or reasonably should have known of such Incapacitation. The use of alcohol or other drugs will never function to excuse behavior that violates this policy, and being intoxicated does not diminish one's responsibility to obtain consent.

A dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. In some situations, an individual may be deemed incapable of consenting to sexual activity because of circumstances or the behavior of another, or due to their age. Examples of such situations include, but are not limited to, incompetence, impairment from alcohol and/or other drugs, fear, unconsciousness, intimidation, coercion, confinement, isolation, or mental or physical impairment.

*Decision-Maker(s):* The individual(s) appointed by the Dean of Student Life or Chief Human Resource Officer to serve on the Title IX Review Panel.

*Formal Complaint:* A document filed by a complainant or signed by the Title IX Coordinator or Deputy Coordinator alleging Sexual Harassment against a Respondent and requesting that the University investigate the allegation of Sexual Harassment. A Formal Complaint must be made in writing to the Title IX Coordinator and triggers the University's Title IX Grievance Process under Section X below. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or be electronic mail using the contact information noted above.

*Grievance Process:* The Title IX Grievance Process is initiated through the filing of a Formal Complaint and is comprised of the procedures by which the Formal Complaint is investigated and resolved (See Section X).

*Incapacitation:* The physical and/or mental inability to make informed, rational judgments about whether to consent to sexual activity. Incapacitation can result from, among other things, sleep, blackouts, flashbacks, a temporary mental or physical health condition, involuntary physical restraint, or from intentional or unintentional consumption of alcohol and/or other drugs. Where alcohol or other drugs are involved, Incapacitation is determined by how the substance consumed impacts a person's decision-making capacity, awareness of consequences, and ability to make informed judgments. The perspective of a reasonable person will be the basis for determining whether one should have known about the impact of the use of alcohol and/or other drugs on another's ability give consent.

*Parties:* The parties are the Complainant(s) and Respondent(s) to a Formal Complaint.

*Report:* A communication of alleged Sexual Harassment that triggers the obligation of the Title IX Coordinator to discuss with, and provide to the alleged victim, appropriate Supportive Measures; and to explain the Formal Complaint (Grievance) process under this policy. Any individual may make a Report, whether the individual is the alleged victim or not. A Report is not the same as a Formal Complaint of Sexual Harassment, as defined above.

*Reporting party:* a student or employee who reports having experienced an alleged incident of sexual violence, intimate partner violence or stalking at an institution of higher education.

*Responding party:* an individual who has been accused of an alleged incident of sexual violence, intimate partner violence or stalking at an institution of higher education.

*Respondent:* An individual who has been reported to be the perpetrator of conduct that could constitute Sexual Harassment.

*Sexual Misconduct:* An umbrella term used by the University to encompass a full range of conduct of a sexual nature prohibited by the University that may or may not constitute *Sexual Harassment* under Title IX and this policy. Sexual misconduct that is not considered "*Sexual Harassment*" as defined under subsection B. below will be referred by the Title IX Coordinator to the cognizant University office or official(s) responsible for addressing such conduct.

*Supportive Measures:* Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Supportive Measures are discussed in more detail in Section VII. below.

*Title IX Review Panel:* A panel appointed by the appointed by the Dean of Student Life or Chief Human Resource Officer, consisting of one to three individuals, which will participate in the live hearing following the investigation of a Formal Complaint, make determinations of responsibility, and impose remedies, if warranted. Panels comprised of more than one member will have a designated Chairperson who will preside over the hearing, including making decisions on relevance of questions and evidence.

*University:* The term University refers to Husson University.

*Witness:* An individual who has information relevant to a Formal Complaint.

## **B. *Conduct Prohibited under Title IX***

The terms defined in this subsection constitute Sexual Harassment prohibited under Title IX when they occur within the context of the University's programs and activities. Sexual Harassment can be committed by any person regardless of gender, sexual orientation or gender identity; and can be committed using technology. For other conduct, including other forms of sexual misconduct, that does not meet one of the following definitions, please refer to other documents such as the Student Code of

Conduct, the Employee Handbook, and the Faculty Handbook for information on how such conduct will be addressed by the University.

***Sexual Harassment*** under Title IX means conduct on the basis of sex that includes:

1. ***Quid Pro Quo Sexual Harassment by an Employee:*** A University employee conditions an aid, benefit, or service of the University on the participation by a student, an employee, or another member of the University community in unwelcome sexual conduct.
2. ***Hostile Environment Sexual Harassment:*** Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a complainant equal access to the University's education program or activity.
3. ***Intimate Partner Violence:*** any of the acts that constitute abuse under Title 19-A, section 4002, subsection 1, paragraphs A to H that are committed by an individual who is or has been in a social relationship with another individual of an intimate nature regardless of whether the individuals were or are sexual partners.
4. ***Sexual Assault:*** An offense classified as a Forcible or Non-forcible Sex Offense under the uniform crime reporting system of the FBI, which includes:
  - a. ***Forcible Sex Offenses:*** Any sexual act directed against another person, without the Consent of the victim (including instances where the victim is in a state of Incapacitation) such as:
    - i. ***Forcible rape (except statutory rape):*** Sexual intercourse with a person, forcibly and/or without that person's Consent or in instances where the victim is in a state of Incapacitation.
    - ii. ***Forcible sodomy:*** Oral or anal sexual intercourse with another person, forcibly and/or without that person's Consent or in instances where the victim is incapable of giving Consent because of their youth or because of Incapacitation.
    - iii. ***Sexual assault with an object:*** Use of an object or instrument to unlawfully penetrate, however, slightly, the genital or anal opening of the body of another person, forcibly and/or without that person's Consent or in instances where the person is incapable of giving Consent because of their youth or because of Incapacitation.
    - iv. ***Forcible fondling:*** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or without that person's Consent or in instances where the person is incapable of giving Consent because of their youth or because of Incapacitation.
  - b. ***Non-Forcible Sex Offenses:*** include incest and statutory rape. "Statutory rape" in Maine is defined as a sexual act with another person who is not the actor's spouse and who is under the age of 14, or who is 14 or 15 and the actor is at least 5 years older than the other person.
5. ***Dating Violence:*** Crimes of violence committed by a person:
  - a. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  - b. Where the existence of such a relationship shall be determined based on a consideration of the following factors: (a) length of relationship; (b) type of relationship; (c) the frequency of interaction between persons in the relationship.
6. ***Domestic Violence:*** Crimes of violence committed by a current or former spouse or intimate partner of the victim, by a *person* with whom the victim shares a child in common, by a person who is cohabiting with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of Maine, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or

family laws of Maine. In Maine, this includes the following crimes (more information is available at the noted legal citations):

- a. Domestic violence assault (17-A M.R.S. § 207-A)
  - b. Domestic violence criminal threatening (17-A M.R.S. § 209-A)
  - c. Domestic violence threatening (17-A M.R.S. § 210-B)
  - d. Domestic violence stalking (17-A M.R.S. § 210-C)
  - e. Domestic violence reckless conduct (17-A M.R.S. § 211-A)
7. **7. Sexual Violence:** means conduct that constitutes:
- f. Any crime under MRSA Title 17-A, chapter 11.
  - g. Unauthorized dissemination of certain private images pursuant to MRSA Title 17-A, section 511-A.
  - h. Aggravated sex trafficking or sex trafficking pursuant to MRSA Title 17-A, section 852 or 853, respectively; or
  - i. Sexual harassment as defined in MRSA Title 14, section 6000, subsection 2-A.
8. **Stalking:** means conduct that constitutes the crime of stalking under MRSA Title 17-A, section 210-A.

#### **C. *Retaliation***

Neither Husson University nor any person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege under Title IX, or because the individual has made a Report or filed a Formal Complaint, testified, assisted, participated or refused to participate in any manner in an investigation, proceeding or hearing. Reports of retaliation should be made to the Title IX Coordinator and will be addressed the Student Code of Conduct, the Employee Handbook, or the Faculty Handbook as may be applicable. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or Sexual Harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or as a report of formal complaint of Sexual Harassment, for the purpose of interfering with any right or privilege secured by Title IX or this policy, constitutes retaliation. The identity of any individual who has made a report or complaint, provides information, is reported to have engaged in misconduct, or is named and/or participates in any proceeding under this policy shall be kept confidential, except as may be permitted under applicable confidentiality and privacy laws and regulations.

#### **D. *False Reports and Statements***

False reports or making materially false statements in connection with this policy, to any University official or in the course of any University proceeding, is prohibited and will be addressed the Student Code of Conduct, the Employee Handbook, or the Faculty Handbook as may be applicable.

### **VI. Reports of Sexual Harassment**

Any individual who is required to make a report, and others who wish to make a report of Sexual Harassment should contact the Title IX Coordinator listed below at any time. There is no time limit on making reports of Sexual Harassment. Reports are to be directed to:

David J. Casavant; Associate Provost and Title IX Coordinator; casavantd@husson.edu; 207-941-7132. Alternatively, reports can be made using the Eagle Safe app. Individuals making a report can select “Report a Tip” or “Support Resources”. “Report a Tip” allows for anonymous reporting. The “Support Resources” option provides another means by which to contact the Title IX Coordinator. Reports related to sexual violence, intimate partner violence, stalking, discrimination, harassment, and bias related incidences can be made at <https://hureport.husson.edu/>. This report will access the University’s Discrimination and Harassment Incident Response Team.

After a Report of Sexual Harassment is made, the Title IX Coordinator will meet with the Complainant if that individual is identified in the Report to discuss Supportive Measures that may be appropriate based on the circumstances of the matter (see Section VII. for a detailed discussion of Supportive Measures). The Title IX Coordinator will then implement any appropriate Supportive Measures. The provision of such measures will remain confidential, to the extent possible under the particular circumstances. In some situations, specific administrators, faculty, staff and/or students may be provided limited information in order for the University to effectively implement a Supportive Measure.

The Title IX Coordinator will explain the process for filing a Formal Complaint under Section IX. below, and the Grievance Process under Section X. The Complainant is under no obligation to file a Formal Complaint. If the Complainant chooses not to file a Formal Complaint, the Complainant may continue to receive appropriate Supportive Measures.

Confidential Resources for individuals who are not required to make a report to a Title IX Coordinator and are not ready to make a report are listed in Section III.C. As noted above, reports of Sexual Harassment may be made anonymously, although the University’s ability to respond and support the alleged victim may be limited if the Title IX Coordinator is unable to obtain further information following an anonymous report.

## **VII. Supportive Measures**

Supportive Measures are individualized services provided to either party, without a fee or charge to the party. The measures are designed to restore or preserve equal access to the University’s education programs or activities, to protect the safety of parties or the University’s educational environment, or to deter sexual harassment.

Supportive Measures will be offered to the Complainant (alleged victim) following a Report of Sexual Harassment. Such measures may continue to be provided a Complainant, and may be modified based on the Complainant’s needs, when a Formal Complaint is filed, as well as during and after the conclusion of the Grievance Process under Section X. In addition, Supportive Measures will be offered to Respondents after a Formal Complaint is filed. Supportive Measures are not designed to be overly burdensome to either party and not disciplinary or punitive.

The following are examples of the types of Supportive Measures that may be provided, depending on the particular circumstances of the parties, the allegations, and other relevant factors as determined by the Title IX Coordinator.

- Restrictions on contact between the parties
- Modifications of work or class schedules
- Counseling,
- Extensions of deadlines or other course-related adjustments,
- Changes in work or housing locations
- Campus escort services



- Increased security and monitoring of certain areas of the campus
- Safety/crime prevention briefings
- Leaves of absence
- Other similar protective or safety measures

The provision of any Supportive Measures to the Complainant or Respondent must be kept confidential to the extent that maintaining such confidentiality does not impair the ability of the University to provide the Supportive Measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

### **VIII. Other Misconduct**

When addressing alleged misconduct under the Title IX Policy, the University's primary focus will be on addressing the alleged misconduct and not on other Husson University alcohol or other drug policy violations that may be discovered or disclosed. The University strongly encourages individuals to report alleged incidents of Sexual Harassment or other forms of sexual misconduct and seeks to remove any barriers to reporting. The University recognizes that an individual who is or was under the influence of alcohol or other drugs at the time of the incident may be hesitant to make a report because of potential Student Code of Conduct consequences for such behavior. An individual who reports Sexual Harassment or other sexual misconduct will generally not be subject to disciplinary action by the University for personal consumption of alcohol or other drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. Decisions regarding amnesty under this paragraph will be made by the Title IX Coordinator in conjunction with the Dean of Student Life in light of the circumstances of the particular situation. The Title IX Coordinator, Dean of Student Life or other appropriate University officials, however, may hold an educational discussion with, or recommend other educational or therapeutic remedies regarding alcohol or other drugs for, the reporting individual(s). Providing false claims so as to obtain amnesty is an abuse of process and will be met with stern sanctions.

The filing of a Report under this policy is independent of any criminal investigation or proceeding. Except in cases where it is determined that conducting proceedings might impede a criminal investigation or otherwise not be in the best interests of a law enforcement agency or a Reporting Party, the University will not wait for the conclusion of any criminal proceedings to commence its own investigation.

## **IX. Formal Complaints**

### **A. *Formal Complaint Filed by Complainant***

An alleged victim of Sexual Harassment (i.e., the Complainant) may file a Formal Complaint of Sexual Harassment to the Title IX Coordinator. A Formal Complaint cannot be filed anonymously. The Formal Complaint may be a written document or through an electronic submission filed with the Title IX Coordinator, and must include the Complainant's physical or digital signature (or otherwise indicate that the Complainant is the one filing the Formal Complaint). The Formal Complaint must include: (1) Information about the alleged violation(s) – i.e., date, time, location, individual(s) who allegedly engaged in Sexual Harassment, a description of allegations (which need not be extensive); and (2) a request that the University investigate the allegation(s). Those filing a Formal Complaint should reach out to the Title IX Coordinator, David Casavant, by calling 207-941-7132, or emailing [casavantd@husson.edu](mailto:casavantd@husson.edu).

### **B. *Formal Complaint Filed by Title IX Coordinator***

In certain instances when the alleged victim chooses not to file a formal complaint, the Title IX Coordinator may determine that the specific circumstances warrant pursuing a Formal Complaint (e.g.,

when the Respondent has been found responsible for previous Sexual Harassment or there may be a threat to the safety of members of the University community) and thus, may file a Formal Complaint on behalf of the University. In such cases, the alleged victim will receive notice of the complaint, and will be notified of further information at various points in the grievance process, but the alleged victim is not a party to the Formal Complaint.

### **C. *Consolidation of Formal Complaints***

The Title IX Coordinator may consolidate multiple Formal Complaints where circumstances warrant. Such circumstances might include, but are not limited to, situations in which: a Complainant has filed a Formal Complaint of Sexual Harassment against more than one Respondent regarding the same incident; there are multiple complaints against a Respondent; or each of the parties file a Formal Complaint against the other party and arising out of the same facts or circumstances.

### **A. *Dismissal of Formal Complaints***

1. The Title IX Coordinator must dismiss a Formal Complaint if the alleged conduct:
  - a. Does not constitute Sexual Harassment defined under Section V. of this policy;
  - b. Did not occur within the scope of the University's education programs and activities; or
  - c. Did not occur in the United States.
  
2. The Title IX Coordinator may dismiss a Formal Complaint if:
  - a. The Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or withdraws particular allegations within the Formal Complaint;
  - b. The Respondent is no longer enrolled in or employed by the University; or
  - c. If there are specific circumstances that prevent the University from gathering evidence sufficient to reach a determination regarding the Formal Complaint or any allegations within the complaint.

The Title IX Coordinator will inform the parties in writing of any dismissal pursuant to this section and explain the reasons for the dismissal. Each party has the opportunity to appeal a dismissal in accordance with Section X. (Subsection I.) of this policy.

Additionally, even if a formal complaint is dismissed pursuant to this Section of the policy, any alleged misconduct that potentially violates another University policy may be addressed under the other policy and will be referred by the Title IX Coordinator to the cognizant University office or official(s) responsible for addressing such conduct.

## **X. Procedures for responding to Formal Complaints – the Title IX Grievance Process**

A Formal Complaint initiates the Title IX Grievance Process implemented by the Title IX Coordinator. This section outlines the significant steps of this process. Additional detailed information about protocols for the conduct of the investigation, live hearing, or other aspects of the grievance process will be provided to the parties, as needed, in a timely fashion.

## ***A. General Obligations of the University***

Throughout the Grievance Process, the University will:

- Treat Complainants and Respondents equitably;
- Not presume a Respondent is responsible until and unless such a determination of responsibility is made following a hearing as set forth in subsection F. below;
- Objectively evaluate all relevant evidence;
- Ensure that any individuals involved in the grievance process (e.g., Title IX Coordinator, investigators, adjudicator) have appropriate training, and do not have a conflict of interest or bias for or against either party;
- Follow the reasonably prompt timelines specified in the grievance process and explain any reasons necessitating a delay;
- Provide all required notices of meetings and hearings;
- Provide opportunities for the parties to review and respond to relevant evidence, both favorable and unfavorable;
- Provide the parties with the opportunity to be accompanied to any meetings or hearings by an advisor of their choice;
- Provide the parties with the opportunity to present witnesses, as well as other evidence;
- Not restrict the parties from speaking about the case for their own emotional support or preparation;
- Assume the burden of gathering evidence and burden of proof (rather than such burdens resting with the parties); and
- Comply with all applicable confidentiality and privacy laws and regulations during the grievance process.

In general, the University will attempt to complete the grievance process within approximately 90 days of the date the Formal Complaint is filed. However, there may be circumstances when the process will take longer due to the absence of the parties or other individuals important to the process, difficulties in obtaining evidence, or other reasonable factors.

The institution may not publicly disclose the identity of the reporting party or the responding party, except as necessary to carry out a disciplinary proceeding or as otherwise permitted under state or federal law.

The identity of a reporting party and a responding party and all information relating to an incident of sexual violence, intimate partner violence or stalking are confidential and may not be disclosed by the institution except as necessary to carry out a disciplinary process or as otherwise permitted under state or federal law.

## ***B. Notice to Parties and Initial Steps***

The Title IX Coordinator will provide written notice of the Formal Complaint and allegations of Sexual Harassment potentially constituting prohibited conduct under this policy. The notice will include:

- Notice of the grievance process and the availability of an informal resolution process;
- Sufficient details regarding the allegations known at the time (including identities of parties, if known; the conduct alleged; and the date and location of the alleged incident, if known), with sufficient time to prepare before any initial interview (no less than five days).
- A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination as to whether the Respondent is responsible for prohibited conduct will be made at the conclusion of the grievance process;
- Notice that the parties may have an advisor of their choice, who may be an attorney; and that the parties may inspect and review evidence obtained during the investigation;

- Notice of provisions in an applicable code of conduct or policy that prohibits knowingly making false statements or submitting false information during the grievance process;
- Notice that the University, not either party, has the burden of proof; and
- Notice of the name of the investigator, with sufficient time (no less than five days) to raise concerns of conflict of interest or bias.

If, in the course of an investigation, additional allegations become known and the University decides to investigate the additional allegations, the University will provide written notice of the additional allegations to the parties whose identities are known. Following the filing of a Formal Complaint, the Title IX Coordinator will discuss Supportive Measures with each party and implement such measures as appropriate (see Section VII.).

### **C. *Informal Resolution Process***

After a Formal Complaint has been filed, and if the Title IX Coordinator believes an informal resolution may be appropriate, the Title IX Coordinator may offer the parties the opportunity to participate in an informal resolution process to resolve the complaint without completing the investigation, hearing, and determination process. Informal resolutions cannot be used to resolve a Formal Complaint where the Complainant is a student and the Respondent is an employee.

Informal resolutions can take many forms, depending on the particular circumstances of the dispute. Examples include, but are not limited to: facilitated discussions between the parties; restorative justice; acknowledgment of responsibility by a Respondent; apologies; sanctions against a Respondent or requirement to engage in specific services; or Supportive Measures. Both parties must voluntarily agree in writing to participate in the informal resolution process, and either party can withdraw from the process at any time.

In order to initiate an informal resolution, the Title IX Coordinator will provide written notice of the formal complaint and allegations of Sexual Harassment potentially constituting prohibited conduct under this policy. The notice will include the allegations, the requirements of the informal resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegation, and any consequences resulting from participating in the information resolution process, including the records that will be maintained or could be shared. At any time prior to agreeing to a resolution, either party has the right to withdraw from the informal resolution process and resume the grievance process.

The University must agree to the terms of any informal resolution reached between the parties. If an informal resolution agreement is reached, it must be signed by both parties and the University. Any such signed agreement is final and binding according to its terms. Any terms in an informal resolution that include involvement by the University must be approved by the Title IX Coordinator.

### **D. *Emergency Leave***

The University, in consultation with the Title IX Coordinator, may place a Respondent on emergency leave during the grievance process if there is a determination (following an individualized safety and risk analysis) that there is an immediate threat to the physical health or safety of a student or other individual arising from the allegations of Sexual Harassment. Examples of such circumstances might include, but are not limited to, a continued threat of violence against a Complainant by a Respondent, or a Respondent's threat of self-harm due to the allegations. The Respondent will be provided notice of the emergency leave, and will be provided an opportunity to challenge the decision following the removal (in a

meeting or other opportunity to be heard; not a hearing). The Respondent has the burden to demonstrate why the emergency leave was unreasonable.

Any such decision to place a student or employee on emergency leave shall be made in compliance with any rights of the student or employee under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act.

#### **E. *Investigation***

The Title IX Coordinator will appoint a trained, independent investigator to investigate the allegations in a Formal Complaint. The investigator will:

1. Meet with the parties after they have received appropriate notice of any meeting and its purpose, with sufficient time to prepare.
2. Allow the parties to have their advisor at all meetings or proceedings. The advisor may not make any statements or otherwise advocate on behalf of the party during any meeting or proceeding, except with regard to the live hearing, as described below.
3. Allow the parties to identify fact and expert witnesses, and submit inculpatory and exculpatory evidence.
4. Interview witnesses and conduct such other activities that will assist in ascertaining facts (site visits, review of documents, etc.).
5. Consider evidence that is relevant and directly related to the allegations in the Formal Complaint. During the course of the investigation, provide both parties and their advisors with an equal opportunity to inspect and review any evidence that is obtained as part of the investigation that is directly related to the allegations in the Formal Complaint, including evidence which the University does not intend to rely upon in reaching a determination of responsibility, and favorable and unfavorable evidence. The parties will be provided 10 days to submit a written response prior to completion of the investigation report.
6. Create an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the hearing, send the report to the parties and advisors (if any) either in hard copy or electronically, for their review and written responses. At least five days prior to the hearing, the parties may provide a written response to the investigation report to the Title IX Coordinator for consideration at the hearing.
7. The investigative report and the parties' responses shall be forwarded to the Title IX Review Panel in advance of the hearing.
8. The University will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.

#### **F. *Live Hearing***

Following the issuance of the Investigative Report, the University shall provide for a live hearing conducted by a Title IX Review Panel [i.e., the Decision-maker(s)] that will consider the evidence, make determinations of responsibility, and impose remedies, including, if warranted, disciplinary sanctions. Panels comprised of more than one member will have a designated Chairperson who will preside over the hearing, and any other Panel members, and decide on relevance of questions and evidence during the hearing. The live hearing will typically be held within 15 days from the issuance of the investigation report.

Features of the live hearings include the following:

- At the request of either party, the parties will be in separate rooms with available technology to allow the parties and the Title IX Review Panel to see and hear the parties and witnesses answer questions.
- Both parties must have an advisor at the hearing. If a party does not have an advisor at this stage of the process, the University will appoint one for the party at no cost to the party.
- The Panel Chairperson will establish and generally enforce rules of decorum that the parties and advisors must follow.
- The Panel member(s) may ask questions of the parties, their advisors and any witnesses.
- The advisors (and not the parties) are permitted to conduct cross-examination of the other party and any witnesses, by asking relevant questions and follow-up questions, including those challenging credibility.
- All evidence from the investigation that was subject to the parties' inspection and review will be available at the hearing to give each party the opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.
- Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant unless offered to prove someone other than the Respondent committed the alleged conduct or concern specific incidents of the Complainant's prior sexual behavior with the Respondent and are offered to prove consent.
- The Panel member(s) will not draw an inference about the determination regarding responsibility based solely on the party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.
- The Panel may request input from the parties and the University concerning possible sanctions, either during the live hearing or after a finding that the Respondent is responsible for Sexual Harassment.
- The University's legal counsel is permitted to attend the hearing and to provide information or advice to the adjudicator if asked.
- A recording shall be made of the hearing, and made available to the parties for inspection and review.

### ***G. Standard of Proof and Determination of Responsibility***

The University uses a preponderance of the evidence standard ("more likely than not") in making determinations of responsibility, for both students and employees. Following the live hearing, the Title IX Review Panel shall make a final determination of responsibility and, if warranted, remedies. The Panel shall issue a written determination, which shall include the following:

- Identification of all the allegations potentially constituting Sexual Harassment as defined in this policy;
- A description of the procedural steps taken from receipt of the Formal Complaint through the determination, including notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- Findings of fact supporting the determination;
- Conclusions regarding the application of this policy (prohibited conduct) to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the University imposes on the Respondent, and whether remedies designed to restore or preserve equal access to the University's education programs and activities will be provided to the Complainant;
- The University's procedure and permissible bases for the Complainant and Respondent to appeal as described in subsection I. below.

The written determination shall be provided to the parties simultaneously. The determination concerning responsibility becomes final either on the date that the University provides the parties with the written determination of the results of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which the appeal would no longer be considered timely.

The reporting party and the responding party be informed in writing of the results of a disciplinary proceeding not later than 7 business days after a final determination of a complaint, not including time for appeal, if any, unless good cause for additional time is shown. The reporting party and responding party must be informed of the process, if any, for appealing the decision.

#### ***H. Remedies and Sanctions***

Remedies are measures used to ensure that the Complainant has equal access to the University's education programs and activities following an adjudicator's determination. Such remedies may include one or more Supportive Measures described under Section VII., and may include other appropriate measures, depending upon the determination and the needs of the Complainant. The Title IX Coordinator is responsible for implementing remedies and providing any needed assistance to the parties regarding implementation.

The following are examples of the types of sanctions that may be imposed on a Student Respondent when there is a determination that the Student Respondent is responsible for one or more violations of this policy. Sanctioning decisions will be based on relevant factors, including but not limited to: the nature of the conduct at issue; any prior disciplinary sanctions imposed on the Respondent based on a previous finding of responsibility for misconduct; the Respondent's willingness to accept responsibility for their actions; and previous University responses to similar conduct.

*Warning:* A formal written statement that the student's behavior was unacceptable and a warning that future violations of University policies and rules will result in more severe action.

*Probation:* A formal statement that any future violations of University policies and rules will result in possible suspension or expulsion. Terms of the probation will be specified and may include denial of social privileges; exclusion from activities; housing restrictions/loss; referral to counseling or other supports; and/or other measures deemed appropriate.

*Suspension:* Termination of student status for a defined period, or for an indefinite period with the right to re-apply after a specific length of time. Suspension may include specific conditions for the student's return. A student returning from suspension remains on disciplinary probation for the remainder of the student's Husson career. Other restrictions may be imposed as deemed appropriate.

*Expulsion:* Permanent separation from the University.

*Withholding Diploma:* The University may withhold a student's diploma for a specified period of time and/or prohibit participation in commencement and activities associated with commencement if the student has disciplinary charges pending, or as a sanction if the student is found responsible for an alleged violation.

*Revocation of Degree:* In extraordinary circumstances, the University reserves the right to revoke a degree awarded by the University for Sexual Harassment committed by a student prior to graduation if a finding of responsibility is not concluded until after graduation or in other aggravating circumstances.

*Other Actions:* Such other action as the Title IX Review Panel may reasonably deem appropriate. Examples include, but are not limited to:

- Mandated counseling (including substance use counseling)
- Mandated training on, for example, sexual or relationship sensitivity, sexual harassment awareness and prohibitions.

- No contact order(s).
- Changes in academic schedules
- Apology.
- Volunteer or community service requirements
- Facilitated meeting with Complainant and/or other affected individuals (only with agreement of Complainant and other affected individuals).
- Campus or community service.
- Housing sanctions (including, but not limited to, reassignment, or loss/revocation/restriction of privilege to live in University housing or specific types of housing, alteration of status in housing lottery).
- Loss of existing, or loss of opportunity for leadership positions, campus employment, extracurricular activities and/or off-campus study.
- Loss of social privileges, such as the ability to attend or participate in social or extracurricular activities and events.

The following are examples of the types of sanctions that may be imposed on an **Employee Respondent** when there is a determination that they are responsible for one or more violations of this policy:

- Written warning.
- Probation.
- Demotion.
- Suspension with or without pay.
- Termination.
- Forfeiture of pay increase.
- Loss of supervisory responsibilities.
- Performance improvement/performance management plan.
- Counseling.
- Training.

In addition to the sanctions above, a **Faculty Respondent** may also receive sanctions that include, but are not limited to:

- Loss of department, division or program chair.
- Loss of research funds or other funds.
- Loss of named chair.
- Loss/relocation of office.
- Restrictions on interaction with department/program.
- Loss of other privileges.

### *I. Appeals*

Each party has the opportunity to appeal a determination regarding responsibility, or a dismissal of a Formal Complaint. Appeals are allowed on the following grounds:

1. A procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
3. The Title IX Coordinator, investigator, or adjudicator had a conflict of interest or bias for or against complainants or respondents generally, or against the individual Complainant or Respondent, that affected the outcome of the matter; or

An appeal must be filed in writing (e.g., email) to the Dean of Student Life for students, the Provost for faculty, or Chief Human Resource Officer for employees within ten days of receiving the determination,



stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and will not be considered.

Appeals shall be processed according to the following procedures:

1. Appeals will be reviewed and decided by: the Dean of Student Life for student Respondents; the Provost for faculty Respondents; or the Chief Human Resource Officer for staff Respondents.
2. The Title IX Coordinator shall provide a copy of the appeal to the other party. That party shall have seven days to submit a written statement in support of or challenging the outcome of the matter depending on the basis for the appeal.
3. The individual deciding the appeal shall conduct an impartial review of the appeal, including consideration of the written record of the matter, and may consult with other University officials before reaching a decision.
4. The individual deciding the appeal shall issue a written decision describing the result of the appeal and rationale for the result and will provide the written decision simultaneously to the parties.

## **XI. Records**

Records in connection with Sexual Harassment Reports, Formal Complaints and all related proceedings shall be maintained for a minimum of seven years, including but not necessarily limited to the following:

1. Each Sexual Harassment investigation including any determination regarding responsibility and any audio recording or transcript of hearings; any disciplinary sanctions imposed on the Respondent; and any remedies provided to the Complainant;
2. Any appeal and the result therefrom;
3. Any informal resolution and the result therefrom;
4. All materials used to train Title IX Coordinators, advisors, investigators, adjudicators, individuals reviewing appeals, and any person who facilitates an informal resolution process; and
5. Records of any actions, including any Supportive Measures provided in response to a report or formal complaint of Sexual Harassment (and if Supportive Measures are not provided, the basis for such decision).

## **XII. Training**

The University shall ensure that training required by the Title IX regulations is provided to the Title IX Coordinator, investigators, panel members, individuals reviewing appeals, and any individuals who facilitate informal resolutions. Such training shall include, but may not be limited to the following:

1. The definitions of Sexual Harassment under Title IX regulations and this policy;
2. The scope of the University's education programs and activities;
3. How to conduct investigations and the Grievance Process, including hearings, appeals and informal resolution processes;
4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias;
5. Decision-makers shall receive training on any technology to be used at a live hearing, and on issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant;

6. Investigators shall also receive training on issues of relevance to create investigative reports that fairly summarize relevant evidence; and
7. Training materials must not rely on sex stereotypes and must promote impartial investigations and adjudications of Formal Complaints of Sexual Harassment.

The University shall post links to training materials on the University website at the following URL:  
<https://www.husson.edu/about/human-resources/title-ix>

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Husson University reserves the right to amend this policy to better align with or to respond to changes in regulations, case law, or the expectations established by the United States Department of Education. Concerns, questions, or complaints regarding this policy may be directed to:

David J. Casavant, JD, CPA, MBA  
Associate Provost for Academic Affairs  
Title IX Coordinator  
Husson University  
One College Circle  
Bangor, ME 04401  
207-941-7132  
[casavantd@husson.edu](mailto:casavantd@husson.edu)

## PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

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Husson University is engaged in ongoing efforts to provide training aimed at preventing dating violence, domestic violence, sexual assault and stalking. A primary emphasis is with incoming students who receive such training online and in the Husson Experience (first year transition) course. Additionally, students and employees have received training through guest speakers brought on campus to discuss issues of Title IX, the roles of responsible employees, and sexual assault. Student focus groups have helped the University assess the incidents of sexual assault as well as determine the best means for advancing prevention efforts.

Online modules through Campus Clarity and The Law Room have formalized training to assure that efforts at the University are comprehensive for employees and students and that they include primary prevention and risk reduction.

Prior and ongoing training considers definitional matters with particular emphasis on notions of consent and bystander intervention as more fully explained below.

Husson University also offers trainings for students, staff and faculty in personal safety, self-defense (RAD Program), and de-escalation techniques.

## ASSAULT BYSTANDER INTERVENTION

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While there is an ongoing need on University campuses for response to survivors of sexual assault and relationship abuse, there is a growing effort to prevent these types of violence before they occur.

It is important to recognize that sexual assault and relationship abuse are not just women's issues. Violence affects the entire community and all members have a responsibility to take action against sexual assault and relationship abuse.

**One major way that you can take action is by being an active bystander.** Bystanders are individuals that witness either an act of violence or the actions that lead up to violence. Bystander intervention is a simple concept: We are all obligated to act when we witness an act of violence or something that contributes to a culture that supports violence.

While you may easily recognize violence if you witness it first-hand, you may not recognize warning signs as easily. So the first step is to learn to recognize those things that contribute to violence. We know that this type of violence is systemic and deeply rooted in our culture. While this makes eradicating it difficult, this knowledge also gives us hope that sexual assault and relationship abuse are preventable if we all actively work to change the culture that promotes this violence.

**Examples of warning signs that we may observe that give cause for us to speak up and intervene are:**

- A friend telling a sexist joke or saying something degrading or violent toward women.
- A person or institution blaming survivors of sexual assault and relationship abuse for their own victimization.
- A person or group encouraging the excessive use of alcohol or other substances as a means to facilitate sex.
- A friend reporting being the initiator or recipient of controlling behavior in a relationship.
- A person who is sexually harassing someone and making them feel uncomfortable.

While these individual acts may not directly cause an act of violence, it is important to consider that these acts cumulatively create a culture in which violence against others is tolerated and even encouraged. Intervening in these situations may prevent actions and behaviors that lead up to a violent incident and keep you from having to intervene in a more dangerous situation. So not only do you have an opportunity to prevent violence immediately before it happens or during a violent act, you also have hundreds of opportunities to intervene on an everyday basis.

**Other more obvious warning signs are:**

- Someone leading someone else to a private location when you know that they are too intoxicated to consent.
- A heated argument between two partners that seems to be escalating or includes examples of other types of abuse such as psychological or financial abuse or sexual harassment.
- A friend being followed or stalked in person, on the phone, or by use of technology.

Most people might witness these events and think, "Someone else will do something about it." But if everyone assumes that others will exercise the responsibility to act, then it is likely that the opportunity to prevent a violent act will be missed and the situation may become more dangerous and detrimental. Thus, it is important to act early and hold ourselves and each other accountable.

While we are asking you to do *something*, we do not encourage you to put yourself or others at risk. Maintain safety at all times and keep in mind that you should proceed with caution to avoid harm to yourself or further exacerbating the situation for the victim. There are several creative and conventional ways that you can intervene, either directly or indirectly, to prevent someone from being hurt. Depending on your personality and the situation, any one of these might be appropriate, and it is up to you to determine how to handle it in the safest way possible.

### **Here are some ideas for ways to intervene:**

- Address the potential perpetrator directly - Ask them to stop what they are doing and tell them that it is not acceptable or condoned by you, your peers, your group/organization, or the University.
- Create a distraction to divert the attention of the potential perpetrator (for example: start a conversation about something else, tell them they are needed to assist with something, ask the potential survivor to accompany you away from the setting, etc. Say almost anything (use discretion) to allow the potential survivor to escape the situation.
- Enlist the help of a friend or other bystander. Draw their attention to the situation and quickly strategize with them to step in. Ask them to join you in approaching the potential victim or perpetrator or by calling Security while you address the parties involved.

Above all else, remember that you have the power to **DO SOMETHING** to prevent sexual assault or relationship abuse from occurring. We ask and trust that you will exercise this power and contribute to the safety and wellness of our campus community.

*Source: The Stanford University Office of Sexual Assault & Relationship Abuse Education & Response*

We live in time of dramatic cultural and social change, and as our society has become more aware of our shared responsibility to promote the well-being and happiness of its citizens, we must understand our role in preventing violence and creating a safe environment.

### **Maine Sex Offender Registry**

Maine's Sex Offender Registry is accessible at the following link: <http://sor.informe.org/cgi-bin/sor/index.pl>.