

SMCC ANNUAL SECURITY & FIRE SAFETY REPORT 2026



SOUTHERN
MAINE
COMMUNITY
COLLEGE

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SMCC Annual Security & Fire Safety Report

Introduction

In compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Southern Maine Community College distributes an annual security report to all current faculty, staff, and students and notice of its availability to prospective students, faculty, and staff.

The annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, and on public property within, or immediately adjacent to and accessible from the campus. The statistics include crimes reported directly to security, to local law enforcement agencies, and to “campus security authorities.” “Campus security authorities” are defined by the Clery Act as college officials who have “significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.” Professional mental health and religious counselors are exempt from reporting requirements, however they are encouraged to inform individuals, as appropriate, of the procedures to report crimes on a voluntary, confidential basis. The report also includes institutional procedures concerning campus safety and security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and others. These processes are reviewed annually to assess their effectiveness and compliance with applicable statutes.

You can obtain a hardcopy of this report by contacting Safety and Security at 741-5553 or by accessing the security report online at <http://ope.ed.gov/security/Index.aspx> or by scrolling to the bottom of the page.

Campus Alerts and Timely Warnings

Southern Maine Community College (SMCC) is committed to promoting a safe and secure environment for all members of the College community. In compliance with the Clery Act, the College will provide a timely warning (Campus Alert) to the College community of any serious and continuing threat to the health or safety of students or employees occurring on campus.

SMCC will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the Rave Emergency Notification System, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate an emergency.

The following positions are responsible for evaluating situations and initiating notifications:

- President
- Executive staff
- Associate Dean of Administration
- Facilities Manager
- Critical Incident Management Team
- Security

Campus Alerts will be promptly disseminated to the College community, and other entities deemed relevant, through the College's website, electronic mail, posters and flyers, Rave Emergency Notification System and/or any other means that are available and appropriate by either the President, the Vice President and Dean of Strategic Enrollment Management and Student Success, or the Vice President of Operations. Students or employees can sign up for Rave Alert Emergency Notifications and the Rave Guardian App® on the SMCC website located on the portal.

The Rave Alert Emergency Notification System is tested with announced public tests of the emergency alert system and unannounced Lockdown Drills meant to offer the community an opportunity to refresh, rehearse and practice emergency procedures found in the Rave Guardian App® under "**Emergency Info**". These include lockdown procedures, evacuation procedures and maps, and the Run Hide Fight video. Documentation of various tests can be found in Security Dispatch.

SMCC South Portland Campus maintains five secure Safety and Security bulletin boards located strategically across the campus that display updated Campus Alert information should they be deemed necessary. They are located at:

1. Campus Center
2. Safety and Security
3. Gym
4. Ross Technology Center

SMCC Midcoast Campus Safety and Security bulletin boards are located in the following buildings:

1. L.L. Bean Learning Commons

Reporting Crimes

Victims or witnesses of a crime should contact SMCC Safety and Security and/or the respective police department having jurisdiction as soon as they are aware that a crime has been or is being committed on or near campus. At the student's request, officers or administrators will assist in the notification of local law enforcement.

A crime may be reported for the South Portland Campus:

- in person at the SMCC Safety and Security Office located in the Fort Building (92 Campus Center Drive) across from Preble Hall.
- by calling the SMCC Safety and Security Office at 207-741-5553
- by calling South Portland Police Department at 911 for emergencies or at 799-5511 for non-emergencies.

A crime may be reported for the Midcoast Campus:

- in person at the SMCC Safety and Security Office located in the Orion Building (12 Sewall Street).
- by calling the SMCC Safety and Security Office at 207-741-5553
- by calling the Brunswick Police Department at 911 for emergencies or at 207-725-5521 for non-emergencies.

A crime may be reported for Portland Commons (University of Southern Maine):

- in person at the SMCC Safety and Security Office located in the Fort Building (92 Campus Center Drive) across from Preble Hall.
- by calling the SMCC Safety and Security Office at 207-741-5553
- by calling University of Southern Maine Public Safety at 207-780-5211

Daily Crime Log

The purpose of the daily crime log is to record all incidents and alleged criminal incidents that are reported to security. The daily crime log identifies when a crime was reported, the date and time a crime occurred, the nature and general location of the crime, and the disposition of the complaint. It is available to anyone requesting a copy in Security.

Reporting Suspicious Activity

Students and employees are urged to contact SMCC Safety and Security and/or the respective police department having jurisdiction by phone if they notice unusual, suspicious or criminal activity. Suspicious individuals should be reported to Safety and Security, especially if they are seen:

- entering a neighbor's room, apartment or home;
- entering an office or lab without apparent purpose;
- loitering in a parking lot, near residences, offices or childcare facilities; in possession of two bicycles or bicycle parts;
- trying to force entry into a car, window or door;
- attempting to solicit funds;
- acting in a loud, disruptive or threatening manner.

Voluntary, Safe and Confidential Crime Reporting

SMCC encourages accurate and prompt reporting of all crimes to security or the respective law enforcement agency with jurisdiction when the victim of a crime elects to, or is unable to, make such a report. If you are the victim of a crime and do not want to pursue action within Southern Maine Community College or the Criminal Justice system, you may still consider making a confidential report. With your permission, any staff member in the Campus Safety and Security, Student Services, or Housing and Residence Life Departments (including Resident Director or Resident Assistant) can file an accurate timely report on the details of the incident without revealing your identity or the identity of others. The purpose of a confidential report is to allow the College to take steps to ensure the future safety of yourself and others. With this information, the College can keep accurate records of the number of crimes involving students on campus, determine if there is a pattern of crime and alert the Campus Community to potential danger. Reports of crimes filed in this manner are counted and disclosed with the College's annual crime statistics report.

If you are a witness or bystander to sexual assault or sexual misconduct of any kind in the SMCC community there are a number of safe and direct options available to you that can prevent sexual assault or relationship abuse from occurring. Incidents can be reported safely and anonymously using the Rave Guardian App on your phone. If you allow it, location information will be provided to aid Security or police to a suspected location, or you can call Security and ask to remain anonymous. Other options include addressing the perpetrator directly, telling them to stop and offering victim assistance, calling security or police directly, or asking for help and drawing attention to the situation.

Unfounded Crimes

Only crimes deemed "unfounded" by law enforcement officials may be removed or withheld from Clery Act crime statistic reports. The College must report each year to the Department of Education the number of crimes that were "unfounded" and disclose that number in its annual Security Report.

A Campus "Professional Counselor", when acting as such, is not considered to be a campus security authority and is not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being

counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Building Security and Access

Most campus buildings and facilities are accessible to the campus community, guests and visitors during business hours, Monday through Friday 8am to 5pm. Exterior doors to campus buildings are locked and secured after normal operating hours, typically between 9pm and 7am, Monday through Friday. Security officers routinely check campus buildings. Buildings are also opened on weekends and holidays on an as-needed basis.

Residence halls require a Southern Maine Community College identification card at all times for entrance. Only Southern Maine Community College students living in the residence hall may gain access beyond the interior checkpoint into the living area.

Residents are responsible for the behavior of their visitors and overnight guests while they are on campus and can be held responsible for any violations of the Student Code of Conduct or Residence Hall Agreement committed by them.

Any problems with the residence hall access control system should be reported to the respective Resident Assistant, Resident Director, or the Spring Point Hall Front Desk at 741-5990 or 844-2055 for Orion Hall at the Midcoast Campus during the academic year. SMCC Safety and Security Department is open 24 hours a day and can be reached at 741-5553. The South Portland office is located in the Fort Building (92 Campus Center Drive) across from Preble Hall. The Security office at Midcoast Campus is located on the first floor of Orion Hall (12 Sewall Drive).

SMCC is committed to maintaining a safe environment for students, faculty, and staff that extends to maintenance issues such as campus landscaping, lighting, and door locks. Both Safety and Security Officers and facilities maintenance staff routinely check the campuses for maintenance, safety, and security issues. All members of the campus community are encouraged to report any issues to Facilities Management by calling 741-5636, or the Safety and Security Department any time by calling 741-5553.

Campus Safety and Security

Southern Maine Community College's Safety and Security Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at SMCC. Campus Security has the authority to issue parking tickets which are billed to the financial accounts of students. Campus Security is not authorized to arrest. Criminal incidents



are referred to the respective police departments who have jurisdiction at each SMCC location, and to the Office of Associate Dean of Students for possible disciplinary action. SMCC has a Memorandum of Understanding (MOU) with South Portland and Brunswick Police Departments, maintaining a highly professional working relationship between campus security and area police departments. All crime victims and witnesses are strongly encouraged to immediately report any crime to Campus Safety and Security and/or their respective police departments. Prompt reporting will assure Campus Crime Alerts for the campus community and the accurate disclosure of Clery Act crime statistics.

When a Southern Maine Community College student is involved in an off-campus offense, Campus Safety and Security may assist with the investigation in cooperation with local police departments. South Portland and Brunswick Police Departments routinely work and communicate with SMCC Safety and Security on incidents occurring on-campus, in the immediate neighborhood and business areas surrounding our campus. SMCC Safety and Security can and do respond to student-related incidents that occur in close proximity to campus.

Emergency Response

Emergency situations at SMCC campuses are responded to as follows:

- South Portland Campus by the South Portland Police Department and/or the South Portland Fire Department
- Brunswick Midcoast Campus by the Brunswick Police Department and/or Brunswick Fire Department

Depending upon the situation, other emergency services may be provided by the community in which the campus is located as well as county, state, and federal emergency response services. Emergency procedures and notification methods are reviewed and tested twice a year through scheduled fire drills, monthly

Security training, and testing of the Rave Alert Emergency Notification System® annually.

In addition to numerous RAVE Emergency Notification System dispatch tests, an unannounced Campus wide notification lockdown drill was conducted on September 30, 2025 on the RAVE Emergency Notification System. Emergency response and evacuation procedures are located on the RAVE Guardian App and on “Grab and Go” printed procedures located in every room. All announced and unannounced emergency testings are documented in the report section of the RAVE Command software.

All incidents that have disrupted or have the potential to disrupt college operations or adversely impact a population of the college will activate the Critical Incident Management Plan. Members of the Incident Command Team along with local emergency departments will deem the necessary response, including emergency notifications. Notifications are distributed by the RAVE Alert software, information will be sent that does not compromise law enforcement efforts or overall incident response.

Emergency Lockdown Procedures

When directed in an emergency, please follow the below procedures:

- Remain calm. Encourage others to remain calm.
- Lock or barricade all doors if possible. Use furniture or desks as cover.
- If possible, cover any windows or openings that have a direct line of sight into a hallway.
- Shut the blinds, or pull the shades down. Turn off the lights, and try to give the impression that the room is empty.
- Stay low, away from windows and doors.
- Sit on the floor, or crouch under or behind desks and bookshelves to be as invisible as possible.
- Put all cell phones into vibrate or silent mode.
- Call Security only if new or specific information becomes available regarding the location or conduct of the intruder or if the status of the emergency changes.
- Be as quiet as possible.
- **DO NOT** respond to anyone at the door until an "all clear" text message, email, phone message or school owned computer screen signals "all clear."
- If police enter your secured area and direct you to leave, assist others in moving as quietly and quickly as possible.
- Do not sound the fire alarm in the building unless there is a fire. People may be placed in harm's way when they are attempting to evacuate

the building. If a fire alarm does go off during a lockdown, **do not evacuate** unless you smell smoke or see fire in your area.

- If you are outside a building when a lockdown is announced, if it is safe to do so, run into the nearest building and follow the above lockdown instructions. If it is not safe to run into a building, hide behind a large heavy object (i.e. vehicle, tree). Notify Security of your location when it is safe to do so.
- Be aware of alternate exits in case it becomes necessary to flee.
- Individuals should not attempt to leave a building until told to do so by police or an “all clear” emergency alert is issued by the College.

Evacuation Procedures

The decision to immediately evacuate buildings or the campus will be made by the senior executive staff present usually the President, in coordination with the Vice President of Operations and Campus Security upon confirmation. However, in the case of a fire, building evacuation **will begin immediately** upon sounding of the alarm without waiting for the order from campus staff. SMCC has various systems in place for communicating information quickly that may include audible and visual alarms in each building, telephones, e-mail, the SMCC website, and/or verbal directives that will be used for notification to evacuate. On all campuses, this may include the use of the Rave Alert® emergency notification system.

Evacuation of the college will generally fall into two categories:

- Limited evacuation of a building or designated area.
- General evacuation of an entire campus.

In general, you should plan ahead for possible evacuations. Know primary and secondary evacuation routes from your office or classroom and the campus.

Building Evacuation

If the fire alarm is activated:

- Leave the building immediately. Do not assume it is a false alarm.
- Assist people with disabilities and special needs in exiting the building!
- Do not return for personal items, except for identification if safe to do so.
- Do not go into the restrooms.
- Do not use the elevators.
- Direct visitors or anyone needing assistance to stairwells and exits.
- When you are outside, check in with your supervisor, department personnel or instructor so everyone can be accounted for.

- If faculty, assure that all students in attendance in class that day have evacuated.
- If a department head, make sure that all staff present that day are accounted for and visiting students have been evacuated.

Campus Evacuation

If the campus is evacuated:

- All persons (students and staff) are to vacate immediately the area of campus in question and relocate to another part of the campus grounds or off campus as directed.
- Students and staff will be informed by Rave Alert® Emergency Notification System, email, campus administrator, security staff, or other forms of communication as required by the college.

Evacuation of Persons with Special Needs

All persons at Southern Maine Community College, including those with special needs, must prepare for emergencies ahead of time. SMCC recommends that each person with disabilities or other special needs ask a co-worker, friend or fellow student to provide assistance if an emergency develops. This "evacuation assistant" should be informed about what disabilities you have and how he or she can best help you.

If you are unable to leave the building due to a physical disability:

- Go to the nearest area where there are no hazards.
- Contact Campus Safety and Security by telephone (ext. 5553 or 741-5553) or call 911.
- Be sure to give them the building and room number so they can send help to you.
- If possible, signal out the window to on-site emergency responders.
- Try to establish a "buddy" system to have someone ready to assist you.

To assist visually impaired persons:

- Announce the type of emergency.
- Offer your arm for guidance.
- Tell the person where you are going, obstacles you encounter.
- When you reach safety, ask if further help is needed.

To alert people with hearing limitations:

- Turn lights on/off to gain the person's attention, or
- Indicate directions with gestures, or
- Write a note with evacuation directions.

To evacuate people using crutches, canes, or walkers:

- Assist and accompany to evacuation site if possible, or

- Use a sturdy chair (or one with wheels) to move the person, or
- Help carry individual.

To evacuate people using wheelchairs:

- Non-ambulatory persons' needs and preferences vary.
- Individuals at ground floor locations may exit without help.
- Others have minimal ability to move—lifting may be dangerous.
- Some non-ambulatory persons have respiratory complications.
- Remove them from smoke and vapors immediately.
- Wheelchair users with electrical respirators get priority assistance.
- Most wheelchairs are too heavy to take down stairs.
- If needed, contact Safety and Security at ext. 5553 or 741-5553, or dial **911**. Give building and room number.
- Consult with the person to determine best carry options only as a last resort, otherwise wheelchair users should shelter in place and await professional assistance.
- Reunite the person with the chair as soon as it is safe to do so.

Questions

Questions pertaining to emergency procedures should be referred to Safety and Security at ext. 5553 (741-5553), or to the Campus Safety and Security Supervisor ext. 5939 (741-5939). Specific questions about disabilities should be referred to the Director of Student Accessibility Services at ext. 5923 (741-5923).

Crime Prevention and Safety Programs

Crime prevention at Southern Maine Community College is based on minimizing or eliminating criminal opportunities and encouraging students and employees to be responsible for their own safety/security and the safety/security of others. The Safety and Security Department conducts crime prevention programs upon request to educate the SMCC community on measures the community can take to reduce the chances of becoming a victim of crime. Crime prevention programs for resident students are arranged on an as-needed basis by Resident Assistants, Resident Directors and by the Safety and Security Department. These programs include crime prevention do's and don'ts in the Residence Life Guide as well as various fire and life safety programs throughout the academic year. In addition, a Campus Safety Tips brochure is provided during residence hall opening and consists of proven crime prevention and personal safety tips. The Resident Directors of each hall are responsible for student safety programming, safety related room inspections, and trains staff on proper emergency procedures.

Ongoing educational programs addressed sexual assault, domestic violence, dating violence, and stalking with the help of presenters from the following organizations; Planned Parenthood, Family Crisis, Sexual Assault Response Services of Southern Maine, Frannie Peabody, and Speak About It.

The SMCC Safety and Security Department (741-5553) offers student, faculty, and staff escort services to and from class upon request at the South Portland campus as well as providing assistance through regular ongoing patrols.

Drugs and Alcohol

The Maine Community College System Student Code of Conduct prohibits the use, possession, sale or distribution of alcoholic beverages or illegal drugs on College property or at College related events, as well as being under the influence or knowingly in the presence of drugs or alcohol while on College property or at College related events. In addition, resident students are prohibited from having any alcoholic beverage containers in the residence halls. Violations of the Code or of the Residence Hall Agreement may result in sanctions up to and including dismissal from the College. All State of Maine and federal laws are enforced at SMCC and can result in referral to law enforcement and/or charges under the Student Code of Conduct.

For more information on the Maine Community College System policy on alcohol and other drugs and the College's drug and alcohol abuse prevention program, you may consult the Consumer Information page on the College's web site: <https://www.smccme.edu/about/consumer-info/>.

In addition to the "Alcohol and Drugs" brochure located on the Consumer Information page on the College's web site, the SMCC counseling office offers brochures in the waiting room and gives them to students when needed. The brochures are put out by Maine Community College System, by the NIMH (National Institute of Mental Health) and the NIAAA (National Institute on Alcohol Abuse and Alcoholism). The Advocacy Resource Center disseminates community information and provides referrals to support intervention and recovery for both drugs and alcohol.

Southern Maine Community College does not offer formal substance/alcohol abuse counseling. Students who have alcohol or other substance abuse issues are strongly encouraged to contact their medical provider, a certified substance abuse counselor, or, if in crisis, the Maine Statewide Crisis Hotline at 1-888-568-1112.

Southern Maine Community College offers an alcohol and drug abuse education program that focuses on risk reduction. A variety of programming opportunities are made available to students annually based on incident trends and the needs of current students. SMCC runs an Alcohol Awareness week each semester. It is a week of active and passive educational programs designed to help raise awareness around the impact of alcohol use from a health impact to possible legal impacts. RAs also incorporate passive education on bulletin boards in the residence halls and student activities host campus-wide events like a Mocktail Event in the Dining with information about standard drink demos and the physiological impact of drinking.

Violence Against Women Reauthorization Act (VAWA) and Southern Maine Community College's Procedure on Domestic Violence, Dating Violence, and, Sexual Assault and Stalking

Under VAWA's Campus SaVE Act provisions, SMCC is required to report sexual assault, domestic violence, dating violence, and stalking, beyond crime categories the Clery Act already mandates.

VAWA offenses that fall under Title IX jurisdiction are adjudicated under [Title IX procedures](#). VAWA offenses that fall outside of Title IX jurisdiction are adjudicated as follows:

Any behavior that constitutes domestic violence, dating violence, sexual assault or stalking under this policy are prohibited and will subject the offender to disciplinary action, up to and including dismissal, whether or not criminal charges are filed and without regard to whether the conduct occurred on or off campus. In addition, domestic violence, stalking, sexual assault, rape and other sexual offenses are illegal under Maine criminal statutes and may be separately prosecuted in a court of law. Victims of VAWA offenses are informed of their right and options to report crimes to law enforcement. The campus will assist those individuals who choose to involve local law enforcement with the reporting process should they choose to do so.

Terms

Domestic violence as defined in 34 U.S.C. 12291(a)(12), means felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim, as well as the use or attempted use of physical or sexual

abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic or technological abuse that may or may not constitute criminal behavior, by a person who:

- 1) Is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;
- 2) Is cohabitating, or has cohabitated with the victim as a spouse or intimate partner;
- 3) Shares a child in common with the victim; or
- 4) Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

Dating violence as defined in 34 U.S.C. 12291(a)(11), means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the following factors:

- 1) The length of the relationship;
- 2) The type of relationship; and,
- 3) The frequency of interaction between the persons involved in the relationship.

Stalking as defined in 34 U.S.C. 12991(a)(36), means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- 1) Fear for his or her safety or the safety of others; or
- 2) Suffer substantial emotional distress.

Victims and Witnesses

The College can refer Victims of the above mentioned offenses to counseling support and police assistance, if desired. Care and consideration of the victim's wishes will be taken into account throughout the intervention process. Individuals who feel that they are victims or witnesses and bystanders of any sexual offense, domestic violence, dating violence, or stalking are urged to file a complaint with the respective police departments and/or the College's Safety and Security Department or the Office of the Associate Dean of Students. Reports made to the Safety and Security Department are shared with the Office of the Associate Dean of Students for disciplinary review or action.

The College strongly recommends that all victims seek immediate medical assistance. A victim may have internal or external injuries and may need treatment for disease or infection. Additionally, the College strongly recommends that all victims seek counseling and emotional assistance. A full range of support services can be initiated through Sexual Assault Response Services of Southern Maine by calling 1-800-871-7741 or domestic violence resources by calling 1-866-834-4357.

Standards of Conduct and Disciplinary Process

SMCC's standards of conduct and the student disciplinary process are outlined in the Student Code of Conduct, which is available in the student handbook, the SMCC Compass. The college's procedures for disciplinary action in cases that involve sexual offenses, domestic violence, dating violence and stalking comply with the Higher Education Amendment (HEA) of 1992. In those cases required by the HEA: the accuser and the accused are entitled to the same opportunity, if any, to have others present during the investigative interview and/or during a Stage Two hearing and attendant proceedings. For further information about the disciplinary system, contact the Associate Dean of Students 741-5944.

Student Sexual Misconduct and Assault

A. Introduction

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

SMCC offers prevention and awareness programs for new students through student life activities that promote the awareness of dating violence, domestic violence, sexual assault, and stalking which provide safe and positive options for

bystander intervention; information on risk reduction; and descriptions of ongoing prevention and awareness campaigns for students. These programs include:

SMCC Jeopardy

Students participated in an interactive activity designed to assess their knowledge of SMCC while learning about college policies and procedures, including those related to dating violence, domestic violence, and relationship violence.

Sex Bingo

Educational trivia-style event where students learned about consent, engaging in healthy relationships, terminology, anatomy, the sexual misconduct policy and familiarized them with staff members on campus they can make a report to.

Nursing Health Fairs

Nursing students provided peer education on healthy relationship practices, including the importance of communication, respect, boundaries, and recognizing the characteristics of healthy and unhealthy relationships.

Wings & Wing People

Students participated in an educational program led by the Confidential Resource Advisor, where they enjoyed wings while learning about effective bystander intervention and how to support friends in preventing dating violence, domestic violence, and relationship violence.

For new employees SMCC requires the following training via Safe College's online platform:

Workplace Violence: Awareness & Prevention Employee

Provide employees and supervisors with basic information about awareness and prevention of violence in the workplace. The course will review the levels and causes of workplace violence, the early warning signs of violence, and techniques for defusing hostile situations.

Sexual Harassment Staff-to-Staff

Course is designed to provide employees with a basic understanding of sexual harassment and strategies to maintain a harassment-free environment.

Dating Violence: Identification & Prevention

Employees learn how to recognize signs of abuse, take steps to prevent abuse and learn the correct procedures to safeguard students.

Campus SaVE Act for Employees - Sexual Violence Awareness

Inform employees about the requirements of the Campus SaVE Act. This includes the identification of and response to incidents of sexual violence against students. This course will cover sexual violence awareness, risk reduction and bystander intervention, action to take after sexual violence has occurred, and student disciplinary proceedings, victim protections and sanctions.

Creating a Respectful Workplace

Provide staff with an awareness of how a diverse workforce strengthens an organization. The course examines behaviors, both unintentional and intentional, that can discriminate or contribute to a hostile work environment. It also discusses ways to respond or even intervene in discriminatory acts that are in concert with your organization's policies and showcase positive reinforcing behaviors that show respect and appreciation for staff who are different than you.

B. Personal Responsibilities

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

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

C. Definitions

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

1. "Consent" means a knowing, voluntary, and mutual agreement among all participants to engage in sexual activity. Consent can be given by words and/or actions, as long as those words and/or actions create clear permission regarding willingness to engage in the sexual activity at the time of the activity. Mere submission to engaging in a sexual activity without communicating an affirmative agreement to participate does not constitute consent. Consent can be withdrawn at

any time and, if so withdrawn, the sexual activity shall stop. Consent has been obtained when a reasonable person in the Respondent's position would understand through words and/or actions that the person has voluntarily agreed to the sexual activity, at the time of the activity. Agreement to engage in one sexual activity (such as a Touching) is not agreement to engage in a different sexual activity (such as an Act). Agreement from a person: i) who is unconscious; ii) whose ability to understand the nature of the conduct or control their sexual acts is substantially impaired by drugs, alcohol or other incapacitation, iii) subjected to threats of or use of physical harm or otherwise placed in fear of physical harm; iv) who withdrew consent or otherwise clearly communicated an objection to the activity; or v) under the statutory age of consent for the nature of the activity shall not be regarded as consent

3. **Sexual assault,** as defined in 20 U.S.C. 1092(f)(6)(A)(v), means an offense that meets the following definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting System:
4. **"Rape"** means 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.
5. **"Fondling"** means 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 their age and/or because of their temporary or permanent mental incapacity.
6. **"Incest"** means sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
7. **"Statutory Rape"** means sexual intercourse with a person who is under the statutory age of consent. In Maine, the age of consent is 16.
8. **"Complainant"** means a person who believes he or she experienced an act prohibited by this policy and reports the conduct to the College.
9. **"Respondent"** means a student, employee or other individual within the College's substantial control accused of conduct prohibited by this policy.
10. **"Retaliation"** means pressuring a person to drop or support a complaint or to provide false or misleading information; pressuring a person to participate or refrain from participating as a witness in a proceeding;

or engaging in conduct that may reasonably be perceived to affect adversely that person's educational, living, or work environment for making a good-faith report or participating in good faith in an investigation.

D. Prohibited Conduct

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

E. Reports to a College

1. **When to Report.** Students and employees are advised to report allegations of prohibited conduct immediately, or as soon as possible after the incident of prohibited conduct. Reports can be made via mail, email, phone, web form, or in person.
2. **Where to Report.** To ensure the most prompt response, reports should be given to the Associate Dean of Students. Any other employee who receives such a report shall immediately share the report with the Associate Dean of Students.
3. **What to Report.** A complaint may be made orally or in writing, and should be as specific as possible. A report should disclose the identity of the person(s) alleged to have engaged in the sexual misconduct or sexual assault, and the location(s), date(s) and description of the alleged acts. The College has the obligation to offer supportive measures, provide written information on counseling, mental health, health, legal aid, victim advocacy, visa and immigration, and student financial aid resources. Only when there is a written report does that initiate the process that could lead to an investigation and a live hearing with decision maker.
4. **False Reports.** It is a violation of the Code for any student to intentionally file a report of any kind with a College official when the student knows that such report, by fabrication or material embellishment, is false.

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

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

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

- 6. Visa, immigration, and Student Financial Aid resources are also made available to the complainant if applicable.**

G. Investigations

The College shall investigate Formal Complaints of conduct governed by MCCS Procedure 202.2. Both the complainant and the respondent shall have the same opportunity to provide evidence and witnesses to the investigator. If the parties do not agree to attempt an Informal Resolution, the investigation will initiate after the notice of investigation is issued.

All parties shall receive written notice of the date(s), times(s), location(s), participant(s), and purpose of all hearings, investigative interviews or other meetings, with sufficient time for the party to prepare to participate. If the investigator decides to investigate allegations about the complainant or respondent that are not included in the initial notice, the Investigator shall provide notice of the additional allegations. Further, a College may consolidate Formal Complaints where the allegations of prohibited conduct arise out of the same facts or circumstances.

In gathering evidence, the College may not use records that are privileged without obtaining that party's voluntary written consent. Both parties will have equal opportunity to present witness and evidence to the Investigator. Parties shall forward all evidence to the Investigator as soon as the evidence becomes available.

Prior to the completion of the investigative report, the investigator will provide to the parties, and their respective advisors (if the party has one), all gathered evidence directly related to the allegations, and a copy of the draft report. The evidence will either be electronic or hard copy. The parties and their respective advisors (if the party has one) shall not copy, share, post, or otherwise disseminate the evidence. This prohibition does not apply to the use of evidence in a judicial proceeding. The parties have ten business days to submit a written response to the investigator.

The investigator will review, and incorporate as appropriate, the responses prior to completing the report. The complete report will be provided to the parties, and their respective advisors, and the parties will have ten business days to submit a written response. Following the completion of the investigative report, the live hearing will be scheduled.

The parties will be provided with a copy of the procedures governing the submission and consideration of evidence used during the live hearing.

H. Interim Steps While an Investigation is Conducted

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

I. Participation during Proceedings

Consistent with the Code, both the Complainant and the Respondent shall have the same opportunity to have an advisor present during the course of the investigation and during the live hearing.

J. Live Hearing

The hearings shall be live and may be aided by technology so that the parties may see and hear the proceedings from separate rooms. A recording of the hearing shall be provided to both parties no later than ten business days after the hearing and shall not be copied, shared, posted, or otherwise disseminated. The hearings shall be conducted by a Decision Maker in accordance with NCCS Procedure 202.2 and the MCCS Rules for Title IX Live Hearings and shall use the preponderance of the evidence standard. The Decision Maker shall make determinations of credibility and a determination of responsibility.

Three business days prior to the hearing, parties shall be required to confirm attendance; provide the names of their advisor if they have one; and provide their witness list, in the order the witnesses shall be called. The parties shall also be invited to submit their list of cross-examination questions to the Decision Maker for relevancy predetermination.

The Decision Maker shall open the proceeding and recognize the parties and their respective advisors. If a party does not have an advisor at the hearing the College shall provide one, at no cost. The Decision Maker shall question the parties and witnesses. Advisors shall only participate during oral cross-examination of the other party and witnesses. The Decision Maker shall make relevancy determinations on every cross-examination question and follow up question before the question is answered by the party or witness. Advisors may not appeal the relevancy determination of the Decision Maker.

The Decision Maker shall not take into consideration a party's decision not to submit to cross-examination in reaching a determination regarding responsibility.

All evidence collected during the investigation shall be available at the hearing. The parties and their respective advisors (if applicable) shall not copy, share, post, or otherwise disseminate the evidence. This prohibition does not apply to the use of evidence in a judicial proceeding.

The Decision Maker shall issue in writing a responsibility finding which shall include a statement of and rationale for the finding as to each allegation including a determination regarding responsibility, any disciplinary sanctions the College will impose on the respondent, and whether remedies will be provided to the complainant.

K. Findings

Not more than 7 days after final determination of the complaint, the Decision Maker shall issue written findings which shall include:

- 1) Identification of the allegations potentially constituting sexual harassment;
- 2) A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including all notifications to parties, interviews with parties and witnesses, site visits, methods used to gather evidence and hearings held;
- 3) Findings of fact supporting the determination;
- 4) Conclusions regarding the application of Policy 202 and, if applicable, the MCCS Student Code of Conduct;
- 5) A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanction the College imposes on the respondent, and whether remedies are provided to the complainant; and
- 6) The grounds and procedures for the parties to appeal.

Both parties shall be notified simultaneously in writing and provided with the written findings.

L. Discipline

Student respondents found responsible shall be subject to the full range of potential disciplinary measures set forth in Section IV of the Student Code of Conduct, up to and including dismissal from the College. Employees found responsible shall be subject to the full range of potential disciplinary measures from counseling to termination.

M. Retaliation Prohibited

Neither employees nor students may retaliate against an individual for their involvement in a Title IX proceeding.

N. Protective Orders

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

O. Primary Authority and Annual Training

The Title IX Coordinator(s) at each college and MCCS System Office shall have primary responsibility for overseeing the application of this Procedure. The Coordinator(s) shall ensure that Senior Officials, Informal Resolution facilitators, Investigators, Decision Makers, Appeals Decision Makers, Resident Directors, Resident Assistants, and other pertinent employees are annually informed about this Procedure, and that all training materials are publicly posted to the College's website. The Title IX Coordinator(s) shall further consult with the MCCS General or Associate Counsel on questions arising under, or recommendations to improve, this Procedure.

In addition, Investigators, Decision Makers and Appeals Decision Makers shall receive not less than annual training on issues related to sexual violence, intimate partner violence or stalking, investigatory procedures and hearing procedures to protect the safety and rights of students and promote accountability, objectivity and a trauma-informed response.

P. Other

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

Important phone numbers for victims of sexual assault:

Sexual Assault Response Services of Southern Maine: 1-800-871-7741
 South Portland Police Department: Emergency – 911; Non-emergency – 874-8575
 Brunswick Police Department: Emergency – 911; Non-emergency – 725-6572
 SMCC Safety and Security Department: 741-5553
 Office of Housing and Residence Life: 741-5990 (To reach the RA and/or RD on call)
 Counseling Provided by BetterMynd: www.bettermynd.com

The College strongly recommends that victims of sexual assault:

1. Seek immediate medical assistance. A victim may have internal or external injuries and may need treatment for disease or infection.
2. Report such acts to the College's Safety and Security Department, Office of Housing and Residence Life (for resident students), and/or the respective police department having jurisdiction. Filing a report with the police provides the opportunity for collection of evidence helpful in prosecution that cannot be obtained later. Ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam and sexual crimes investigation kit administered by trained hospital personnel.
3. At the victim's request, security officers or college administrators will assist in the notification of local law enforcement. The College's disciplinary system may proceed against any alleged violator of SMCC policy, whether or not state or federal criminal proceedings exist or are pending.
4. Seek counseling and/or emotional assistance and support. Speaking with a trained counselor can be critical to the emotional or mental well-being of the victim following a trauma.

Victim Accommodations

The College will consider requests for changes in academic accommodations and work with victims to reach a reasonable solution. The College will consider requests for changes in on-campus living accommodations on a space available basis. Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g) commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

Registered Sex Offenders

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

Missing Person Procedure

The purpose of this procedure is to establish protocols for Southern Maine Community College's (SMCC) response to reports of missing students, as required by the Higher Education Opportunity Act of 2008. This procedure applies to students who reside in SMCC campus residence halls. For purposes of

this procedure, a student may be considered to be a “missing person” if the person’s absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances may include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare.

Procedures for designation of emergency contact information

Students age 18 and above and emancipated minors:

Students will be given the opportunity during each semester registration process to designate an individual or individuals to be contacted by the college no more than 24 hours after the time that the student is determined to be missing in accordance with the procedures set forth below. A designation will remain in effect until changed or revoked by the student.

Students under the age of 18:

In the event a student who is not emancipated is determined to be missing pursuant to the procedures set forth below, the college is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing in accordance with the procedures set forth below.

Official notification procedures for missing persons

1. Any individual on campus who has information that a residential student may be a missing person must notify Safety and Security (741-5553) as soon as possible.
2. The Safety and Security Department will gather all essential 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 campus staff will be notified to aid in the search for the student.
3. If the above actions are unsuccessful in locating the student or it is apparent immediately that the student is a missing person (e.g., witnessed abduction), Safety and Security will contact the respective

police department to report the student as a missing person and that department will take charge of the investigation.

5. No later than 24 hours after determining that a residential student is missing, the Vice President and Dean of Strategic Enrollment Management and Student Success will notify the emergency contact (for students 18 and over) or the parent/guardian (for students under the age of 18) that the student is believed to be missing.

Campus communications about missing students

In cases involving missing persons, law enforcement personnel are best situated to provide information to the media that is designed to elicit public assistance in the search for a missing person. Therefore, all communications regarding missing students will be handled by outside law enforcement authorities, who may consult with the college's Dean of Student Life. All inquiries to the college regarding missing students, or information provided to any individual at the college about a missing student, shall be referred to the Dean of Student Life, who shall refer such inquiries and information to law enforcement authorities. Prior to providing the SMCC community with any information about a missing student, the Dean of Student Life shall consult with the respective police department in charge of the investigation to ensure that communications do not hinder the investigation.

Hazing

Hazing is a violation of Maine Community College System policy, federal, and state law. The Federal Stop Campus Hazing Act addresses reports of hazing by a student organization.

The Act defines hazing as: any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons, regardless of the willingness of such other person or persons to participate, that – is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury.

The Act defines a student organization as: an organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports teams, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution.

Maine Community College System Prohibition of Injurious Hazing

Under Maine State Law Title 20-A M.R.S.A. §10004(2)(B), it is a violation of MCCS policy to engage in the injurious hazing of any student, employee, group, or entity affiliated with a college or the MCCS.

“Injurious hazing” means any action or situation on or off MCCS property that recklessly or intentionally endangers the mental or physical health of any such student, employee, group, or entity affiliated with a college or the MCCS.

Penalties:

Pursuant to Maine State Law Title 20-A M.R.S.A. §10004(3), penalties for violating this policy include, but are not limited to, the following:

1. In the case of a person not associated with the institution, the removal of the violator from MCCS property;
2. In the case of a student or employee, suspension, expulsion, and/or other appropriate disciplinary action; and
3. In the case of an organization affiliated with a college or the MCCS, which authorizes hazing, rescission of permission for that organization to operate on MCCS property or receive any other benefit of affiliation with the MCCS or a college.

These penalties shall be in addition to any other MCCS or college rule of conduct, and to any civil or criminal penalty to which the violator(s) may be subject.

Reporting Incidents of Hazing

Hazing incidents can be reported to the following :

SMCC Care Team - SMCCWeCare@maineccc.edu

Campus Security - (207) 741-5553

Associate Dean of Students - (207) 741-5944 - smccdeanofstudents@maineccc.edu

Investigating Incidents of Hazing

In compliance with the Federal Campus Hazing Act and Maine State Law, reports of hazing will be investigated by representatives from the Department of Student Life. Southern Maine Community College will publish a Campus Hazing Transparency Report documenting occurrences and will be updated every six months for the campus community.

When a report is received by the Associate Dean of Students, they will initiate an investigation in their capacity as the conduct officer. The first step is to meet with the reporting party to gather information and determine whether any immediate support or interim measures are necessary. Depending on the circumstances, these measures may include assistance with reporting to law enforcement, access to medical or counseling services, or academic support, such as additional time to complete coursework.

The responding organization will then be notified that an investigation is underway. When appropriate, the organization may be temporarily restricted from holding meetings, events, or other functions while the investigation is pending. The conduct officer will meet with the organization's leadership and, as applicable, any professional advisor or coach associated with the organization, as well as other individuals who may have relevant information.

At the conclusion of the investigation, the conduct officer will determine whether a policy violation occurred in accordance with the applicable conduct process. If a violation is found, appropriate sanctions may be imposed. Sanctions may include suspension or derecognition of the organization and/or individual conduct action for students involved.

If the investigation identifies potential involvement by a staff advisor, coach, or other employee, that portion of the matter will be referred to Human Resources for appropriate review and action.

2025: No reported hazing incidents.

Prevention & Bystander Intervention Strategies

Southern Maine Community College is committed to providing a safe and secure learning environment for all students, faculty, staff, and guests of the college

The following are some tools and strategies for hazing prevention:

- [Free Hazing Prevention Course from the NFHS Learning Center](#)
- [Hazing Prevention 5Ds for Effective Bystander Intervention](#)
- [Hazing Prevention 101: Smart Steps 4 Staying Safe](#)
- [We Don't Haze Video](#)

Hazing Statistics - South Portland Campus			
Hazing Incidents	2023	2024	2025
Campus	N/A	N/A	0
Non-Campus	N/A	N/A	0
Public	N/A	N/A	0
Total	N/A	N/A	0
Residential	N/A	N/A	0

Hazing Statistics - Midcoast Campus			
Hazing Incidents	2023	2024	2025
Campus	N/A	N/A	0
Non-Campus	N/A	N/A	0
Public	N/A	N/A	0
Total	N/A	N/A	0
Residential	N/A	N/A	0

Southern Maine Community College Annual Fire Safety Report for Residence Halls

In the Event of a Fire

1. Sound the alarm from the nearest fire alarm box, remove yourself to safety.
2. Immediately call 911 (9-911 from South Portland campus phones) providing your name, the location of the fire by building name, number, and address or the nearest building if not a structure fire, and the nature of the fire. Do not hang up unless instructed to do so!

Residence Halls	Total # of Fires	Fire Related Deaths	Fire Related Injuries	Fire Drills Conducted	Damage to Property	Fire Detection System	Sprinkler System	Fire Extinguisher	Fire Route
Spring Point Hall	0	0	0	1	NA	Siemens	Yes	Yes	Yes
Surfsite	0	0	0	1	NA	Notifier Series 500	Yes	Yes	Yes
Orion Hall	0	0	0	2	NA	Simplex 4010	Yes	Yes	Yes

All members of the SMCC community are encouraged to report any known residence hall fire circumstances to Safety and Security (Ext.5553), any Resident Director or Resident Assistant, The Vice President and Dean of Strategic Enrollment Management and Student Success, the Director of Residence Life, or The South Portland and Brunswick Fire Departments.

When requested, the Security Department shall provide a copy of the fire log for the preceding 60 days within two business days.

Supervised Fire Drills

Supervised unannounced fire drills are conducted for each residence hall by SMCC staff, the South Portland and Brunswick Fire Departments when available. Additionally, each time new residents occupy a building during the summer, the SMCC staff person coordinating the group's stay ensures that the temporary residents are familiar with evacuation routes and procedures.

Fire Safety Education

All Resident Directors (RDs) and Resident Assistants (RA) receive fire safety and emergency action plan training and are responsible for covering these policies and procedures with residents during the opening community meetings. In August, all residence hall rooms are equipped with evacuation maps posted on the back of the door which indicate the safest and most direct exit routes from the room in the case of an emergency; these are updated annually

Fire Safety Violations and Prohibitions (including rules on portable electrical appliances, smoking and open flames)

The Student Code of Conduct prohibits "creation of a fire hazard or other dangerous condition" and forbids "unauthorized use or possession of weapons, explosive components or chemicals, including fireworks, firearms, explosives, gas or compressed air." The fire code prohibits certain activities and devices from

residence halls. For community safety, residents are expected to comply with the following:

- No appliances other than those specified in the Residence Life Guide are permitted in the residence hall rooms.
- No Halogen lamps, paper lights/lanterns, and other non-LED light sources
- No Extension cords. Only surge protectors that are UL, ETL, or CSA rated and have an on/off switch are permitted
- No candles, candle lamps, wax melters, incense, lighters, matches, or other flammable items of any kind
- Items, decorations, or fixtures may not be attached directly to the ceiling, cover more than 25% of the wall in any given room, cover more than 50% of a door
- Items, decorations, or fixtures must be at least 18 inches away from any sprinkler
- No decoration may be installed in a way that interferes with or tampers with fire safety equipment (smoke detectors and sprinklers).
- Fire doors must remain closed when not in use
- Rooms may not have any item obstructing the path of egress (doors must be able to open a full 90 degrees
- Appliances such as irons and hair straighteners/irons/dryers/curlers should be turned off and unplugged when not in use

All residents are given a copy of the Residence Life Guide at move-in that includes rules related to permitted small appliances and fire safety in general.

All residence halls are smoke free environments. For health and safety reasons the Housing and Residence Life Office does not allow smoking in any room, or on any porch or balcony, or in any residential common area. As of August 1, 2015 SMCC is a tobacco free campus per Maine Community College System policy. No future fire safety improvements are planned for the campus.

Anyone can access Southern Maine Community College's official submission of Clery Crime Act criminal statistics to the Department of Education at <https://ope.ed.gov/campusafety/#/> . Tables of the previous three years criminal statistics for both campuses are available below.

SMCC South Portland Clery Act Criminal Statistics

Criminal Offenses	2023						2024						2025					
	Campus (1)	Non-Campus (2)	Public (3)	Total (4)	Resid. (5)	Un-founded (6)	Campus (1)	Non-Campus (2)	Public (3)	Total (4)	Resid. (5)	Un-founded (6)	Campus (1)	Non-Campus (2)	Public (3)	Total (4)	Resid. (5)	Un-founded (6)
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manislaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	1	0	0	1	1	0	0	0	0	0	0	0	0	1	0	1	1	0
Fondling	4	0	0	4	4	0	0	0	0	0	0	0	1	0	0	1	1	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0
Burglary	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	1	0	0	1	1	0	0	1	0	1	0	0	0	0	0	0	0	0
Dating Violence	3	0	0	3	0	0	0	0	0	0	0	0	1	0	0	1	1	0
Stalking	3	0	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	13	0	0	13	9	0	0	1	0	1	0	0	2	2	0	4	4	0
Bias Crimes	Campus	Non-Camp	Public	Total	Resid	Un-founded	Campus	Non-Camp	Public	Total	Resid	Un-founded	Campus	Non-Camp	Public	Total	Resid	Un-founded
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	Campus	Non-Camp	Public	Total	Resid	Un-founded	Campus	Non-Camp	Public	Total	Resid	Un-founded	Campus	Non-Camp	Public	Total	Resid	Un-founded
Weapons Violations	0	0	0	0	0	N/A	0	0	0	0	0	N/A	1	0	0	1	0	N/A
Drug Law Violations	0	0	0	0	0	N/A	0	0	0	0	0	N/A	0	0	0	0	0	N/A
Liquor Law Violations	0	0	0	0	0	N/A	0	0	0	0	0	N/A	0	1	0	1	1	N/A
TOTAL	0	0	0	0	0	0	0	0	0	0	0	N/A	1	1	0	2	1	0
Disciplinary Actions	Campus	Non-Camp	Public	Total	Resid	Un-founded	Campus	Non-Camp	Public	Total	Resid	Un-founded	Campus	Non-Camp	Public	Total	Resid	Un-founded
Weapons Violations	1	0	0	1	0	N/A	0	0	0	0	0	N/A	0	0	0	0	0	N/A
Drug Law Violations	6	0	0	6	3	N/A	6	0	0	6	3	N/A	13	0	0	13	13	N/A
Liquor Law Violations	25	0	0	25	24	N/A	42	0	0	25	24	N/A	21	9	0	30	30	N/A
TOTAL	32	0	0	32	27	N/A	48	0	0	31	27	N/A	34	9	0	43	43	0

(1) Campus: 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.

(2) Non-Campus: (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.

(3) Public: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

(4) Total campus crime + non-campus + public crime.

(5) Residence: a subset of campus crime. Crimes are counted in both categories. (6) Unfounded - after an investigation by a law enforcement agency any report of a crime that is found to be false or baseless the crime is considered "unfounded."

SMCC Midcoast Clery Act Criminal Statistics

Criminal Offenses	2023						2024						2025					
	Campus (1)	Non-Campus (2)	Public (3)	Total (4)	Resid. (5)	Un-founded (6)	Campus (1)	Non-Campus (2)	Public (3)	Total (4)	Resid. (5)	Un-founded (6)	Campus (1)	Non-Campus (2)	Public (3)	Total (4)	Resid. (5)	Un-founded (6)
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	1	0	0	1	1	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	1	0	0	1	1	0	0	0	0	0	0	0
Bias Crimes	Campus	Non-Campus	Public	Total	Resid	Un-founded	Campus	Non-Campus	Public	Total	Resid	Un-founded	Campus	Non-Campus	Public	Total	Resid	Un-founded
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	Campus	Non-Campus	Public	Total	Resid	Un-founded	Campus	Non-Campus	Public	Total	Resid	Un-founded	Campus	Non-Campus	Public	Total	Resid	Un-founded
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	N/A	0	0	0	0	0	N/A
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	N/A	0	0	0	0	0	N/A
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	N/A	0	0	0	0	0	N/A
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Actions	Campus	Non-Campus	Public	Total	Resid	Un-founded	Campus	Non-Campus	Public	Total	Resid	Un-founded	Campus	Non-Campus	Public	Total	Resid	Un-founded
Weapons Violations	0	0	0	0	0	N/A	0	0	0	0	0	N/A	0	0	0	0	0	N/A
Drug Law Violations	5	0	0	5	5	N/A	0	0	0	0	0	N/A	1	0	0	1	0	N/A
Liquor Law Violations	0	0	0	0	0	N/A	0	0	0	0	0	N/A	2	0	0	2	0	N/A
TOTAL	5	0	0	5	5	0	0	0	0	0	0	0	3	0	0	3	0	0

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