



**BEAL COLLEGE
2018
ANNUAL CAMPUS SAFETY &
SECURITY REPORT**

BEAL COLLEGE 2018 ANNUAL SAFETY & SECURITY REPORT October 2018

Beal College is committed to providing a safe and secure environment for its students, staff, faculty and visitors. The College makes public its campus security policies and provides accurate, complete and timely information about safety on campus.

In compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998*, the College publishes an Annual Security Report. This report is prepared in cooperation with local law enforcement agencies. It contains crime and arrest statistics as well as information about campus policies and practices intended to promote crime awareness, campus safety, and security.

On October 1st each year, all current students, staff, and faculty are sent an electronic copy of this report via College e-mail accounts. The report is also posted on the Beal College website at www.bealcollege.edu and can be accessed by current or prospective students and employees. Paper copies are also available from the College if requested.

Security Policies and Procedures

Security and Access to Campus Facilities:

The Beal College campus is located at 99 Farm Road, Bangor, Maine. The campus is open to students, staff and faculty on Monday through Thursday from 7:30 a.m. until 9:30 p.m., Friday from 7:30 a.m. until 12:00 noon. Prospective students, members of the business community and other professionals have access to the campus during regular business hours. Access to the campus is through the main entrance at the front of the building. Exterior doors are locked at 8:00 p.m. Monday through Thursday, and at 12:00 noon on Friday, allowing egress only. The campus interior and exterior are monitored by closed circuit cameras. Security is provided by the staff and maintenance personnel; for security situations not able to be handled by these individuals, professional assistance is sought from local and state law enforcement agencies. The Bangor area is covered under the 911 emergency system. Beal College does not have dormitories or residential facilities.

Law Enforcement Authority:

1. **Extent of Authority:** There is no arrest authority by campus personnel. Beal College campus personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at Beal College.
2. **Relationship with State/Local Police Agencies:** Criminal incidents are referred to the local police who have jurisdiction on campus. The College makes use of the 911 emergency system.
3. **Importance of reporting all crimes to campus and state/local police agencies:** all students and employees are encouraged to report crimes mentioned under this security report to campus administration and state/local police agencies in a timely manner.

Campus Security Authority: *On campus, certain individuals are identified as the specific school official(s) to whom crimes should be reported. They are:*

Steve Villett, Chief Operations Officer and Prevention Liaison

In the event that a situation arises, that, in the judgment of the Administration, constitutes an ongoing or continuing threat, a campus wide timely warning will be issued.

School Monitoring/Recording/Reporting of Criminal Activity

On-campus and Off-campus Locations:

Beal College keeps records of all criminal activities as they occur on-campus, or at off-campus events organized and sponsored by the College, or on public property adjacent to the College. This information is made available to current and prospective students, faculty and staff. Information is collected from students, staff or faculty reporting said criminal activities and from state/local police agency reports to college administrators. Upon receiving notification that a crime may have been committed, the College administration will immediately contact the state or local police agency with jurisdiction of the alleged crime. Information is transmitted to the College community via special announcements (verbal and/or written) and through this report.

Policy on Voluntary Confidential Reporting: If you witness or are the victim of a crime, the College encourages you to report the crime promptly to the police. Because police reports are public records, the College cannot hold reports of crime in confidence. However, if you do not want to pursue action within the criminal justice system, you may still want to consider making a confidential report. With your permission, the College official can file a report on the details of the incident without revealing your identity. Confidential reports are counted and disclosed in the annual crimes statistics for the institution, while keeping your identity private. Such information allows the College to monitor incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger.

Victim's Options for Reporting to Law Enforcement or Campus Authorities:

1. Notify proper law enforcement authorities, including on-campus and local police.
2. Be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses.
3. Decline to notify such authorities.

Crime Prevention Programs

Beal College provides pamphlets, literature and other information about crime prevention and awareness for students and staff in the Student Lounge. Periodically, the school holds informational sessions from agencies and organizations in the community as part of its prevention programs on campus.

Beal College encourages students and employees to be aware of their responsibility for their own security and the security of others.

Policy on the Possession/Use/Sale of Alcoholic Beverages and Illegal Drugs

Beal College prohibits the unlawful possession, use or distribution of illicit drugs and alcohol on the campus and at any academic or college-sponsored social activity. Beal College's intent is to impose sanctions on students or employees who use, possess or distribute illicit drugs or abuse alcohol while on the College premises including the building, parking areas and surrounding grounds. Sanctions include, but are not limited to, notification to legal authorities, written warning, and/or temporary and/or permanent suspension from Beal College. Upon the College administration's learning of a student's or employee's use, possession or distribution of an illicit drug or abuse of alcohol, the individual will be referred to a counseling center; law enforcement agencies will also be notified when appropriate.

The Enforcement of State Underage Drinking Laws and Federal and State Drug Laws:

As indicated above, Beal College enforces its policies which prohibit the possession, use or distribution of illicit drugs and alcoholic beverages on its campuses and at college-sponsored events.

Under the *Drug-Free Schools and Communities Act (P. L. 101-226)*, Beal College is required to fully inform its students and employees that it will take all measures necessary to prevent drug and alcohol abuse at the campus.

In addition to federal, state and local law enforcement regulations concerning the use of drugs and alcohol, Beal College also states that any use of drugs or alcohol on the Beal College campus is strictly prohibited. Beal College prohibits the unlawful possession, use or distribution of drugs and alcohol during any academic or school-sponsored social activity on campus.

Alcohol and Substance Abuse Information Counseling and Prevention Programs

Upon the Beal College administration learning of a student's or employee's use, possession or distribution of an illicit drug or abuse of alcohol, the individual will be referred to one of the following counseling centers:

WITHIN MAINE & LOCAL:

Acadia Hospital - Alcohol & Drug Treatment	973-6100 or 1-800-640-1211
Community Health & Counseling Services	947-0366
Alcohol & Drug Abuse - Prevention & Treatment	1-800-499-0027

In addition to these counseling centers, the following information of national organizations is provided to assist students in obtaining help for drug or alcohol addiction:

1. The National Institute on Drug Abuse Hotline
1-800-662-HELP (4357)
This hotline is an information and referral service that directs callers to additional treatment centers within the local community.
2. The National Clearinghouse for Alcohol and Drug Information
1-301-468-2600
This is an information and referral line that distributes Department of Education publications about drug and alcohol prevention programs as well as material from other Federal agencies.

Policy Regarding Sex Offenses and Offenders

The Federal Bureau of Investigation (FBI) Uniform Crime Reporting (UCR) defines a sex offense as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

This policy outlines Beal College's program for the prevention of sexual offenses and for reporting the incidence of sexual offenses.

Promotion of the awareness of certain sex offenses:

Beal College prohibits the crimes of sexual assault, domestic violence, dating violence, and stalking on campus. Beal College strongly encourages all students or employees to report any incidents which they feel could constitute a sexual offense while on the campus.

Sexual assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. According to the UCR, rape is defined as 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 is defined as 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 is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law. Statutory rape is defined as sexual intercourse with a person who is under the statutory age of consent.

Consent is agreement to engage in sexual contact. Consent must be freely and actively given, and must be a mutually agreeable and understandable clear permission regarding a person's willingness to engage in sexual activity. Consent may be withdrawn at any time. Past consent does not imply future consent. Silence or absence of resistance does not imply consent. Consent to engage in one form of sexual activity does not imply consent to engage in any other sexual activity. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with any other person. Coercion, force, or threat of either invalidates consent. If someone is under the influence of alcohol or drugs, they cannot consent.

Domestic violence is defined as a felony or misdemeanor crime of violence committed (1) by a current or former spouse or intimate partner of the victim; (2) by a person with whom the victim shares a child in common; (3) by a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner; (4) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or (5) by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence is defined as 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 the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition: (1) dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse; (2) dating violence does not include acts covered under the definition of domestic violence.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person's safety or the safety of others; or (2) suffer substantial emotional distress.

Identity of individual to be contacted in the event of a sex offense:

Incidents of sex offences should be reported to the individual(s) listed below.

Steve Villett, Chief Operations Officer (947-4591)

Information on and assistance in reporting sex offenses to police:

After contact with the individual(s) listed above, contact will be made with the state or local police agency having jurisdiction of the alleged sexual crime. A victim has the right to decline notification to law enforcement authorities (see section C, page 1).

Importance of preserving evidence:

Contact should be made with the individual(s) listed above as soon after the alleged incident as possible. The administration, with a representative of a law enforcement agency, will provide to the alleged victim information regarding the importance of preserving evidence, including the crime scene and one's person.

Identity of on-campus and off-campus counseling services:

There are no on-campus counseling services. All counseling services are provided by professionals in the community. A partial listing of said professionals is included below; a more complete listing may be obtained from the Business Office.

Bangor Police Department	911
Penobscot County Sheriff's Office	1-800-432-7911
Maine State Police	1-800-432-7381
Acadia Hospital	1-800-640-1211
Community Health & Counseling	947-0366
Eastern Maine Medical Center	973-7000
Northeast Crisis Service	1-800-499-9130
Rape Crisis/Rape Response Hotline	1-800-310-0000

Rights of a Victim

If you feel that you have been impacted by gender discrimination which includes sexual assault, sexual harassment, dating or domestic violence, or stalking, you have a right to:

- Receive support services including written information about counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for the victim both within the institution and in the community.
- Have your report handled as confidentially as possible (see page 1 for additional information about the policy on voluntary, confidential reporting)
- File a complaint with the College, and have assistance in doing so.
- Have your complaint investigated.
- Receive assistance in writing a statement of the incident(s).
- Request accommodations to improve your safety and reduce your contact with the accused.
- Request accommodations such as extensions or assignments in classes, changes in working conditions, security escorts, counseling, etc.
- File a police report.
- Be free from retaliation.
- File a complaint through the conduct code or a police report, even without having a forensic exam.

Options for changing a victim's academic and living situation:

As there are no dormitory facilities, Beal College cannot provide options for the changing of a living situation; such counseling would be provided by professionals within the community. Beal College will provide options for changing a victim's academic or working situation, should the need arise; referral will be made to other local colleges or to colleges outside of the local area providing the same program of study.

Procedures for campus disciplinary action of alleged sex offenses:

If an alleged sex offense is reported to any College official, the victim will be informed of their option to notify proper law enforcement authorities, and will be assisted in doing so. Unless the victim has requested confidentiality, disciplinary action is determined by the policing agencies and courts of law. Beal College abides by the disciplinary action determined by the policing agencies and courts of law.

On campus disciplinary action imposed by Beal College following the results of any institutional disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault, or stalking can include immediate dismissal.

On-campus disciplinary proceedings will be prompt, fair, and impartial from the initial investigation until the final result. Disciplinary proceedings will be conducted by trained officials using a preponderance of evidence standard. Both the accused and the accuser have the same opportunities to have others present during any institutional disciplinary proceeding, Both the accused and the accuser have the same right of appeal.

Conduct Proceedings for a Violation of the Sexual Misconduct Policy Overview

If the person accused of a sexual assault is a member of the campus community, a person who has been assaulted may file a complaint through the College conduct system. The Title IX Coordinator, or his or her designee, reviews all allegations of student misconduct and determines if an investigation is warranted.

Type of conduct proceeding used by Beal College, and decision-making process

The Title IX Coordinator will invoke the Title IX Investigation Team in the event that it is determined that enough information has been received to warrant an investigation. If charges are able to be assessed before an investigation is launched, then both the accuser and the accused are notified simultaneously of the charges. Investigations by nature will be fair, prompt, and impartial.

How the institution determines which type of proceeding to use

Beal College only utilizes the investigative model for proceedings dealing with Sexual Misconduct regardless of circumstances of allegations. Investigations will be conducted by officials who receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Standard of Evidence

The standard of proof that will be used during any institutional proceeding arising from an allegation of dating violence, domestic violence, sexual assault, or stalking will be the Preponderance of Evidence Standard.

Lists of the Possible Sanctions

Expulsion
Suspension
Probation
Warning
Educational Component

Protective Measures

No Contact Order. Any party involved in a Title IX investigation (accuser, accused or witness) may request, or the College may impose, communication and contact restrictions to prevent further potentially harmful interaction. These communication and contact restrictions generally prevent in person, telephone, electronic or third party communications. In some cases, an individual may also wish to consider an Abuse Prevention Order or a Harassment Prevention Order from the local courts. This is a civil proceeding independent of the College. If a court order is issued the College will, to the extent possible, assist the protected person in benefiting from the restrictions imposed by the court and will also facilitate on campus compliance with the order. The College may also limit an individual or organization's access to certain College facilities or activities as part of the no contact order.

Academic or Employment Modifications: Any party involved in a Title IX investigation (reporting party, accuser, accused or witness) may request an academic or employment accommodation

after a report of sexual misconduct. An individual who requests assistance in changing their academic situation after an incident of sexual misconduct will receive appropriate and reasonably available accommodations. These may include:

- Academic accommodations, including a change in class schedule, taking an incomplete, dropping a course without penalty, providing an academic tutor, or extending deadlines for assignments;
- Change in schedule
- Providing an escort to ensure safe movement between classes and activities.
- In certain instances, it may be appropriate to make academic or employment modifications that affect the accused.
- Interim Separation: Where the report of sexual misconduct poses an ongoing risk of harm to the safety or well-being of an individual or members of the campus community, the College may place an individual or organization on interim suspension or impose leave for an employee. Pending resolution of the complaint, the individual or organization may be denied access to campus. When interim suspension or leave is imposed, the College will make reasonable efforts to complete the investigation and resolution within an expedited time frame.

Provisions for Both Parties

Both parties, the accused and the accuser, will be afforded the same opportunities to have others present during any institutional proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. This choice will not be limited by the investigative team. Sanctions are handled on a case-by case basis and all sanctions are at the discretion of the Title IX Investigative Team. Both the accused and the accuser are entitled to the same procedural protections. Accordingly, both the accused and the accuser are entitled to the same opportunity to present evidence and witnesses on their behalf and to have others present during any meetings for investigation. Both the accused and the accuser shall be simultaneously informed of the investigator's final determination upon conclusion of the investigation process and any sanctions that may be imposed following a final determination regarding any allegation of rape, acquaintance rape, or other violation of the sexual misconduct policy. Both accused and the accuser have the equal opportunity to appeal the findings and sanctions. Both parties shall be informed of final outcome results.

Sex Offender Registry

The Sex Offender Registry Web Site is maintained by the Maine State Police, State Bureau of Identification and is intended to provide the public information concerning the location of registered offenders currently within Maine. This site may be found at <http://sor.informe.org/sor/> or in writing from: State Bureau of Identification, Attn: SOR, 36 Hospital Street, Augusta, Maine 04337.

Emergency Response and Evacuation Procedures

Emergency Response – Crisis Team

The Beal College Crisis Team was established to respond to and summon the necessary resources to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation.

Timely Warning Notification to Campus Community

All members of the Beal College community are responsible for notifying the Crisis Team of any situation or incident on campus that may involve a significant emergency or dangerous situation and may pose an immediate or ongoing threat to the health and safety of students, faculty, staff or visitors. In the event that a situation arises, that, in the judgment of the Crisis Team, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The Crisis Team will follow established procedure to initiate it’s notification to the campus community through the College website (www.bealcollege.edu), it’s Facebook page, and/or through the College e-mail system. Beal College’s timely warning policy requires notification of Cleary Act crimes.

Initiation of Notification System

The Beal College Crisis Team will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. As stated above, notification will be made through the College website (www.bealcollege.edu), it’s Facebook page, and/or through the College e-mail system.

Determination of Significant Threat

1. Process

- a. Determine that a significant threat or emergency exists.
- b. Notify team members and activate appropriate response plan based on level of threat.
- c. Notify local police and/or fire department to work with campus personnel.

2. Responsibility

It will be the responsibility of the Crisis Team to determine that a significant threat or emergency exists. The President will be the primary authority; however in his absence, other members of the Crisis Team may initiate and lead the response.

3. Crisis Team Members

Steve Villett, Chief Operations Officer
Debbie Crockett, Compliance Officer
Kevin Hardy, Facilities Supervisor
Susan Hawes, Dean of Education
Michael Collins, Welding Instructor
Kevin Meaney, Law Enforcement Instructor

4. Procedure for disseminating emergency information

- a. Confirm significant emergency or threat.
- b. Determine which segment of campus community needs to be notified.
- c. Determine the content of the notification.
- d. Initiate the Notification System.

5. **Procedure to test emergency response and evacuation procedure**
 - a. Plan at least one test of emergency response and evacuation procedure each year.
 - b. Schedule at least one fire drill each year to test procedure.
 - c. Publish emergency response and evacuation procedures in annual Campus Security Report that is disseminated to all students, staff, faculty and visitors.

Evacuation Procedure

When the alarm sounds, all faculty, staff, students, and visitors are required to evacuate the building. Exit the building by means of the designated exits, as quickly as possible.

- Remain calm and focused.
- Keep talking to a minimum.
- Walk. Do not run. Do not panic.
- Close all doors as you leave.
- Exit in an orderly fashion with no more than two people abreast.
- Be prepared to assist people with special needs.

Instructors are to bring their attendance sheet and escort their class from the building. Direct students to use the closest exit and remain together as a group. If smoke hampers your means of exit, find an alternative route.

Crisis Team members will check the following zones to ensure that all faculty, staff, students and visitors have vacated the premises:

- Administrative Hall
- Both Student Lounges
- Nursing Lab / Classrooms 1-3
- Bathrooms / Computer Labs
- Storage Area / Welding Lab
- Med Lab / Classrooms 4-5
- Café
- Fitness Center
- Faculty Room
- Library

All faculty, staff, students and visitors should meet near the light pole at the far left corner of the parking lot near I-395. Do not return to the building until cleared to do so by the Crisis Team or the Bangor Fire Department.

2015-2017 CAMPUS CRIME STATISTICS

Statistics are disclosed in the following categories;

On – Campus: All buildings and other property owned and controlled by the College within the same reasonably contiguous geographic area used in support of, or related to, the institution's educational purposes.

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

Statistics may include reported crimes that involve individuals not associated with the institution.

Criminal Offenses		2015	2016	2017
Murder/Non-negligent manslaughter	On-Campus	0	0	0
	Public property	0	0	0
Negligent manslaughter	On-Campus	0	0	0
	Public property	0	0	0
Sex offenses - Forcible	On-Campus	0	0	0
	Public property	0	0	0
Sex offenses - Non-forcible	On-Campus	0	0	0
	Public property	0	0	0
Robbery	On-Campus	0	0	0
	Public property	0	0	0
Aggravated assault	On-Campus	0	0	0
	Public property	0	0	0
Burglary	On-Campus	0	0	0
	Public property	0	0	0
Motor vehicle theft	On-Campus	0	0	0
	Public property	0	0	0
Arson	On-Campus	0	0	0
	Public property	0	0	0

A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, or national origin.

Hate Crimes		2015	2016	2017
Murder/Non-negligent manslaughter	On-Campus	0	0	0
	Public property	0	0	0
Negligent manslaughter	On-Campus	0	0	0
	Public property	0	0	0
Sex offenses - Forcible	On-Campus	0	0	0
	Public property	0	0	0
Sex offenses - Non-forcible	On-Campus	0	0	0
	Public property	0	0	0
Robbery	On-Campus	0	0	0
	Public property	0	0	0
Aggravated assault	On-Campus	0	0	0
	Public property	0	0	0
Burglary	On-Campus	0	0	0
	Public property	0	0	0
Motor vehicle theft	On-Campus	0	0	0
	Public property	0	0	0

Arson	On-Campus	0	0	0
	Public property	0	0	0
Any other crime involving bodily injury	On-Campus	0	0	0
	Public property	0	0	0

Arrests				
		2015	2016	2017
Illegal weapons possession	On-Campus	0	0	0
	Public property	0	0	0
Drug law violations	On-Campus	0	0	0
	Public property	0	0	0
Liquor law violations	On-Campus	0	0	0
	Public property	0	0	0

Disciplinary Actions				
		2015	2016	2017
Illegal weapons possession	On-Campus	0	0	0
	Public property	0	0	0
Drug law violations	On-Campus	0	0	0
	Public property	0	0	0
Liquor law violations	On-Campus	0	0	0
	Public property	0	0	0

Violence Against Women (VAWA) Statistics				
		2015	2016	2017
Domestic Violence	On-Campus	0	0	0
	Public property	0	0	0
Dating Violence	On-Campus	0	0	0
	Public property	0	0	0
Sexual Assault	On-Campus	0	0	0
	Public property	0	0	0
Stalking	On-Campus	0	0	0
	Public property	0	0	0

An institution may withhold, or subsequently remove, a reported crime from its crime statistics if, after a full investigation, a sworn or commissioned law enforcement officer makes a formal determination that the crime is false or baseless and therefore “unfounded”. There are no unfounded crimes removed from the statistics contained in this report.