

## I. What is “Community Living”?

At UMF, we believe that living well on campus means quite a bit more than maintaining a good grade point average. Our definition of community encompasses each and every person affiliated with UMF: from the President, to the faculty and staff, to residential, commuting, and online students, as well as the greater Farmington community.

Basically, when we talk about community, we are talking about living in a way that illustrates the respect you have for yourself, the respect you have for others, and the importance of taking responsibility for your actions.

We place such an emphasis on respect and accountability because the residence hall environment is home to many people from a variety of backgrounds. In order to facilitate community development, it is expected that each student will respect the rights of other people within the residence halls, the UMF campus, and the town of Farmington.

The purpose of the “Guide to Community Living” is to provide you with an abbreviated reference to some of the UMF policies and procedures that are intended to help you live together amicably and successfully in our residence halls.

Links have been provided for policies where the full text is not listed in this guide. If you have questions or concerns about the contents of this guide, please contact a member of the residence hall staff or call the Student Life office at 778-7348.

*This Guide to Community Living was last revised in July 2026.*

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## II. Guidelines for UMF Residence Hall Living

The residence halls are an integral part of the academic community of the University. The Department of Student Life strives to provide a safe and comfortable living and learning environment where students may live and study within the community of peers.

The University assumes that students know what is right and what is wrong; what is responsible behavior and what is not responsible behavior; what is reasonable and what is not reasonable.

Each student is responsible for what takes place in their own room and consequently may live the way chosen as long as they abide by state and federal laws, as well as UMF policies and procedures, respect the rights and property of others, and abide by health and safety rules.

**As a member of the residence hall community, each student has a responsibility to respect the rights of other members of that community.**

The residence hall staff assists students in creating this environment. As members of floors and of residence halls, students share responsibility for what takes place on their floors and in their residence halls.

All policies are subject to change at any point in the academic year if decided upon by the President's Council or Board of Trustees. Notification of any changes will be made to residents if this occurs.

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## III. Non-discrimination Notice

The University of Maine at Farmington does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender, gender identity or expression, ethnicity, national origin, citizenship status, familial status, ancestry, age, disability physical or mental, genetic information, or veterans or military status in employment, education, and all other programs and activities.

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## IV. Student Life Staff

All staff members have the ability to confront and document incidents within the residence halls and across campus. Any incident report written by a member of the student hall staff will be sent to the appropriate Student Life Professional Staff for appropriate action. Any

residents who do not comply with the reasonable requests of Student Life professional or student staff members may be documented for compliance and/or disorderly conduct.

**The Director of Student Life** is a professional staff member who oversees the Department of Student Life, which includes Residence Life, Housing, major Student Life events, the Center for Student Involvement, and the Landing.

**Assistant Director of Student Life for Training and Community Engagement** is a professional staff member who resides in campus housing and is responsible for the training of Community Assistants, organizes the Encomium program (including the newsletter), and collaborates on major events across campus.

**Coordinator of Student Involvement & Retention** is a professional staff member who advises Student Senate and ACE, and works with student organizations, club sports, and the Collegiate Leadership Competition (CLC) team. They also oversee The Landing and coordinate major events in Student Life.

**Coordinator of Housing & Student Activities** is a professional staff member who resides in campus housing and is responsible for the housing process for both incoming and returning students to the residence halls and residential meal plans. They also serve as the Homeless and Hunger Liaison, supervise the Thrifty Beaver, and advise the Residence Hall Association and the Senior Class.

**Area Directors** are professional staff members who reside in campus housing, and are responsible for the day-to-day management of the residence halls. Their role is to be a presence within the residential halls and uphold University policy. Each Area Director has the experience and skill to create living-learning environments that challenge and encourage development of the “whole” student, foster a sense of community in the residence halls, and empower residents to take responsibility for their actions and decisions.

**Community Assistants (CAs)** are undergraduate student-staff members who provide assistance to residents. CAs are trained to assist residents in a variety of situations such as room lock-outs, resolving roommate conflicts, assisting with the enforcement of campus policies, working through homesickness, and can assist residents who are experiencing academic, personal, and social concerns. CAs also sponsor numerous social and educational programs in the halls each semester.

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## **V. Rights and Responsibilities**

The residence life program at UMF is designed to provide a safe and comfortable environment where students may live, study, socialize, learn, and grow within a community of peers. Each resident is responsible for their own conduct and may live as they please, as long as it does not interfere with the rights of others. The Student Life staff is responsible for ensuring that the rights of residents and the property of the University are not abused. The following information is provided to inform residents of residence hall rights and responsibilities. You will be expected to read and abide by these responsibilities. The

Student Life staff will assist you with interpreting and understanding the responsibilities. Each resident should be aware that the rights and responsibilities are established to ensure a safe and cooperative environment for residents. Please refer to the [\*\*University of Maine System Student Conduct Code\*\*](#) for more information on prohibited activities. The primary resident rights and responsibilities are listed below:

Students have the right to...

- Be treated with respect;
- Be treated with respect, fairness, and in an equitable manner by all paraprofessional (student) and professional staff members;
- Access to paraprofessional and professional staff who provide assistance, guidance, and support, as needed, in an open-minded environment;
- Express their individual self and creativity within established guidelines;
- Access to their residence hall room;
- Live in a clean, safe, and secure environment;
- Be free from harassment, intimidation, or other verbal, mental, and/or physical threat and/or harm;
- Quality service in the residence halls and food service facilities;
- Respect and safety of self and personal property;
- Be free from unreasonable noise;
- An environment that supports learning and the pursuit of academic endeavors;
- Fair and consistent enforcement of housing agreements, contracts, and policies;;
- Host guests within established guidelines;
- Exercise individual freedoms without discrimination of any kind;
- Express themselves as individuals within established guidelines;
- Participate in residential community hall governance and decision making;
- Participate in community policy review and making; and
- Seek individual and community educational and developmental opportunities in their living community.

Students have the responsibility to...

- Read and understand the residential housing contract and its terms and conditions;
- Read, understand, and adhere to rules and regulations contained in the Guide to Community Living and [\*\*University of Maine System Student Conduct Code\*\*](#);
- Respect other community members and their rights;

- Comply with reasonable requests made by community members, staff, and/or University officials;
- Monitor and accept responsibility for their guest(s)' behavior;
- Report violations of policies to appropriate staff;
- Participate in conduct proceedings to determine appropriate standards of behavior;
- Treat paraprofessional and professional staff with respect;
- Respect and follow local, state, and federal laws; and
- Contribute positively to the community by participating in educational, social, and developmental activities.

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## **VI. Health and Safety**

### **General Safety**

Safety is the responsibility of all community members. Tampering with any emergency signage, or phone/video surveillance, other safety devices, or the creation of unsafe conditions is in violation of the student code of conduct. The University expects that students will respect the security of the building, be knowledgeable of safety policies and procedures, and refrain from creating fire or other safety hazards. The Room and Board License identifies items which are prohibited in the residence hall.

### **Personal Safety**

1. Room doors are self-locking and should remain closed when residents are not in their rooms, or they are going to bed at night.
2. Books should be labeled so they can be identified in case they are lost or stolen.
3. Personal property should never be left unattended if at all possible. This includes coats, purses, books, etc.
4. Cars should not be left unlocked, and valuables should not be left in full view.
5. When walking at night, walk where there is plenty of light and avoid dark areas. Campus Police offers an escort service for anyone walking around campus.

For more information, please visit the Campus Police/Public Safety Department's website: **<https://farmington.edu/student-life/campus-safety/>**

### **Theft and Safety**

UMF does not provide theft insurance coverage. UMF is not responsible for theft or damage to personal items. We highly encourage students to take out renter's insurance to protect their belongings.

## **Building Safety**

For your safety and security, exterior doors to the residence halls are kept locked 24/7, and you need your ID to gain access to the halls.

1. Propping any exterior residence hall door open is prohibited. If you find a propped door, please unprop it.
2. Residents and their guests should not let anyone into the building that they do not know.
3. Any room keys and identification cards should be used only by the resident to whom they were issued. The improper use of keys or identification cards can be considered a safety violation.

## **Keys and IDs**

1. Students must return all keys upon moving out of the residence halls.
2. The cost for replacement of the UMF Student ID is \$20. This also includes temporary access cards that are issued.
3. If you lose your room key, there will be a minimum \$60 replacement cost. Duplication of University keys is prohibited.

## **Lockouts**

1. It is the resident's responsibility to remember their ID and room key when they leave their room.
2. In the event you forget your room key and get locked out of your room, first call your roommate to see if they are home. If they are not or you do not have a roommate, contact the CA on duty or Campus Police. The CA's are on duty Monday-Friday between 8:00 P.M.- 8:00 A.M., and 24 hours Saturday and Sunday. Campus Police will handle lockouts between the hours of 8:00 A.M.- 8:00 P.M., Monday-Friday. Contact Campus Police at 778-7400.
3. Students are only permitted 3 lockouts during a semester. The fourth lockout will result in a referral to the student conduct process and may result in being charged.

## **Fire Safety**

1. Tampering with or pulling a fire alarm maliciously or falsely is a criminal act. Tampering in any way with fire safety equipment, which includes smoke detectors, sprinkler systems, exit lights, and fire extinguishers, is a violation of the UMS Student Conduct Code.
2. All ceilings, room doors, fire doors, and hallways in the residence halls must be kept free of loose flammable materials. No more than 50% of a door may be covered.
3. Hallways and room egress must be kept clear of obstructions. Nothing may be stored in the hallways, stairwells, or entrances to buildings, as these items would

obstruct passages in the case of an emergency. Examples include, but are not limited to: bicycles, snow equipment, furniture, boxes, etc.

4. No items should be hanging from the ceiling or pipes.
5. Candles and incense with indication of burning are prohibited in residence hall rooms. Electric candle warmers and scented plug-ins are allowed.

## **Fireworks, Firearms, and Weapons**

According to the University of Maine System, “a weapon is a firearm or other device, instrument, material or substance which is capable of producing death or serious bodily injury”.

1. The following items are not permitted in or on any University properties:
  - Knives with blades over 4 inches in length
  - Firearms of any nature
  - Devices from which a projectile may be fired (e.g. arrow, ball, bullet, missile, pellet, shell, or other material)
  - Nerf guns can be stored in rooms and used on campus during the Humans versus Zombies program that is run each semester. Nerf guns cannot be used in the residence halls.
  - Objects used as clubs that pose reasonable risk of injury.

Please note that this list is not comprehensive and other items considered weapons by Campus Police officers may be confiscated at any time.

1. Concealed weapons are not allowed on campus at any time, regardless of the possession of a concealed weapons permit. Any hunters wishing to bring their weapons to campus must store them with the Campus Police office. If in doubt, please check with the Campus Police office first before bringing a potential weapon on campus.
2. The possession and use of fireworks is prohibited on all University property. Fireworks are defined as any device that makes a display of light or a loud noise by burning of explosive or flammable materials. This includes firecrackers and sparklers.

## **Safety Inspections**

These room inspections are made by the Student Life Staff as a part of hall closing procedures or as needed. They are announced in advance.

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## **VII. Community Policies**

### **Check In and Check Out**

1. When you check into the residence hall, you will receive email instructions to complete a digital Room Condition Report (RCR) for your room and/or suite, where you will mark the condition of each item and note any damage. It is important for you to examine your suite/room carefully to make sure all damage is noted on the RCR to avoid damage billing when you move out of your space. Once you have inspected the room, you will submit the RCR and then be responsible for the room/suite.
2. The RCR will be reviewed at the time of check-out. If there are any damages to the room not indicated on the RCR, you will need to contact Housing before checking out. Failure to properly check out forfeits your right to appeal damage charges. You will also be charged for any item that is missing or damaged since you moved in. There is also a \$25 charge for improper checkout – meaning a student leaves the residence hall without contacting Student Life or a CA and does not properly complete the checkout process, either in person with the CA or through the Express Checkout process.

There will be a \$25 per hour late charge assessed to students who, without permission, fail to check out at the posted checkout time.

3. Express Check Out is available to students on the UMF campus who will not be returning to campus for the remainder of the academic year, for students with approved room changes, and for all students checking out at the end of the academic year. The express checkout envelope must be completed in full and returned to the building key lock box. This signifies to the Student Life staff that the student has completely moved out of their assigned room and that it is ready to be evaluated by staff and subsequently cleaned. Completing an express check-out waives the student's right to appeal damages (if Housing is not notified prior to checking out).
4. There is a cleaning fee if the room is not cleaned prior to checking out. The fee amount is up to the discretion of Student Life and Facilities Management Staff based on the condition of the room. It is expected that residents leave the room in the same condition as when they moved in. Students may not remove University furniture from the residence hall rooms.

### **Room Changes**

1. All room changes must be officially approved by the Department of Student Life.
2. Any student moving to another room and/or checking out of a room must be checked in by a hall staff member and checked out by a hall staff member or through the Express Check Out process.
3. An improper room change or checkout may result in a judicial hearing as well as a \$25 fee, a \$60 key charge (if the key is not returned), and an additional charge for any room damages that are found during the inspection of the room. If a resident

moves without authorization to do so, they could be removed from the space in which they improperly moved to.

## **Break Housing**

Residence Halls close during Thanksgiving, Winter, and Spring breaks; however, students may sign up for break housing. It is required that you request to reside on campus over a break period by the stated deadline. Exceptions can be made for last-minute changes in plans or travel-related concerns. This assists staff with communication with break students and gives Student Life an accurate list of who is on campus.

## **Who Can Enter Your Room**

UMF reserves the right to enter student rooms at any time for maintenance, health and safety reasons, and to regulate the premises in accordance with UMF rules and regulations.

1. If there is an emergency or perceived emergency, a member of the Student Life staff or a Campus Police Officer may enter your room.
2. Attempts are made to contact the resident(s) prior to entering their room. They will knock on your door, identify themselves, and then key into the room if there is no answer.
3. Entry into a student room may also occur in the event of an alarm or other continuous sound that is causing a disruption to the community when the residents of the room cannot be located and/or do not respond to attempts to contact them.
4. Staff from the Department of Facilities Management may enter your room to make necessary repairs or checks. Facilities Management will leave a note to let you know that they have entered and what work they have completed.

## **Appliances**

1. Items permitted in student rooms are small appliances such as hair dryers, irons, coffee makers, and University provided Microchill Units that are U.L. approved and have thermostatically controlled heating elements.
2. Electric space heaters and other high-intensity electrical appliances, including but not limited to halogen lamps, toasters, toaster ovens, air fryers, panini presses, crock pots, and hotplates, are not permitted to be used in student rooms. Appliances can be stored in rooms and taken to a designated residence hall kitchen for use.
3. There is a limit of one University provided Microchill Unit per residence hall room. Accommodations to this may be made for medical concerns.
4. Energy Star-rated products are strongly encouraged for use in the residence halls.

## **Kitchens**

1. Each residence hall/complex has a small kitchen with a stove and oven that are typically available for student use.

2. Residents are encouraged to keep the kitchen clean; if kitchens are not kept clean, residents of the building may be assessed a cleaning fine.

### **Non-Medical Motorized Vehicles**

1. Due to fire safety concerns, mopeds, hoverboards, self-balancing boards, motor scooters, electric scooters, bicycles, skateboards, and other internal combustion engine vehicles may not be used, charged, or stored in any UMF owned, operated, or leased building, including (but not limited to) residence halls, academic buildings, dining halls, the library, etc.
2. Gasoline cans should never be stored in the residence halls.
3. If residents are caught violating these policies, residents may be fined accordingly and will be treated as a conduct violation.

### **Community and Single-User Bathrooms**

1. Each hall will have one designated male and one designated female bathroom on the first floor. On all other floors of the hall, each bathroom will be designated as co-ed/gender neutral, unless the residents of the floor decide to anonymously vote for the bathrooms to be gendered.
2. Only one resident should be in an individual shower, bathroom stall, or single-user bathroom with the door closed at a time due to health related concerns.

### **Furniture**

1. All furniture assigned to the room must remain in that room.
2. Do not stack furniture or prop it on window sills.
3. Residents are responsible for the condition of all furniture in their rooms.
4. Bed risers are allowed but must be made of plastic only and be no taller than 4 inches.
5. Residents may not move furniture from common areas, such as lounges, into their room or outside the building for personal use.

### **Guests**

1. A guest is defined as anyone not assigned by Housing to a particular residence hall.
2. Residents are responsible for the conduct of their guests.
3. Guests may stay up to three consecutive nights on campus per week and no more than a total of nine nights per month.
4. There is a maximum of two overnight guests per resident.

5. Guests remaining in the residence halls past 11:00 P.M. who intend to spend the night must be signed in by their host using the "Guest Sign In" form on their Housing Portal (QR codes posted in residence halls) by 11:00 P.M.
6. Guests are allowed to stay overnight only if all occupants of the room agree to the visit.

## **Cleanliness**

1. Students are responsible for cleaning their personal space.
2. Excessive messes, as determined by staff, may be determined to be a health and safety violation. This may include, but is not limited to, excessive room trash and recyclables, odors that extend into the hallway, restricted pathway to the exit or window, etc.

## **Animals**

1. Stone is UMF's Pet Friendly Community: All pets in Stone Hall must be registered and approved by Student Life. Please email the Housing office at [umfhousing@maine.edu](mailto:umfhousing@maine.edu) for full details about the Stone Hall Pet Friendly Community.
2. Animals, with the exception of toothless fish, are not permitted in any residence hall aside from Stone Hall unless they are approved by the Learning Assistance Center/Disability Services.
3. There is a limit of one fish container per resident with a maximum capacity of ten gallons.
4. The University does not permit students to have any other animals inside the residence halls, including animals belonging to visiting guests (with the exception of service animals).

## **Storage**

1. You can leave your personal items in your room during holiday and vacation breaks.
2. Limited space is available for summer storage.
3. If you wish to store any of your belongings during the summer, you need to make these arrangements with the hall staff:
  - All items must be boxed and labeled.
  - All items must be clearly labeled with the owner's name and contact information, as well as the date on which items were placed in storage. Residents must sign a storage agreement.
  - The following items are not permitted: auto parts or gas powered items, workout equipment, liquids/items that can cause spills, electronics, or any other item the hall staff identifies as not acceptable for storage.

- All bicycles left on bike racks at the end of the academic year are subject to collection and proper disposal.

## **Common Area Damages**

1. Community areas in the residence halls are expected to remain in the condition they were found.
2. If community or common areas (e.g., lounges, bathrooms, hallways, laundry rooms) are damaged, and the person(s) responsible are not identified, the hall or floor will be assessed the costs associated with the repair(s) or replacement(s).

## **Emergency Protocol Signs**

Throughout campus, there are Emergency Protocol Signs. These signs, which are double-sided to show emergency zones, must remain in their location.

1. Any Emergency Protocol Sign that is found to be missing from residence hall rooms will be the responsibility of the occupants of the room.
2. Any notice that is missing from the floor restrooms will be the responsibility of the entire floor. If a notice from a common space is removed, it will be the responsibility of the building to replace the sign.
3. Each instance of damage to common areas, when the perpetrator is unknown, could lead to a floor or the entire residence hall being billed to correct the damage.

## **Quiet Hours**

1. Ordinarily, quiet hours are from 10:00 P.M. to 10:00 A.M. on weeknights and 11:00 P.M. to 11:00 A.M. on weekends in all residence halls.
2. Quiet hours may be adjusted to one hour earlier with the consent of the residents and the Area Director.
3. These quiet hours will be adjusted to 24 hours during the weeks of exams, starting the Friday before the first exam at 11:00 P.M. and lasting until the last scheduled exam period of that week.
4. Consideration is to be given at all times in the residence halls. Consideration is defined as courteous and careful thought of the residents on the floor or in the building.
5. 24-hour courtesy hours are always in effect.
6. Students who are disturbed by unreasonable noise outside of quiet hours should politely speak to the resident causing the noise and ask for the noise level to be lowered. If your neighbor does not respond to your request for reduction of noise, please contact a CA.
7. Residents who are confronted for courtesy hour violations are expected to be courteous and lower the noise level upon request.

## **Postings, Advertisements, and Solicitations**

1. Residents are allowed to post appropriate materials on their own personal doors.
2. All fliers and other announcements for events should be approved by a Student Life Professional Staff Member and should not cause damage when posted. Any fliers and announcements not following this procedure will be removed.
3. No solicitations, vending, or distribution of any type is permitted in the residence halls, nor is any vending permitted from rooms in the residence halls. An exception is made, however, if the residence hall government, the Residence Hall Association, wishes to hold or permit sales or solicitation in the hall.
4. No student may represent any outside agency or campus organization in selling or distributing products or services in the residence hall.
5. Students shall not use nor permit their rooms to be used for any sales.

## **Hall Sports**

Hall sports are not permitted in the residence halls to ensure the safety of others, to decrease unnecessary building damages, and to enhance a cooperative community environment.

## **Laundry**

Laundry facilities are available in each residence hall only to those residing in the residence hall. Any problems with the machines should be reported to the hall staff or the Student Life Office.

## **Trash and Recycling**

1. Students are expected to maintain their living environment and are responsible for disposing of personal trash in the trash room located in each residence hall.
2. We strongly encourage residents to recycle. Each residence hall has a recycling area.

## **Repairs and Maintenance**

Report the matter to the Community Assistant hall staff or to the Student Life Office, and they will help with placing a work order for the issue. Emergency maintenance is reported to the Office of Campus Police at 778-7400 or the Office of Facilities Management at 778-7006.

## **Screens and Windows**

1. Screens must remain in windows at all times.
2. In the event a screen accidentally comes out, it is the responsibility of the resident(s) of that room to contact a Community Assistant in an attempt to have proper repairs made.

3. Deliberate destruction or removal of a screen will result in a fine for the replacement of the screen and/or a referral to the University judicial process.
4. No object may be thrown or dropped from a window. This also means no object may be thrown up to a window or through a window.
5. Exiting or entering a residence hall through a window is also prohibited and will result in a fine or a referral to the University judicial process.

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## **VIII. Assault and Harassment**

The University of Maine at Farmington will not tolerate assault, sexual assault, harassment, or sexual harassment in any form.

If you feel that you have been either assaulted or harassed, there are several resources available on campus and within the Farmington community:

- The Mental Health and Counseling Services has personal counselors available during the academic week as well as on call each weekend. Call for an appointment at 778-7034.
- The UMF Department of Public Safety/Campus Police (often in conjunction with Farmington Police Department) can assist students making a complaint by taking a statement and investigating the incident.
- The Student Health Clinic can provide medical attention during normal business hours. Students requiring treatment after hours may visit Franklin Memorial Hospital.
- The UMF Deputy Title IX Coordinator, Tobias Brown, can be reached at [umf.titleix@maine.edu](mailto:umf.titleix@maine.edu) or by stopping by his office (Franklin Hall 213).
- Situations can also be reported through the UMF **[Title IX Incident Reporting Form](#)**.
- SAPARS is a community organization that provides help for survivors of sexual assault and their families. SAPARS does this through a 24-hour telephone helpline. A trained operator will have an advocate on duty return the call, day or night. The SAPARS helpline is 1-800-871-7741
- Safe Voices is a community organization that provides help for survivors of dating violence, domestic violence, and human trafficking. Safe Voices does this through a 24-hour telephone helpline. A trained operator will have an advocate on duty return the call, day or night. The Safe Voices helpline is 1-800-559-2927.

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## **IX. Alcohol, Tobacco, and Drug Policies**

### **Alcohol**

1. Students are required to read the alcohol information in the **[UMS Student Conduct Code](#)**.

2. Public intoxication which interferes with or disrupts the residential environment for others or necessitates staff intervention or medical attention (as determined by residence hall staff) is prohibited.
3. Common-source containers of alcohol such as, but not limited to, kegs, “beer balls”, punch bowls, alcohol-filled fruit, etc. are not permitted at any time.
4. To promote responsible drinking, items that promote excessive consumption are not allowed in the residence halls or on campus. Examples include, but are not limited to, funnels, beer die/pong tables, beer bong, and other games that promote excessive consumption. The only exception to this policy is professionally trained staff presenting educational programs.
5. Open alcohol containers are not permitted in hallways, lounges, bathrooms, stairwells, or any other common area(s), including exterior adjacent areas to the residence halls, such as porches, lawns, and parking lots.
6. Displays with content regarding alcohol or drugs may not be placed in areas of public view such as room windows facing out and room door exteriors; this includes but is not limited to neon signs, posters, empty container displays including empty boxes.
7. An “of age” room is when all residents living in the room are 21 years of age or older.
8. An “underage” room is when one or more residents living in the room are less than 21 years of age.
9. Alcohol may be consumed by students and their guests who are 21 years of age or older in an “of age” resident’s room only if no underage students are present. Please note that a suite in Frances Allen Black considers each resident’s room as separate, and the common area as shared by all residents of the suite. As such, a room containing only residents that are 21 years of age or older may contain alcohol, but the common space may only contain alcohol if all residents of the suite are 21 years of age or older.
10. The possession of alcoholic beverage containers in “underage” student rooms, either full or empty, will be taken as a presumption of use and possession, and as such, are not permitted, even for decorative or display purposes.
11. Empty alcohol containers may be present in “of age” student rooms as long as they are not used for decorative or display purposes.
12. Students shall not force or conspire to force or deceive another to use alcohol or drugs. Appropriate disciplinary action will be taken when students know of such deception or force and fail to take direct action to stop the incident.
13. While the University is committed to providing assistance, it should be understood that student behavior while under the influence of drugs or alcohol will not be accepted as an excuse for violations of the Conduct Code or University policies and procedures.

## **Tobacco**

1. UMF’s Tobacco Policy prohibits the use of any tobacco products on University property.

2. The use of tobacco and all smoking products is not permitted on any university-owned property, which includes but is not limited to buildings, university grounds, parking areas, walkways, recreational and sporting facilities, and university-owned vehicles.
3. The Student Health Center provides information about free and accessible tobacco cessation treatment on campus or elsewhere to support those who wish to break the habit.

## **Marijuana**

### **Use and Possession of Marijuana is Prohibited on Campus**

Maine law may allow certain marijuana related activities, such as limited medical marijuana use and other recreational use and possession. However, using and possessing marijuana in any form remains a crime under federal law. At the federal level, the Controlled Substances Act criminalizes the growing and use of marijuana, and it is well settled that federal enforcement agencies can prosecute users and growers of marijuana. As a controlled substance, use and possession of marijuana is also prohibited by the University of Maine System Student Conduct Code and is not permitted on campus. In addition to being a federal offense under the act, the use of medical marijuana in the workplace and on campus is restricted by federal laws, such as the federal Drug-Free Workplace Act and the federal Drug-Free Schools and Communities Act. Those federal laws require the University to prohibit the use of marijuana on campus.

### **UMF Students**

The University of Maine Student Conduct Code and the UMF Guide to Community Living prohibits using or possessing marijuana in any form. Students who use or possess marijuana are subject to sanctions. Marijuana use or possession is prohibited across the entire campus, including all open areas and buildings, such as the residence and dining halls. UMF is not required to allow – and in fact is subject to affirmative obligations to prohibit — the medical or recreational use of marijuana in the residence halls or on campus, because marijuana is illegal under federal law. The UMF Campus Police will continue to enforce the campus-wide prohibition of marijuana.

### **Other Drugs**

1. Students shall not possess, make, grow, furnish, sell, or trade any illegal drug or possess, use, sell, manufacture, or advertise drug paraphernalia.
2. Students shall not misuse, abuse, trade, or sell prescription medicines.
3. Use of a legal substance in an inappropriate or harmful manner (example: huffing) is not permitted.
4. The presence of smoke or other types of residue, including but not limited to seeds, stems, or odor as determined by University staff, from illegal drugs or any other substance such as incense, candles, and tobacco products provides justifiable grounds for entering a student's room and for appropriate disciplinary action.

## **Parental Notification**

The inherent risks associated with the abuse of alcohol and other drugs affect the entire community. One important goal of any institutional effort to mitigate the impact of alcohol and drug abuse on the campus at large is to involve faculty, staff, students, medical services, law enforcement services, alumni, and parents in a collaborative relationship to promote a safe and healthy learning community. Broad collaboration and the formation of partnerships between and among these groups can assure collective ownership in protecting a healthy environment where learning, performance, and the social aspects of college life are not compromised.

To that end, in accordance with the Family Educational Rights and Privacy Act (FERPA) and section 952 of the Higher Education Reauthorization Act, which provides for the notification of parents/legal guardians in the case of alcohol and/or drug activity, the University may notify the parents/legal guardians of any student hospitalization directly resulting from alcohol poisoning or drug overdose. Consent of the student is not required under FERPA provisions and section 952 of the Higher Education Reauthorization Act for this notification process.

## **Good Samaritan Policy**

In order to ensure that students receive prompt and appropriate attention for alcohol and/or drug intoxication, and that there are no impediments to seeking such assistance, UMF hereby institutes a Good Samaritan Policy. In those instances in which a student calls Campus Police, Student Life, or another University office for assistance with an intoxicated and/or drug-impaired student, neither the individual calling nor the student in need of assistance will normally be charged with violations of the College's policies related to alcohol and other drugs, except in the circumstances noted below.

This policy does not preclude university or other appropriate authorities from taking actions for violations that may be criminal in nature, such as but not limited to illegal possession of alcohol and/or drugs, supplying alcohol to minors, theft, hazing, physical assault or damage. Moreover, the University will not guarantee absolute immunity from sanctions associated with the UMS Student Conduct Code, though it will normally act to mitigate those sanctions in the case of persons calling for assistance at the time of an alcohol and/or other drug-related incident, as well as for those who require medical attention because of alcohol and/or other drug use and/or abuse.

Additionally, the policy will not be applicable to an intoxicated/impaired student who demonstrates a reckless and/or habitual lack of care concerning their well-being or that of others.

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## **X. Student Conduct Procedures in Residence Halls**

1. When a student is in violation of University policies and procedures, an incident report is written by a Community Assistant, Campus Police, or a professional staff

member and submitted to the appropriate Student Life staff member. The Student Life staff member may take the following steps:

1. Communicate with the student(s) regarding the inappropriate behavior.
  2. The Student Life staff member may indicate a need for the student to schedule a meeting time to discuss the incident(s).
  3. If the student is found responsible for a violation, the Student Life staff member will then take the appropriate action.
2. Sanctions: Each individual case is heard on its own merits. A student's behavioral history based on Student Life records may be considered in deciding on a sanction. The following kinds of sanctions or combination of sanctions may be considered:
- Warning: A written or verbal warning that certain behavior has been offensive or in violation of policies/procedures.
  - Restitution: Compensation for damage or offense committed through payment of money or through appropriate work requirements which in no way degrades the individual or inhibits academic progress.
  - Probation: An established period of time during which a student's actions are subject to close examination.
  - Behavior Contract: A written contract which outlines what the student must do if she/he wishes to remain in the hall.
  - Restriction/Banning: A student may be denied access to any residence hall or part of a residence hall.
  - Suspension of visitation privileges: A student may be denied the privilege of having overnight guests.
  - Temporary suspension from residence hall: A student may be suspended from the residence halls on a temporary, short-term basis.
  - Relocation: A student may be relocated to another room in any of the residence halls.
  - Dismissal: A student may be dismissed from the residence hall for a specified period of time. The specific date and time by which the student must move out of the hall will be arranged by the Student Life professional staff. Students who are dismissed from residence do not receive a refund on their room and board plan.
3. Sanction Concerns: Decisions rendered by the Student Life staff member may be discussed with the Director of Student Life.

Please see the [\*\*UMS Student Conduct Code\*\*](#) for more information about the judicial conduct process, sanctioning, and appeals.

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## **XI. Additional Resources**

### **Emergency Assistance**

Any member of the campus community who is in need of either police assistance or emergency services may call the following numbers:

- UMF Campus Police: x7400 or 778-7400
- Farmington Police Department: 911 or 778-6311
- Franklin County Sheriff's Department: 911 or 778-2680
- Farmington Fire Department: 911 or 778-2120

### **In the Event of a Fire Alarm Activation**

Students are required to read and understand all fire evacuation procedures located on the back of their residence hall room door. In the event of a fire alarm, you should assume there is a fire and exit the building by the shortest route, as quickly as possible. You **MUST** remain outside the building and away from entrances until told it is safe to re-enter. The ceasing of the fire alarm alone is not an indication that it is OK to re-enter the building. Once you exit the building, you cannot re-enter until notified it is ok to do so.

The predetermined evacuation locations are listed below:

Scott Halls (North, West, South) Church Parking Lot (Lot #7)

Purington Hall          McGuire Street Lot (Lot #9)

Mallett Hall            McGuire Street Lot (Lot #9)

Dakin Hall              McGuire Street Lot (Lot #9)

Lockwood Hall        McGuire Street Lot (Lot #9)

Stone Hall              McGuire Street Lot (Lot #9)

Black (FAB) Hall      McGuire Street Lot (Lot #9)

### **The Buckley Amendment**

The Buckley Amendment and students' rights to privacy ensure that a student's official file at UMF is not released to anyone without the permission of the student. There are some exceptions. A complete copy of the UMF policy can be obtained from the registrar's office.

### **Academic Integrity**

The full text of the policy and helpful tips can be found online: <https://catalog.farmington.edu/index.php>

## **Cancellation of Classes**

Cancellations will be announced on local radio and television stations as early as possible. Additionally, the UMF switchboard operator (x7000) and MyCampus will have the information.

## **University of Maine System Student Conduct Code**

**[The full text of the University of Maine System Student Conduct Code](#)**

## **Student Life Office**

For more information, please visit the Student Life Office in Olsen Student Center room 116. They can be reached by telephone at 778-7348 and are open Monday through Friday from 8 am to 4:30 pm.

## **Emergency Text Alerts**

Everyone is encouraged to sign up for the University Alert System. To sign up, sign into UMF MyCampus. On the left-hand, top side of the screen, click on 'UMF Tools' tab. In the top down menu, you will see 'UMF Alert'. Click on the 'UMF Alert' tab. Here you can put in your phone information so you can receive UMF Text Alerts.

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