

**UNIVERSITY of NORTH DAKOTA
LOSS CONTROL POLICY LIBRARY**

ANIMALS ON CAMPUS

Section 1: General Safety
Policy LC, Animals on Campus
Responsible Executive: VP Finance & Operations
Responsible Office: Office of Safety
Issued: April 16, 2014
Latest Review / Revision: July 15, 2015



POLICY STATEMENT

The University of North Dakota (UND) prohibits animals in university-controlled buildings except for those animals that are specifically exempted by this policy. In addition, while on university-controlled property, animals must be attended and restrained at all times.

REASON FOR POLICY

UND works to uphold federal, state, and local laws and regulations; ensure the health and safety of its community; preserve the integrity of its grounds, buildings, and other property; and support a healthful educational environment that respects the rights of individuals.

SCOPE OF POLICY

This policy applies to:

- | | |
|---------------------------------------|----------------------------------|
| ✓ President | ✓ Faculty |
| ✓ Vice Presidents | ✓ Staff |
| ✓ Deans, Directors & Department Heads | ✓ Students |
| ✓ Area Managers & Supervisors | ✓ Others: <u>Visitors/Guests</u> |

WEB SITE REFERENCES

This Policy:
Loss Control Manual: <http://UND.edu/finance-operations/office-of-safety/policies-and-procedures/>
Vice President for Finance & Operations: <http://UND.edu/finance-operations/>

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RELATED INFORMATION

29 USC Section 701 – Section 504, Rehabilitation Act of 1973	http://www.dol.gov/oasam/regs/statutes/sec504.htm
42 USC Section 3601 – Section 800, Fair Housing Act	http://www.justice.gov/crt/about/hce/title8.php

CONTACTS

Specific questions should be directed to the following:

Subject	Contact	Telephone	Department E-Mail / Web Address
Policy Clarification	Office of Safety	(701) 777-3341	UND.safety@UND.edu http://und.edu/finance-operations/office-of-safety/
Animal Bite	University Police	9-1-1 or (701) 777-3491	http://UND.edu/finance-operations/university-police/
Damage to University Grounds or Property	Facilities Management	(701) 777-2591	http://UND.edu/finance-operations/facilities-management/contact-us.cfm
Disability Accommodations for Staff and Faculty	Equal Employment Opportunity/Affirmative Action Office	(701) 777-4171	UND.affirmativeactionoffice@UND.edu http://UND.edu/affirmative-action/
Disability Accommodations for Students	Disability Services for Students	(701) 777-3425	UND.dss@UND.edu http://UND.edu/disability-services/accommodations.cfm
Enforcement	University Police	9-1-1 or (701) 777-3491	http://UND.edu/finance-operations/university-police/
Health & Safety	Office of Safety	(701) 777-3341	UND.safety@UND.edu http://UND.edu/finance-operations/office-of-safety/index.cfm
Immediate Danger	University Police	9-1-1 or (701) 777-3491	http://UND.edu/finance-operations/university-police/
Loose or Unattended Animals	University Police	(701) 777-3491	http://UND.edu/finance-operations/university-police/
Research Animals	Institutional Animal Care and Use Committee	(701) 777-4279	http://UND.edu/research/resources/iacuc.cfm
Student Housing Policies	Residence Services	(701) 777-4251	http://housing.UND.edu

DEFINITIONS

ADAAA	Americans with Disabilities Act Amendments Act of 2008
Assistance Animal	Animals that provide physical assistance, emotional support, calming, stability, and other kinds of assistance. Assistance animals do not perform work or tasks that would qualify them a “service animal,” but may be considered in certain circumstances in University Housing pursuant to the Fair Housing Act.
Attended and Restrained	In the immediate vicinity of an owner, and either on a leash of six feet or shorter, in a cage, or in the case of a certified Service Animal, voice-controlled. To be considered attended an animal may be left fastened to a stationary object.
Domestic Animal	An animal, such as a horse or cat, that has been tamed and kept by humans as a work animal, food source, or pet.
Food Source	May include items such as meat, milk, eggs, cheese, and yogurt.
Non-Domestic Animal	Any wild animal, reptile, or fowl, which is not naturally tame or gentle but is of a wild nature or disposition and which, because of its size, vicious nature, or other characteristics, would constitute a danger to human life or property.
Pet	Any domesticated or trained animal that does not meet the definition of an assistance animal or service animal.
Research & Teaching Animals	Animals that are officially part of UND’s teaching and research, and/or other specialized programs.
Service Animals	Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability. Under the ADAAA, state and local governments, businesses, and nonprofit organizations that serve the public generally must allow service animals to accompany people with disabilities in all areas of the facility where the public is normally allowed to go. It also includes miniature horses as alternatives to dogs, subject to certain limitations.
University-Controlled Property	Property that is owned, operated, or maintained by the University. This does not include fraternity housing, sorority housing, and other spaces owned by UND that are leased to other entities and not controlled by the University.
Work Animal	An animal trained and used for labor.

PRINCIPLES

OVERVIEW – UND prohibits animals in university-controlled buildings, except for those animals that are specifically exempted by this policy. In addition, while on university-controlled property, animals must be attended and restrained at all times.

Pets can pose a threat to the health and safety of the campus community, as well as to the healthful educational environment (through allergy, excessive noise, animal bites, and disease transmissions via fleas, ticks, parasites, viruses, bacteria, etc.). Additionally, pets on campus can be very destructive, causing damage to grounds, buildings, and property

UND works to uphold federal, state, and local laws and regulations; ensure the health and safety of its community; preserve the integrity of its grounds, buildings, and other property; and support a healthful educational environment that respects the rights of individuals.

EXCEPTIONS – This policy applies to all animals except:

1. Service animals while performing their duties (handlers must properly dispose of their service animals' waste),
2. Animals in campus housing that have been approved as assistance animals,
3. Research, clinical, and teaching animals (used directly in support of the University's missions of research and teaching),
4. Animals in training participating in approved programs,
5. Fish in containers of twenty gallons or less,
6. On-duty police dogs, and
7. Animals that have been approved through special requests by the Office of Safety.
8. Domestic or non-domestic animals that are featured in campus television studios as part of programs where animal wranglers or owners are being interviewed.
9. Domestic or non-domestic animals that are featured in approved theatrical programs (approval gained through the completion of an Activity/Event Approval form).

PROCEDURES

Employee Accommodation Request Process

An employee with a disability who needs an accommodation in order to perform the essential functions of his/her position must notify his/her supervisor. An ADA/AA Accommodation Request form must be completed and submitted to his/her supervisor who will then submit the form to the Equal Employment Opportunity/Affirmative Action Office. Medical information may be needed to determine and to identify the effective accommodation. All medical information is kept confidential and separate from personnel files. For more detailed information, please contact the Equal Employment Opportunity/Affirmative Action Office.

Housing Resident Accommodation Request Process

UND Housing provides reasonable accommodations to residents with disabilities who have a verifiable need for the accommodation. The purpose of a disability accommodation is to remove or lessen a barrier to access. A reasonable accommodation does not put an undue burden on either party.

To request a disability accommodation complete the Request for Disability Accommodation or Adjustment Due to Medical Condition form. UND Housing may or may not provide adjustments to housing policies due to a medical condition that does not rise to the level of disability but does cause daily discomfort.

Verification of the need for the accommodation or adjustment due to medical condition requires clinical support provided by an appropriate professional.

RESIDENT HALLS ANIMALS ON CAMPUS POLICY – For health and sanitation reasons, no animals, except for those exempted by this policy, are allowed in the residence halls. Aquariums shall not exceed 20 gallons in size without the written permission of the Housing Office. An aquarium in a student room must be mutually acceptable to all roommates. If found in violation of this policy, students will be charged with any relevant cleaning fees required for health and safety of residents, in addition to any sanctioning through University Housing or Dean of Students.

UNIVERSITY APARTMENTS ANIMALS ON CAMPUS POLICY – No animals, except those exempted by this policy, including, but not limited to, cats, dogs, mice, gerbils, guinea pigs, ferrets, newts, turtles, and reptiles, are permitted within University apartment units, buildings, or on the grounds. No visiting pets are allowed. This prohibition includes pets brought on the premises by a resident's guests and pets to be cared for by a resident on a temporary basis. Residents are responsible for ensuring that their guests are aware of and follow this policy.

Student Accommodation Request Process

A student with a disability who needs an accommodation in order to have access to UND programs and services should register with Disability Services for Students to establish support for reasonable accommodation prior to requesting a disability accommodation.

Report Immediate Danger or Violation

Where there is clear and immediate danger to person or property, contact UND Police. To report an animal that is loose or unattended, contact the UND Police.

To report chronic violations of this policy in a university-controlled building, contact the building coordinator, who will contact the Office of Safety.

Animal Bites and Attacks

To report an animal bite or attack, contact UND Police, and complete an Incident Reporting form.

RESPONSIBILITIES

Building Coordinator	<ul style="list-style-type: none"> ▪ Report non-compliance to Office of Safety
Disability Services for Students	<ul style="list-style-type: none"> ▪ Answer questions regarding student disability accommodations
Equal Employment Opportunity/Affirmative Action Office	<ul style="list-style-type: none"> ▪ Review ADAAA Accommodation Request forms ▪ Answer questions regarding staff and faculty disability accommodations
Office of Safety	<ul style="list-style-type: none"> ▪ Respond to reports of chronic violations of policy
Residence Services	<ul style="list-style-type: none"> ▪ Enforce Housing policies
Students, Faculty and Staff	<ul style="list-style-type: none"> ▪ Report immediate animal-related safety concerns to UND Police ▪ Submit appropriate accommodation requests as necessary ▪ Complete an Incident Reporting form in the case of animal bite and/or attack
University Police	<ul style="list-style-type: none"> ▪ Respond to reports of animals on campus that pose a clear and immediate danger to persons or property ▪ Respond to reports of loose or unattended animals

FORMS

Activity/Event Approval Form	http://UND.edu/finance-operations/office-of-safety/specialevents.cfm
ADAAA Accommodation Request Form	http://UND.edu/affirmative-action/_files/docs/adarqstfrm.doc
Incident Reporting Form	http://UND.edu/finance-operations/environmental-health-and-safety/_files/docs/und-incident-reporting-form-06-2013.pdf
Request for Disability Accommodation or Adjustment Due to Medical Condition (Housing)	http://UND.edu/student-life/housing/_files/docs/accommodationrequest.pdf

REVISION RECORD

04/16/2014 – Policy Implementation	Loss Control Committee
07/08/2014 - Revision	<ul style="list-style-type: none">▪ Corrected misspelled working in the definition of Assistance Animals.▪ Corrected misspelled wording under Residence Halls Animals on Campus Policy.
07/15/2015 – Revision	<ul style="list-style-type: none">▪ Updated links throughout document▪ Added “food source,” “pet,” and “work animal” to Definitions▪ Expanded Principles: Exceptions to include animals approved for theatrical programs▪ Changed ADA to ADAAA throughout document▪ Expanded Affirmative Action to include Equal Employment Opportunity throughout document