



<b>Policy Title: Animals on University Property</b>	<b>Effective Date: 12/1/2017</b>
<b>Policy Number: GEN-PO-1004</b>	<b>Date of Last Review: NEW</b>
<b>Oversight Department: Office of the President</b>	<b>Next Review Date: 12/1/2020</b>

### 1. PURPOSE

The *Animals on University Property Policy* for Radford University (University) establishes the requirements concerning animals being brought on University property.

### 2. APPLICABILITY

The *Animals on University Property Policy* applies to all members of the University community, all University property, and all animals owned or controlled by any person.

### 3. DEFINITIONS

**Controlled Space:** For the purpose of this policy, any indoor area (e.g. buildings, offices, facilities, etc.) owned, leased, or controlled by the University and any outdoor area owned, leased, or controlled by the University with limitations on use or access (e.g. practice fields, stadiums, tennis courts, etc.). Public areas (e.g. streets, lawns, sidewalks, parking lots, etc.) with no limitations on access are not controlled spaces.

**Division Head:** President, Provost, or applicable Vice President.

**Handler:** The owner of, user of, or person bringing a service animal, support animal, or pet on University property.

**Pet:** Any animal that is not trained or employed as a service or support animal for the handler.

**Service Animal:** Any dog, or on rare occasion, a miniature horse, specifically trained to do work or perform tasks for the benefit of and to accommodate the functional needs of a person with a disability. This includes any dog in training to become a service animal.

**Support Animal:** An animal, sometimes referred to as an emotional support or therapy animal, which provides comfort or support to a person with a disability. These animals do not have to be trained to perform a specific task.

**University Community:** For the purpose of this policy, all persons who are employees, students, contractors, volunteers, and visitors, including invited guests, of the University.

**University Property:** All land, buildings, facilities, and other property owned, leased, or controlled by the University.

## 4. POLICY

### A. General Prohibition

Animals, including pets, are prohibited in all controlled spaces of the University except as provided under this policy.

### B. Service Animals

1. Radford University welcomes the presence of service animals assisting people with disabilities in areas open to the public consistent with the provisions of this policy and applicable law.
2. A service animal is generally permitted to be on University property in any place where the animal's handler is permitted to be, although there are specific locations and activities where all animals are prohibited for safety and health reasons. These areas include, but are not limited to:
  - a. Research and teaching laboratories (or other research facilities)
  - b. Mechanical rooms and custodial closets
  - c. Food service preparation areas
  - d. Areas where protective clothing is necessary
  - e. Areas where there is a danger to the service animal and/or handler
3. Access to the restricted areas listed above may be granted on a case-by-case basis by the Director of Environmental Health and Safety, or the department chair responsible for the restricted area, as most appropriate.
4. Members of the University community are prohibited from interfering in any way with a service animal or the duties it performs.

### C. Support Animals and Pets

A support animal or pet may be permitted to live in the University residence of the animal's handler as approved under the required procedures (see Section 5). However, a support animal or pet is not allowed in any other controlled space of the University.

### D. Handlers' Responsibilities

1. A service animal, support animal, or pet must be personally supervised by the handler and the handler must maintain full control of the animal at all times while on University property.
2. A service animal, support animal, or pet must not be left unattended at any time on University property. An exception is allowed for a service animal, support animal, or pet left in the handler's University residence, but only for reasonable periods of time as appropriate for the species of animal. The Residence Director is authorized to request a service animal, support animal, or pet to be impounded by the Radford University Police Department if he or she believes the animal has been left unattended for such a period of time as to put the animal's health or the University's property at risk.
3. A service animal, support animal, or pet must be kept on a leash or harness, as applicable, at all times while on University property. Where a leash or harness is not applicable, the service animal, support animal, or pet must be otherwise appropriately restrained or

contained. A service animal, support animal, or pet will be the full responsibility of its handler. No animals may be tied or tethered to any University property including, but not limited to, buildings, hand rails, bike racks, fire hydrants, fences, sign posts, benches, and trees.

4. A service animal, support animal, or pet must not pose a physical threat to others or be allowed to disrupt or interfere with University activities including, but not limited to, teaching, research, service, or administrative activities.
5. Handlers must immediately clean up any waste created by a service animal, support animal, or pet.
6. Handlers may be held responsible for all costs related to any damage to persons or property created by a service animal, support animal, or pet. These costs may include fees for medical treatment, clean-up and disposal of waste, or replacement/repair of University or private property.
7. Handlers must ensure that any animal brought on University property is appropriately vaccinated and/or licensed as required by state and/or local laws and regulations.
8. Violations of this policy may result in the handler being required to remove the service animal, support animal, or pet from University property, and may lead the University to prohibit the handler from bringing the animal back on University property. Additionally, disciplinary action may be taken, as appropriate and applicable, under procedures for employee or student standards of conduct.

## 5. PROCEDURES

### A. Employees, Contractors, Employees of Contractors, and Volunteers

#### 1. Service Animals:

- a. An employee, contractor, employee of a contractor, or volunteer performing work for the University who brings a service animal on University property does not need to request the University's permission.
- b. The handler should, however, notify the University of the service animal's presence prior to reporting to work. Notification should be made to the [Department of Human Resources](#).
- c. The handler may be asked whether the service animal is needed because of a disability and what work or task the service animal has been trained to perform.
- d. If the handler needs any other accommodation in the workplace, a request for accommodation must be made to the [Department of Human Resources](#) in accordance with their procedures.

#### 2. Support Animals and Pets:

- a. An employee who resides on University property and wishes to keep a support animal in their assigned University residence must make a request for accommodation to the Department of Human Resources in accordance with their procedures.
- b. An employee who resides on University property and wishes to keep a pet in their assigned University residence must request permission from the appropriate University department or office that has oversight for the residence.

- c. An employee residing in a University residence is not authorized to bring a support animal or pet into any other controlled space of the University, including the employee's work area.

## **B. Students**

### **1. Service Animals:**

- a. A student who brings a service animal on University property does not need to request the University's permission.
- b. The student must, however, notify the University of the service animal's presence prior to coming on University property. Notification should be made to the [Center for Accessibility Services](#).
- c. A student may be asked whether the service animal is needed because of a disability and what work or task the service animal has been trained to perform.
- d. If a student needs any other accommodation while attending the University, a request for accommodation must be made to the [Center for Accessibility Services](#) in accordance with their procedures.

### **2. Support Animals:**

- a. A student who resides in a University residence and wishes to bring one support animal into their assigned room must request an accommodation.
- b. The request for accommodation must be made to the [Center for Accessibility Services](#) in accordance with their procedures.
- c. A student who resides in a University residence hall is not authorized to bring a support animal or pet into any other controlled space of the University.

### **3. Pets:**

Only non-poisonous aquatic frogs, aquatic turtles, and animals that always live and breathe under water (e.g. fish) may be kept as pets in student residence hall rooms and University-operated apartments.

## **C. Visitors**

- 1. Visitors, including alumni, event attendees, seminar participants, potential students and families on campus tours, vendors, and other business visitors, do not need to request permission to bring a service animal on University property.
- 2. The visitor should contact, in advance, the department or office the visitor wishes to visit, or the office sponsoring the event the visitor wishes to attend, if the visitor has any questions about the rules concerning the presence of the service animal at a specific event or in a specific location on the University property. Questions may also be addressed to the [Center for Accessibility Services](#).
- 3. A visitor to the University who is accompanied by a service animal may be denied entrance to a specific event or location if the presence of the animal would interfere with the safe and normal operation of the University, would pose a risk to the service animal, or is otherwise not allowed.

4. Visitors are not authorized to bring support animals or pets into any controlled space of the University.

**D. Appeals and Grievances**

Any person who feels that he or she has been unfairly denied the ability to bring a service animal on University property, or who feels that he or she has been unfairly denied the ability to have a support animal in a University residence, may file a grievance under the University's [Discrimination, Harassment, Sexual Misconduct, and Retaliation Policy](#).

**E. Stray Animals**

Reports of stray animals should be directed to the Radford University Police Department at (540) 831-5500.

**F. Enforcement**

1. Each division head, dean, director, department head, manager, and supervisor is responsible for consistently enforcing the provisions of this policy in their area of responsibility.
2. Violations of this policy may be subject to disciplinary action as appropriate.

**6. EXCLUSIONS**

This policy does not apply to animals used as a teaching or research tool in academic classrooms or laboratories. Such use is subject to policies and procedures of the [Radford University Institutional Animal Care and Use Committee \(IACUC\)](#).

This policy does not apply to animals used in police or search and rescue operations on University property.

This policy does not apply to University property that is considered a single family dwelling and is provided under contract or lease as a primary residence.

**7. APPENDICES**

None

**8. REFERENCES**

[42 U.S. Code, Chapter 45, \(§ 3601 et seq.\)](#), "Fair Housing"

[42 U.S. Code, Chapter 126 \(§ 12101 et seq.\)](#), "Equal Opportunity for Individuals with Disabilities"

[Code of Virginia, Title 3.2, Chapter 65](#), "Comprehensive Animal Care"

[Code of Virginia, Title 18.2, Chapter 8, Article 8](#), "Offenses Involving Animals"

[Code of Virginia, Title 51.5, Chapter 9](#), "Rights of Persons with Disabilities"

[Radford, Virginia, Code of Ordinances, Part II, Chapter 19](#), "Animals and Fowl"

**9. INTERPRETATION**

The authority to interpret this policy rests with the President of the University and the President's Cabinet.

## **10. APPROVAL AND REVISIONS**

The *Animals on University Property Policy* was submitted to and approved by the President's Cabinet at the meeting on November 10, 2017. President Hemphill signed the policy on November 17, 2017.

**For general information concerning University policies, contact the [Office of Policy Compliance](#) – (540) 831-5794. For questions or guidance on a specific policy, contact the Oversight Department referenced in the policy.**