Allegany College of Maryland

ANIMALS ON CAMPUS POLICY

Created 2021
Approved by Board of Trustees 9/21/21
Implementation Date10/01/21

BACKGROUND AND PURPOSE

Allegany College of Maryland has had a long-standing practice prohibiting animals from campus; campus signage prohibits dogs, and other institutional policies (i.e.., the Code of Student Conduct 2006 and 2020 revisions as well as Willowbrook Woods Housing Guide) restrict animals. However, the College has not had a written, comprehensive policy addressing animals on campus and college owned/managed property until now. For purposes of ADA/504 compliance as well as campus safety, health, and efficient operations, a policy is needed. This policy closes that gap.

STANDARDS

I. SCOPE

This document applies to any property or facility owned or managed by Allegany College of Maryland and to all persons who enter such property.

II. POLICY STATEMENT

Allegany College of Maryland prohibits animals on college owned or managed property unless specifically exempted by law, this policy, or other policies/procedures. Permitted exemptions are:

A. Service Animal on any ACM property;
B. Emotional Support Animal in Willowbrook Woods which have been approved pursuant to that policy and procedure to request an Emotional Support Animal;
C. Fish in Willowbrook Woods;
D. Police dogs conducting law enforcement business or as part of an educational program when accompanied by its designated law enforcement handler; and
E. Special Requests which have been approved pursuant to Section VIII below.

III. EXEMPTION STANDARDS

A. For any animal whose presence on campus is required or permitted, the person responsible for the animal must satisfy the following requirements:
    1. Person must have lawful possession of the animal.
    2. Animal must have current vaccinations
    3. Animal must have required state licenses.
    4. Person must have control of the animal at all times
    5. Third parties are not permitted to assume responsibility for the animals.
    6. Person is responsible for the care, cleanliness, health, and wellbeing of the animal.
    7. Person is responsible for any repairs, damages, or cleaning required to maintain the College property due to any action by the animal.
    8. Animal may not be permitted to make excessive noise or other disturbances.
    9. Animal may not be aggressive or dangerous.
    10. Under no circumstances may a person abandon the animal on ACM property.
B. Violations of these standards and/or operational procedures could result in the animal's removal and/or adverse action by the College in accordance with relevant policies/procedures. Exceptions may be made for police dogs engaged in lawful and necessary law enforcement activities as directed by their law enforcement handlers.
C. Other persons with health/wellbeing restrictions will not be required to interact with an animal. Medical needs relative to any animal required or permitted on campus should be referred to the ADA/504 Coordinator.

IV. Definitions

Service Animal: a dog or miniature horse that has been individually trained to do work or to perform a specific task(s) for an individual with a documented disability. The task(s) must be directly related to the person's disability. The Service Animal must already have completed training to qualify as a Service Animal under this policy. Service Animals are permitted on college property.

Emotional Support Animal (ESA): an animal that provides therapeutic benefit for an individual with a documented mental or psychiatric disability to have equal opportunity to use and enjoy a dwelling. It is not a pet. ESAs are not, by law, service animals. Unlike a Service Animal, ESAs do not perform work or tasks under the Americans with Disabilities Act; ESAs alleviate or mitigate symptoms of the documented disability. There must be a relationship between the disability and the assistance or therapeutic benefit the animal provides in the dwelling. They are permitted only in Willowbrook Woods if approved pursuant to that policy and procedure. ESAs are not permitted on any other college property.

V. Permitted Acts

A. The following actions are permitted by individuals who have a service animal on campus property:
   1. To take the service animal wherever the individual is permitted to go. Any restricted access that applies to the person also applies to the service animal.
   2. To provide information or to educate other persons about the service animal.
B. The following actions are permitted by College Officials who encounter a service animal on campus property:
   1. To ask if the service animal is required because of a disability,
   2. To ask what work or task the service animal has been trained to perform
   3. To contact the ADA/504 Coordinator with any questions or concerns about the service animal.
C. The following actions are permitted by individuals who have a law enforcement or military dog on campus property:
   1. To take the dog wherever the individual is permitted to go. Any restricted access that applies to the person also applies to the dog.
   2. To perform their duly assigned law enforcement or military duties.
   3. To provide information or to educate other persons about the dog's work.

VI. Prohibited Acts

A. The following actions are prohibited by individuals who have a service animal on campus property:
   1. To violate the Exemption Standards listed in III above.
   2. To attempt entry to any location to which the individual is not permitted access.
   3. To insist or pressure any other person to interact with the service animal.
B. The following actions are prohibited by College Officials who encounter a service animal on campus property:
   1. To ask the person any questions about the nature of the disability.
   2. To ask the person for proof of certification for the service animal.
   3. To ask the person to produce a service animal vest, patch, special harness or other device.
   4. To ask the service animal to demonstrate the service it performs.
   5. To prevent the person and service animal from entering any location to which the person has access.
C. The following actions are prohibited by individuals who have a law enforcement or military dog on campus property:
   1. To violate the Exemption Standards listed in III above.
   2. To attempt entry to any location to which the individual is not permitted access.
   3. To insist or pressure any other person to interact with the dog.

VII. Public Etiquette toward Animals

Members of the College community are required to abide by the following practices:

1. Do not touch or pet the animal unless invited to do so.
2. Do not harm the animal or interfere with the animal in any way.
3. Do not feed the animal.
4. Do not separate the person from their animal.

5. Do not inquire for details about the person's disabilities. The nature of the person's disability is a private matter.

VIII. Special Requests

Other animals may be permitted on campus property upon the submission of a written request to the Office of Student & Legal Affairs no less than 7 business days in advance. The written request must state the reason for the request, a description of the animal(s) such as species and size, the specific date/time requested, a description of where the person and the animal(s) will be on campus property, a description of the planned activity, and proof of current vaccinations. Requests shall be considered on their merits and in consultation with appropriate College Official; decisions shall be entirely within the College's discretion to approve, modify, or deny. Approved requests are privileges, not rights. Access may be restricted to designated campus locations. Any animal(s) permitted on campus under this provision must comply with the Exemption Standards listed in III above. Any violation of the Exemption Standards or false information provided in the written request will result in the animals' immediate removal.

IX. Wildlife

Wild animals will be seen on campus. The policy does not apply to roaming wildlife over which no person has asserted ownership, custody, or control. Any person who has asserted ownership, custody, or control over a wild animal is subject to this policy and should consult federal, state, and local laws regarding such ownership, custody, or control. Persons who encounter wildlife on campus shall not handle the animals, harass the animals, or otherwise interfere with their presence on campus unless the animal is dangerous. Dangerous animals or wildlife should be reported to Campus Safety/Special Police and/or local authorities.

X. Procedures

Allegany College of Maryland shall adopt necessary procedures to implement this policy

XI. Other Provisions

Application of this document may directly or indirectly require the application of other institutional policies; nothing in this document shall be construed to prohibit the application of related policies which include but are not limited to the policies listed here. If the application of this document conflicts with the application of another institutional document, the College will make a good faith effort to comply with all mandates. Related policies: Willowbrook Woods Animal Policy/Procedure, Code of Student Conduct, Non-Discrimination, Safety Risk Policy, HR policies, and relevant College policy regarding ADA/504 compliance.

X. Administration of Policy

Dean of Student & Legal Affairs is responsible for the implementation, administration, and oversight of this policy in consultation with other College Officials and/or General Counsel as needed. Questions, concerns, and reports of non-compliance should be promptly reported to the Office of Student & Legal Affairs.

XI. Changes

Substantive changes to this policy require approval by the Board of Trustees; editorial changes, title/position changes, and/or changes to its implementation procedures may be made as required by federal or state mandate and/or institutional need with timely notice to students and employees.