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| Animals – 1:07:01:00 |
| Approval |
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| Revised: November 29, 2011; June 21, 2016 |
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| Responsible Party: Director of Disability and Testing Services |
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I. PURPOSE

With the exception of service animals and animals used for academic research purposes, animals are prohibited on institution owned or controlled facilities.

II. POLICY

- A. It is the policy of Motlow State Community College to allow the presence of service animals assisting individuals with disabilities in all facilities and programs except as described in this policy.
- B. The term service animal is defined as any dog or miniature horse (meeting certain assessment factors) individually trained to do work or perform tasks for the benefit of a person with a disability.
- C. Emotional support animals or pets are not service animals.
- D. A "pet" is any animal, wild or domesticated, that is not trained or used as a service animal.

III. SERVICE ANIMALS

- A. This policy allows service animals accompanying persons with disabilities to be on the College’s campuses. A service animal must be permitted to accompany a person with a disability everywhere on campus.
- B. Service animals perform some of the functions and tasks that the individual with a disability cannot perform. An animal is not considered a service animal if it only provides comfort or support.
- C. The College has the right, in compliance with ADA, to request removal of a service animal if it is out of control and the handler cannot regain control or if the animal is not housebroken.
- D. Refer all individuals with a service animal to the Office of Disability and Testing Services.
- E. The work or tasks performed by a service animal must be directly related to the functional limitation of the handler’s disability. Examples of work or tasks include, but are not limited to:
 - 1. assisting individuals who are blind or have low vision with navigation and other tasks,
 - 2. alerting individuals who are deaf or hard of hearing to the presence of people or sounds,
 - 3. pulling a wheelchair,
 - 4. assisting an individual during a seizure,

5. alerting individuals to the presence of allergens,
 6. retrieving items such as medicine or the telephone,
 7. providing physical support and assistance, and
 8. helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.
- F. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purpose of this definition.

IV. NONDISCRIMINATION

- A. No employee, agent, representative, student, or other person affiliated with the College shall discriminate against an individual because of the use of a service animal in conformance with the requirements of this policy.
- B. No disabled person shall be prevented from entering, remaining, or using facilities of this College because of the use of a service animal, unless such use is not in conformance with this policy. Grievances of discrimination may be filed with the Compliance Office.

V. REQUESTING PERMISSION FOR USE OF SERVICE ANIMALS

- A. Decisions concerning a request to use a service animal will be made on a case-by-case basis in accordance with applicable laws and regulations, to determine whether such animal is a reasonable accommodation.
- B. Faculty, staff, individuals performing work for the College or students who wish to bring service animals on to College property as an accommodation for a disability may request permission to do so in advance.
- C. Permission will be granted only as an accommodation for a documented disability. Students should submit their requests to the Office of Disability and Testing Services; all other requests should be submitted to the Executive Director of Human Resources.
- D. Visitors and guests on campus are not required to receive permission from the College prior to bringing a service animal onto College property.
- E. Any questions concerning this should be directed to the Office of Disability and Testing Services.

VI. HANDLER'S RESPONSIBILITIES

- A. The handler (the person with a disability who is the owner and user of a service animal) is responsible for obtaining advanced approval to allow the service animal on campus and registering the service animal with Human Resources or the Office of Disability and Testing Services.
- B. The handler must retain full control of the service animal at all times. The dog may not be left unattended at any time.
- C. The service animal will not be allowed to disrupt or interfere with College activities, including, but not limited to, teaching, research, service or administrative activities. If the dog is unruly or disruptive, or if the handler fails to maintain control of the animal, the handler must regain control immediately or remove the

dog from College property. If the improper behavior continues or occurs more than once, the handler may be prohibited from bringing the dog onto College property.

- D. The handler is responsible for cleaning up any waste created by the dog, and for all costs related to any damages created by the dog to include repair or replacement of College property or property belonging to other individuals.
- E. The College and its employees assume no responsibility for controlling, keeping, feeding or otherwise caring for any service animal. The College and its employees assume no legal responsibilities for any injury or damage caused by a service animal.

VII. AREAS ACCESSIBLE FOR SERVICE ANIMALS

- A. A service animal is permitted in all areas and facilities of the College including, but not limited to: classrooms, offices, hallways, dining facilities, theaters, sports areas, auditoriums, and other sites on campus, provided that:
 - 1. The service animal and its handler adhere to all state procedures and requirements.
 - 2. The service animal is in a harness or kept on a leash. However, service animals kept in good control by its handler need not be in a harness or on a leash when at its handler's work station.
 - 3. The service animal is adequately controlled so as to present no undue noise or disruption to others.
 - 4. The service animal creates no danger of infection, transmission of disease, or other health problems to people.
 - 5. The service animal must relieve itself in appropriate areas outside, in non-traffic areas.