

Birmingham-Southern College

Title: Campus Policy on Pets and Animals

Policy Abstract: The Campus Policy on Pets and Animals provides general guidance on pets in relation to college property and buildings.

Responsible Offices: Administration and Government Relations
Student Development
Campus Police
Human Resources

Officials: Vice President for Administration and Government Relations
Vice President for Student Development
Chief of Campus Police
Director of Human Resources

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Applies to: This policy applies to all members of the college community, including staff, faculty, students, and campus visitors. It applies at all times to all buildings and facilities on Birmingham-Southern's campus, unless otherwise specified. Service animals and assistance animals are covered under a separate policy and are not considered "pets" for the purposes of this policy. Please refer to the Birmingham-Southern Service and Assistance Animal Policy.

Effective Date: February 1 2015

Revision Dates:

Introduction/Background

Having a pet on campus as a student or employee may have emotional or psychological benefits for the pet, the pet owner, and those persons in the area who enjoy the pet's presence. However, it is essential to recognize the rights of those persons who do not enjoy the pet's presence, who may be allergic to or fearful of the pet, yet are required to be in the same area because of their activities, classes, or jobs. For this reason, and with the very limited exceptions specified in this policy, college students and employees are not permitted to bring pets of any kind into any buildings or facilities on campus, including their workspaces, and are limited in where they may have them outdoors on campus.

Purpose

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This policy addresses the presence of pets on the campus of Birmingham-Southern College. It is intended to foster a campus environment that respects and protects the health, safety, and well-being of all members of the college community, and also to promote responsible conduct and behavior of animals at the college.

Applicable Regulations

SACSCOC Comprehensive Standard (3.11.1). The institution exercises appropriate control over all its physical resources.

Policy Statement

While pets can be a source of much enjoyment, they can also pose a threat to the health and safety of the campus community. Many individuals suffer from allergies related to pet dander and pet hair, and it is important to provide a healthy environment for all our students, employees, and visitors to the campus. In addition, pets pose a significant liability risk to the College. This policy establishes the College's rules on pets and other animals on campus.

1) Service and Assistance Animals

- a. Service and assistance animals are, generally, an exception to the Pet Policy.
- b. Please refer to the Birmingham-Southern Service and Assistance Animal Policy for more detail on these animals.

2) Visiting Pets on Campus Grounds

- a. Visitors to campus may be accompanied by pets and students may bring pets to campus grounds and lawns only (not including athletic and intramural fields), provided that they keep the pet on a leash or confined to a cage. Owners should always consider the safety, health and the possible fears others may have in the presence of their pets. They may not bring the pet into any campus buildings, and must clean up after the pet immediately. Campus Police may request that a visitor remove a pet from campus for violation of this policy or for behavioral, safety, health, or other reasons.

3) Feral Cats and other Animals

- a. The feeding of any animal on campus that is not personally owned is also prohibited. Caring for these animals results in cruel abandonment when students or staff and faculty leave for breaks.

4) Residential Areas

- a. Pets are not allowed in any residence on campus, including fraternity houses, townhouses, and common spaces of residential buildings.

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- b. Only small fish in no more than a 20 gallon tank are permitted.

5) Academic and Administrative Buildings

- a. Pets of faculty and staff members are allowed in their offices where only one person is assigned to the office.
- b. Staff and faculty pets must be registered with Campus Police and the pet owner must have current shot/vaccination documentation before the pet is allowed on campus. Student service animals must fall within the Service and Assistance Animal Policy, and be registered accordingly. Student assistance animals are not allowed in these campus facilities.
- c. Faculty and staff must have department head approval to have a pet in their offices.
- d. Pets are not allowed in any other part of college buildings; this includes, but is not limited to: shared offices, public spaces within buildings, classrooms, student rooms, and food service and dining areas.
- e. Administrative offices open to the public during working hours are considered public spaces and therefore animals are not permitted.
- f. Pets must be on a leash at all times except when they are in the owner's office. When there is a pet in an office, there must be a note on the door indicating that there is a pet within and the door must remain closed. In the event that there is a student, faculty, or staff member who is uncomfortable or allergic to animals, it is expected the pet owner will make appropriate arrangements to meet the individual in an alternative, animal-free area.
- g. Pet owners are personally and financially responsible for any injuries caused to individuals or any damage caused to buildings.
- h. Pet owners are responsible for immediately cleaning up any waste left by their pets, both inside and outside buildings, and are expected not to cause any additional work for custodial, landscaping or maintenance personnel by having their pet on campus. Maintenance, Campus Police and Housekeeping will not enter any office where there is a pet present.
- i. Pet owners bringing a pet to campus should always consider safety, health and the possible fear others may have in the presence of animals. The College reserves the right to ban any pet(s) from campus.

6) Animals Used for Research Purposes

- a. Animals used for approved research projects are permitted on the College campus and in college buildings where research is being conducted.
- b. The appropriate faculty or staff person is responsible for the care of these animals and their space.

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7) **Pets of Professional Staff Required to Live in the Residence Halls**

Certain college employees are required by their jobs to live in apartments in the residence halls, which constitute their full-time homes. These professional staff have often developed independent personal lives before coming to Birmingham-Southern, which may include the acquisition of their own pet. In order to recruit and retain such personnel, and in recognition of their need to balance very demanding work with personal well-being, professional staff who are required to live in the residence halls may have pets in their apartment/residence space, under the following conditions and restrictions:

- a. Professional staff are only permitted to have the following types, number, and size (where applicable) of pets:
 - one dog weighing no more than 40 pounds, or
 - two cats, or
 - Certain small pets kept in a small cage or aquarium.
 - Exceptions to the above may be granted jointly by the Vice President for Student Development and the Vice President Administration and Government Relations
- b. Dogs and cats are only permitted for those professional staff living in residence hall apartments with a private entrance that does not require the pet to be in common areas of the residence hall.
- c. Professional staff must ensure, and document as requested, that any pet dogs or cats have been spayed or neutered, and are current on vaccinations and other medical requirements, including flea and tick treatments.
- d. Professional staff may be denied permission to bring a pet into, or may be required to remove a pet from, a residence hall apartment based on the pet's behavior or temperament.
- e. All professional staff requesting to have pets in their residence hall apartments must first sign an agreement that includes, among other things, permission to withhold sums from the final paycheck for any damage to college property caused by the pet.
- f. Professional staff who have animals in their residence hall apartments must take reasonable steps, including signs on the door, to ensure that any student or employee is alerted to the presence of the pet before entering an apartment.

8) **Greensboro Road**

- a. Residents of Greensboro Road may have pets in and on their property.
- b. Residents who are leasing college-owned housing on Greensboro Road may have pets, but must adhere to all parts of their lease agreement as it pertains to pets and pet deposits.

Violations

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Violations of this policy generally will be handled through a system of progressive corrective penalties that will be administered by immediate supervisor and/or Campus Police. Other college employees are encouraged to inform people of the policy and inform Campus Police of any violations.

1. First Step – The individual's supervisor or Campus Police will give the violator a verbal warning that will remind them of the rules and indicate their specific violation.
2. Second Step – The individual's supervisor or Campus Police will give the violator a written warning that will inform them of the seriousness of the infraction. A written warning will also be given if an owner refuses to clean up incidental waste or damage.
3. Third Step - The College may exclude the pet from campus for up to a twenty-four month period. If the offender is from outside the campus community, the pet's owner may also be excluded from campus.
4. Failure to cooperate with a Campus Police officer is a serious violation and will result in the individual and the pet being excluded from campus immediately.
5. The College reserves to right to ban any pet(s) from campus.

Definitions

SACS-COC, Southern Association of Colleges and Schools – Commission on Colleges

References

SACSCOC The Principles of Accreditation 2012 Edition
Birmingham-Southern Service and Assistance Animal Policy