

# UNIVERSITY POLICY



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## Animals on Campus

**Responsible Office:** Human Resources  
**Effective Date:** September 16, 2024

### Policy Statement

Health, safety, and courtesy reasons preclude the presence of pets in the academic environment and workplace. To ensure the safety, effectiveness, and well-being of service animals and their handlers, it is important to maintain clear boundaries between pets and service animals in public and private spaces. This policy helps protect University community members who have animal allergies or fear of animals and ensures an academic and distraction-free learning and professional environment. The following Animals on Campus Policy sets out parameters for the appropriate inclusion of animals in Butler University spaces.

### Scope

University-wide

### Definitions

**Service Animal:** A dog (and in some instances, miniature horse) that is individually trained to do work or perform tasks for individuals with disabilities. The work or tasks performed by a service animal must be directly related to the person's disability. Examples of work or tasks include but are not limited to assisting an individual who is blind, or has low vision, with navigation and other tasks; alerting an individual who is deaf or hard of hearing to the presence of people or sounds; pulling a wheelchair; assisting an individual during a seizure; alerting the individual to the presence of allergens; retrieving items such as medicine or the telephone; providing physical support and assistance with balance and stability to an individual with a mobility disability; helping the individual with a neurological disability by preventing accidents or mishaps.

**Emotional Support Animal:** An animal that provides emotional support to an individual with an emotional or mental disability or alleviates one or more symptoms of a disability. Because it is not individually trained to perform work or tasks, a support animal is not a service animal and does not assist a person with a disability with activities of daily living, nor does it accompany a person with a disability. Emotional Support Animals are expressly precluded from qualifying as service animals under the ADA. Emotional Support Animals are not pets.

**Therapy Animal:** Generally, an animal that provides people with healing contact, typically in an institutional or clinical setting, to improve their physical, social, emotional, or cognitive functioning. While these types of animals receive extensive training and may interact with all sorts of people, including an individual with a disability, they are not trained to perform a specific task for an individual with a disability.

**Pet:** Generally, a domestic or tamed animal kept for companionship that is not trained to provide any emotional, therapeutic, or medical services or tasks.

### Policy

Pursuant to the [Service Animal Policy](#), Service Animals are permitted on campus when they are working in the context of providing a service to a person with a disability. Service Animals in

Training are permitted in areas of public accommodation (public spaces, as defined below) with a service animal trainer, while engaged in the training process of a service animal.

Emotional Support Animals are generally permitted, with appropriate documentation and prior approval, to be present in a person's individual residential facility area only. Unlike service animals, emotional support animals are not permitted in University non-residential spaces including classrooms, labs, and University offices, without a specific, approved accommodation. All accommodation requests should be directed to Student Disability Services for students, and Human Resources for employees.

A therapy animal is not permitted in campus facilities other than those in which the therapy animal will be utilized.

Pets may be allowed on campus grounds (but never in campus buildings) provided they are leashed or otherwise under the control of the owner and are not disruptive to campus activities, instructional or otherwise.

All individuals are generally prohibited from bringing animals into any University building except as defined above. Please review the [Service Animal Policy](#) and [Emotional Support Animal Policy](#) for additional guidance and specifics around the restrictions governing those animal types.

#### Pets in the Classroom

If there is a bona fide educational purpose for bringing an animal to class, and that purpose is clearly delineated in the class syllabus as a central topic in the class, then it may be permissible. Faculty members should contact their department chair and/or Associate Dean for additional information and guidance. Prior permission must be obtained before bringing the animal on campus.

Special Animal Events (i.e. therapy dogs in the library or residence halls during final exams) While this may be permissible in certain situations, it must be part of an established program with defined parameters (i.e. during exam week each academic semester under certain defined controls). These programs must be administered by trained staff.

#### Live-Mascot Program

The Butler University live mascot is explicitly allowed on campus pursuant to the policy and is overseen by trained handlers.

#### Public spaces

For purposes of this policy, public spaces are indoor (such as the bookstore and Starbucks) and outdoor (such as Holcomb Gardens and Academic Quad) areas that are open to the general public. Classrooms, residence halls, and most employee workspaces are not generally considered public spaces.

#### Live-On University Staff and Faculty-in-Residence

It is the policy of the Office of Residence Life to allow professional staff who live-in or live-on to have pets as agreed to in the Campus Animal and Ownership Agreement and the registration process set forth therein. These pets may reside in the professional staff member's individual residence but may not be present in other campus buildings.

#### **Procedures**

Students wishing to request an Emotional Support Animal in their University residence as a disability-related accommodation should initiate the process by reviewing the [Emotional Support Animal Policy](#) and contacting Student Disability Services at [sds@butler.edu](mailto:sds@butler.edu).

Employees wishing to request a workplace disability-related accommodation of any kind, including those involving the presence of an animal on campus, should contact Human Resources at [askhr@butler.edu](mailto:askhr@butler.edu) to initiate an accommodation request.

### Appeals and Grievances

Any individual who feels they have been unduly denied the ability to have an animal on campus due to a disability-related need can file a grievance by contacting the Director of Student Disability Services at [sds@butler.edu](mailto:sds@butler.edu).

**Policy Collaborators:** Student Disability Services, Office of General Counsel

**Contact Information:** [sds@butler.edu](mailto:sds@butler.edu)

**Appendices:** None

**History/Revisions:** New