

<b>SUBJECT:</b> Non-Research Animals on Campus	<b>Effective Date:</b> 7/14/2014	<b>Policy Number:</b> 3-400.2	
	<b>Supersedes:</b> 3-400.1	<b>Page</b> 1	<b>Of</b> 4
	<b>Responsible Authority:</b> Associate Vice President for Safety and Security and Chief of Police		

**DATE OF INITIAL ADOPTION AND EFFECTIVE DATE** 07/15/2007

### **APPLICABILITY / ACCOUNTABILITY**

This policy applies to all animals not related to instructional activity or research on any UCF campus or in any facility controlled by the university.

This policy excludes:

- law enforcement K-9 and equestrian units
- animals used as an accommodation under law
- registered therapy animals used by the UCF Counseling and Psychological Services for therapeutic treatment
- other exemptions that may be made under special circumstances, including housing

Specific exemptions may apply during special events such as concerts, athletics events, and guest speakers.

### **POLICY STATEMENT**

- To ensure a safe and healthy environment for the university community it is the policy of the university to maintain animal control. As such, an animal must be under physical restraint and attended at all times to be allowed on campus. An individual who brings an animal onto university property or property controlled by the university is responsible for damage or injury caused by that animal and appropriate disposal of animal waste. If an animal disrupts the campus educational process, administrative process, or other campus functions, the owner or responsible party must remove the animal from campus immediately. With the exception of service animals and those animals excluded by this

policy, animals are not allowed in university buildings. The abandonment of animals on any UCF campus is strictly prohibited.

## **DEFINITIONS**

**Feral animal.** A once-domesticated animal that has reverted to an untamed state.

**Ride-Out Location.** A location activated on the UCF Main Campus for specific individuals to ride-out a severe weather event.

**Service animal.** An animal that is trained to perform tasks for an individual with a disability. The tasks may include, but are not limited to, guiding a person who is visually impaired or blind, alerting a person who is deaf or hard of hearing, pulling a wheelchair, assisting with mobility or balance, alerting and protecting a person who is having a seizure, retrieving objects, or performing other special tasks. A service animal is not a pet. (Florida Statute 413.08(1) (d)).

**Shelter.** A location activated for either a short- or long-term duration, for individuals who have been displaced during an emergency or disaster.

**Stray animal.** Any domestic animal on campus that is not under physical restraint, i.e., leashed or caged, whether accompanied by a person or not.

**Wild animal.** A non-domesticated animal living in its natural habitat.

## **PROCEDURES**

### **A. General provisions**

- The owner of a service animal is responsible for the care and supervision of the service animal (including removal of excrement), as well as for any damage or injury caused by the service animal while on university property. The university may ask a person with a service animal what services the animal is trained to perform for the individual to determine the difference between a service animal and a pet.
- An animal left unattended in a vehicle or other area that is perceived to be in distress is to be reported to the UCF Police Department for appropriate response. A person who leaves an animal unattended may be prosecuted.
- The owner or responsible party who wishes to bring an animal on campus for a one-time display is required to comply with university regulations and follow the Safety Action for Event (SAFE) protocol for approval prior to bringing the animal on campus. This approval may require a certificate of insurance and animal health certificates. The owner or responsible party will be liable for any damage caused by the animal while on campus. For additional information, please contact the UCF Police Department at 407-823-5555.

- It is the responsibility of Facilities Operations and Landscape and Natural Resources to collect and dispose of dead animals. To report a dead animal, call the Work Control Center at 407-823-5223.

#### B. Wild or feral animals

- Wild or feral animals will be left alone if no immediate threat to human safety or property is evident.
- If an animal is exhibiting dangerous or destructive behavior or posing an immediate threat, notify the UCF Police Department immediately. The UCF Police Department will monitor the animal until Florida Wildlife Control or another appropriate party is contacted and arrives on the scene. If the animal is deemed a threat and immediate intervention is required, the UCF Police Department may elect to remove the threat.

#### C. Stray animals

- Stray animals should be reported immediately to the UCF Police Department.
- Stray animals on campus grounds or in buildings will be turned over to local animal services.

#### D. Ride-out locations and shelters

- During the activation of a student, essential personnel, or general population ride-out location or shelter, animals will not be permitted on campus unless they have been deemed a service animal. Provisions for service animals as specified in section “A. General Provisions” will be enforced. Individuals who must be on campus during these times will need to make alternate arrangements for their pets and may bring them to a county-run, pet-friendly shelter.

### RESOURCES

UCF Regulation UCF-4.0292 Potentially Hazardous Events <http://www.regulations.ucf.edu>  
Facilities and Safety information on animals procedures: <http://www.fs.ucf.edu/>

Equal Opportunity & Affirmative Action Programs office information: <http://www.eeo.ucf.edu/>

Housing-specific policy information: <http://www.housing.ucf.edu>

Student disability documentation requirements: <http://www.sds.sdes.ucf.edu>

UCF Athletics Game Day animal policy: <http://ucfathletics.cstv.com/brighthouse/animal-policy.html>

Orange County Pet Friendly Shelters: <http://www.orangecountyfl.net/Portals/0/Library/Animals-Pets/docs/PetFriendlyShelters.pdf>

Seminole County Pet Friendly Shelters: <http://www.seminolecountyfl.gov/guide/shelters/>

UCF Pet Plan Checklist: [http://emergency.ucf.edu/Plans/Pet%20disaster%20check-list\\_FINAL.pdf](http://emergency.ucf.edu/Plans/Pet%20disaster%20check-list_FINAL.pdf)

## RELATED DOCUMENTS

Safety Action for Event (SAFE) online approval form: <http://safe.sdes.ucf.edu>

**INITIATING AUTHORITY** Vice President for Administration and Finance

<b>POLICY APPROVAL</b> (For use by the Office of the President)	
Policy Number: <u>3-400.2</u>	
Initiating Authority: <u>Will A. Merkle</u>	Date: <u>7-2-14</u>
University Policies and Procedures Committee Chair: <u>Shonda L Bishop</u>	Date: <u>7/2/2014</u>
President or Designee: <u>John C Hill</u>	Date: <u>7/14/14</u>

History 3-400, 3-400.1