

Animals on Campus

Scope:

This policy applies to all persons on Hawai'i Community College (HawCC) property including the building and grounds on Manono campus, Palamanui campus, and any satellite campuses owned or leased by HawCC.

Purpose:

To promote a safe and healthy environment for all faculty, staff, students, and visitors in relation to all domestic, service, feral and wild animals on HawCC property while maintaining compliance with Federal and State laws. This policy is not applicable to animals related to instructional and/or research activity or to animals used by law enforcement and emergency personnel in the performance of their official duties

Definitions:

- A. **Handler:** The individual responsible for the care and supervision of the animal.
- B. **Person with Disability:** An individual with a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment.
- C. **Service Animal:** Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability. Tasks performed must be directly related to the individual's disability which include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of intruders or sounds, providing non-violent protection or rescue work, pulling a wheelchair, fetching dropped items, assisting an individual with a seizure, alerting individuals to the presence of allergens, providing physical support and assistance with balance or stability for individuals with mobility issues, or helping individuals with psychiatric or neurological disabilities by interrupting or preventing impulsive or destructive behaviors.
- D. **Emotional Support, Therapy, Comfort or Companion Animal:** An animal that provides therapeutic benefit to a person with disability and required no specific training. The mere presence of the animal is to mitigate the effects of an emotional or mental disability.
- E. **Domestic Animal:** Any animal that is bred and raised under human control for many generations and has a pleasant disposition towards humans. This includes all pets and

emotional support animals, otherwise referred to as comfort animals.

- F. **Feral Animal:** Any animal that has escaped from a domestic or captive status and is living more or less as a wild animal.
- G. **Wild Animal:** Any animal that experiences their full life cycle without deliberate human intervention.

Policy:

- A. **Emotional Support, Therapy, Comfort or Companion Animals:** The ADA does not apply to therapy animals or companion animals used for comfort or emotional support. These animals do not qualify as service animals under the ADA. Domestic animals, emotional support, therapy, comfort or companion animals are not permitted on campus property to include the interiors of buildings, grounds, courtyards, common areas, or parking lots.
- B. **Service Animals.** HawCC complies with Federal, State and County laws and permits service animals where participants and members of the public are normally allowed. The care and supervision of the service animal is the responsibility of the handler. HawCC retains the right to request the removal of any service animal from HawCC property if the animal's behavior or condition poses a direct threat to the health and safety of others or fundamentally alters the College's services, programs, or activities.
 - 1. **Restricted Areas:** HawCC may prohibit the use of service animals in certain locations due to health or safety restrictions, where service animals may be in danger, or where their use may compromise the integrity of a program. Such restricted areas may include, but are not limited to, food preparation areas, moving machinery, and areas with extremely hot/cold surfaces or sharp objects. Access to restricted areas may be granted on a case-by-case basis by contacting the Vice Chancellor for Administrative Services office.
 - 2. **Control:** Service animals must be on a leash and/or under the full control of their handler at all times. However, a leash may not be required if the handler is unable to use one, if using a leash would harm the handler, or if the animal must perform a task without the use of a leash.
 - 3. **Hygiene:** Service animals must be housebroken. Handlers must clean up after the animal, unless they are unable to do so because of a disability. If the disability prevents the handler from cleaning up after the service animal, this information must be provided to the ADA (or DSS) Coordinator.
 - 4. **Cleanliness:** Service animals must be clean. Daily grooming and occasional baths should be utilized to keep animal odor to a minimum. Adequate flea

prevention and control must be maintained. If a service animal's odor is offensive to other individuals, the partner/handler will be directed to bathe the service animal prior to returning to the facility. Repeated occurrences may result in the service animal being temporarily excluded from the facility until steps are taken to comply with the rules regarding cleanliness.

5. **Behavior:** Service animals must not engage in unacceptable or disruptive behavior. If an animal engages in unacceptable or disruptive behavior, the handler is expected to use proper training techniques to correct the behavior. Repeated occurrences may result in the service animal being excluded from the facility until significant steps (such as additional training for the animal and handler) are taken to mitigate the behavior.
6. **Documentation Requirements:** There is no requirement for documentation to prove that the animal has had particular training or is a "certified" service animal. The animal is not required to wear a collar, tag, vest or other identifying equipment indicating that it is a trained service animal.
7. **Vaccination Tags:** Service animals must be immunized against diseases common to that type of animal and proof of such immunization is required. Service animals must wear current license and rabies vaccination tags.
8. **Damage:** The handler is responsible for the cost of repair for any damage caused by the service animal, including any expenses incurred due to the need for commercial pest control (e.g., fleas, ticks).

C. Rules for Faculty, Staff, and Students:

1. Allow the service animal to accompany the handler at all times in unrestricted areas on the property except where the animal may pose a significant health or safety hazard. Remember that a service animal is a working animal.
2. Do not pet or feed the service animal.
3. Do not deliberately startle or try to get the service animal's attention.
4. Do not attempt to separate a service animal from its handler.
5. Do not request any documentation for the dog, require that the dog demonstrate its task, or inquire about the nature of the handler's disability.
6. In situations where it is not obvious that the dog is a service animal, only two specific questions may be asked:
 - a. Is the dog a service animal required for assistance?
 - b. What work or task has the dog been trained to perform?

Revised: February 8, 2018

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