



Texas Christian University Policy

Policy Title: Animals in TCU Facilities

Policy Subject: Animals in TCU facilities

Division: Human Resources

Policy Number: 1.007

I. Applicability

This policy applies to students, employees, visitors and animals brought to TCU facilities.

II. Policy Statement and Purpose

The purpose of this policy is to define clear expectations for the Texas Christian University (TCU) community with respect to the presence of and care for other-than-human animals (hereafter referred to as “animals”) in TCU’s facilities. This policy considers the health and safety of students, employees, and visitors, as well as the welfare of animals that are brought to TCU; protects TCU’s property and assets; and ensures equal access to TCU facilities for all members of our community, including persons with disabilities.

III. Policy Definitions

- a. **Service Animal:** A Service Animal is a dog or miniature horse that is individually trained to perform specific tasks for the benefit of a person with a disability. A disability may be physical, sensory, psychiatric, or intellectual, and may not be visible. The tasks performed by a Service Animal must specifically relate to the person’s disability.
- b. **Service Animal in Training:** A Service Animal in Training is a dog or miniature horse who is being trained to perform specific tasks for a person with disabilities.
- c. **Emotional Support Animal:** An Emotional Support Animal is an animal that provides emotional or other support to an individual with a disability. Emotional Support Animals are not required to be trained to perform tasks. Emotional Support Animals may include species other than dogs or miniature horses.
- d. **Therapy Animal:** A Therapy Animal is an animal trained to provide a health or other benefit to a particular population, such as hospital patients or college students.
- e. **Companion Animal/Pet:** A Companion Animal/Pet is any animal who provides companionship to an individual or family. For the purposes of this policy, Service Animals, Service Animals in Training, and Emotional Support Animals are not considered Companion Animals/Pets.

- f. **Animals use for research purposes:** Vertebrate animals used as a model to systematically investigate, develop, design or contribute to the advancement of knowledge, by materially altering the nature lifestyle or activities of the animal.
- g. **Animals used for pedagogical purposes:** Live vertebrate animals used for any non-research educational activity other than observing them in their normal setting with no or minimal disturbance.

IV. Policy

TCU allows animals in campus facilities **only** under the circumstances listed below. “TCU Facilities” include all campus instructional, residential, and athletics buildings, as well as enclosed outdoor spaces being used for public events such as concerts or sports.

- **Service Animals** may accompany persons with disabilities as provided by the Americans with Disabilities Act (ADA); TCU requires students register their Service Animals with Student Disabilities Services, and employees register their Service Animals with the Director of Employee Relations in Human Resources.
- **Service Animals in Training** may accompany their trainer as provided by [Texas Human Resources Code \(Section 121.003i\)](#); TCU requires that students register their Service Animals in Training with Student Disabilities Services, and that employees register their Service Animals in Training with the Director of Employee Relations in Human Resources.
- **Emotional Support Animals (ESAs)** may accompany individuals with disabilities while they are in their TCU owned or leased housing facility as provided by the Fair Housing Act, if they have been approved through the relevant application and review process. Students should contact Student Disabilities Services and employees should contact the Director of Employee Relations in Human Resources. In exceptional circumstances, ESAs may also be allowed to accompany persons with disabilities to other TCU facilities as specifically approved by Student Disabilities Services or the Director of Employee Relations in Human Resources.
- **Therapy Animals** may visit TCU for a specific purpose if approved by the head of the relevant unit (e.g., therapy dogs brought to campus during finals week by Student Affairs to help students relieve stress). Therapy Animals are not required to be formally certified, although units wishing to use Therapy Animals to provide a benefit to the University community should use their judgment in selecting animals that will not disrupt University business.
- **Animals used in education, research or testing** (including serving a pedagogical purpose in the classroom) and have been approved for such specific uses by TCU’s Institutional Animal Care and Use Committee (IACUC). (Please see TCU’s [IACUC Policies and Procedures Manual](#)). Where animals are serving a pedagogical purpose in the classroom please see below for recommended best practices for instructors.
- **Animals assisting law enforcement** or public safety officers in the conduct of their duties.

- **Animals that been approved for a special event** (such as animals brought to TCU facilities as part of Student Affairs programming, where students are allowed to pet or be photographed with the animals).

Companion Animals/Pets are not allowed in TCU facilities. Fish in containers of ten gallons or less may be allowed in TCU facilities. Contact Housing and Residence Life or the Director of Employee Relations in Human Resources for guidelines. TCU may remove or require the removal of any animal that poses a direct threat to the health or safety of others, is not housebroken, or otherwise disrupts the use of campus grounds or facilities. Animals found tethered, unattended, or abandoned may be humanely impounded in accordance with applicable laws and regulations, and should be reported to the TCU Police Department.

This policy on animals in TCU facilities does not apply to TCU's feral cat colony, which is managed sustainably under a trap, neuter, release (TNR) program overseen by Frogs and Cats Together (FACT) in compliance with the City of Fort Worth's TNR ordinance, registered with the Texas Coalition for Animal Protection, and with the assistance of the Panther City Feral Cat Coalition.

V. **Enforcement**

Violations of this policy may result in removal of animal from campus and/or appropriate remedial measures under any applicable University codes of conduct. If a member of the TCU community is concerned that an animal on campus presents an immediate risk to health or safety, they should contact the TCU Police Department at 817-257-7777 or dial 911 for emergency responders.

If a member of the TCU community is concerned that an employee has violated this policy or intends to do so, either by inappropriately preventing an animal's access to a TCU Facility or by bringing an animal into TCU Facilities under circumstances not allowed under this policy, then he or she may direct those concerns to TCU's Office of Human Resources at askhr@tcu.edu.

If a member of the TCU community is concerned that a student has violated this policy or intends to do so, then they may direct those concerns to TCU's Dean of Students at campuslife@tcu.edu.

If an animal repeatedly obstructs or disrupts teaching, learning, research, other activity authorized by the University, or performance of job duties, the handler/owner may be asked to stop the animal's behavior or remove the animal from TCU facilities. If a community member has concerns about such behavior, they should contact the appropriate office. If the animal is a Service Animal, Service Animal in Training or Emotional Support Animal, whose handler is a student, they should contact Student Disabilities Services. If the Animal is a Service Animal, Service Animal in Training or Emotional Support Animal, whose handler is an employee, they should contact the Director of Employee Relations in Human Resources.

Students or employees who require an accommodation for medical conditions that are affected by exposure to animals, or have a health or safety-related concern about exposure to animals, should contact Student Disabilities Services or the Director of Employee Relations in Human Resources as soon as possible.

VI. Administrative Responsibility

The Division of Human Resources is responsible for administering and interpreting this policy.

VII. Policy History

Date Issued: May 7, 2019

Date Last Revised: N/A

VIII. Related Policies

Service Animal Policy

Emotional Support Animals Policy and Procedures

[Notice of Nondiscrimination](#)

[Institutional Animal Care and Use Policies and Procedures](#)

[Institutional Animal Care and Use Training Requirements Policy](#)

IX. Appendix

A. Responsibilities of Animal Owners/Handlers

B. Responsibilities for Other Members of the TCU Community

C. Recommended Best Practices for Instructors Using Animals in the Classroom

D. Resources

X. Signature and Approval Date

Approved by Cabinet: May 7, 2019

Responsibilities of Animal Owners/Handlers

All owners/handlers who bring animals to TCU must maintain control of them at all times and must keep them on a leash, in a restraining harness, or in a caged enclosure, unless exempted under the ADA (for example, if the device would interfere with the Service Animal's work, or the individual's ability prevents them from using such a device). All requirements for the presence of animals in public places (i.e., vaccinations, licensure, ID tags) mandated by state or local ordinances must be followed with the burden of proving licensure and vaccination status falling on the owner/handler. All fur-bearing animals brought to TCU should be flea-treated on a regular basis.

The owner/handler is also responsible for following legal requirements and common sense in ensuring the welfare of any animals brought to campus. This includes but is not limited to making sure that the animals have access to clean water, that they are given the opportunity to relieve themselves with a frequency appropriate to their species and in an area that will not cause undue annoyance or hazards to others, that they are not left alone for long periods if they are a member of a species that enjoys human contact, and that they are not left in a locked car or other area where they might be subject to harm.

Waste deposited by an animal brought to campus (whether on University grounds or in a University facility) must be removed immediately and disposed of properly by the owner/handler. The burden is on the owner/handler to arrange for removal of animal waste if she or he is not personally able to perform the task.

Anyone who brings an animal to TCU assumes all financial responsibility for any damages to property or injury to individuals that are caused by the animal.

Responsibilities for Other Members of the TCU Community

To ensure equal access for and avoid discrimination against persons with disabilities and to ensure animal welfare, all members of the TCU community and visitors should abide by the following practices:

- Refrain from asking for details about a person's disabilities.
- Always ask permission from their owners/handlers before trying to pet, feed, or otherwise interact with a **Service Animal, Service Animal in Training, or Emotional Support Animal**, since such behavior may distract the animal from her or his work.
- Do not separate or attempt to separate a person with disabilities from their **Service Animal, Service Animal in Training, or Emotional Support Animal**.
- Avoid startling, teasing, or taunting any animals.
- Do not falsely present an animal as a **Service Animal**; doing so is a misdemeanor under Texas state law ([Texas Human Resources Code, Section 121.006](#)).
- Notify TCU Police if you see an animal in distress (e.g., a dog panting heavily in a closed car on a hot day or tethered on a hot day with no shade provided) so that they can help the animal.
- In situations where it is not obvious that a dog is a service animal, individuals may ask only two specific questions: (1) is the dog a service animal required because of a disability?, and (2) what work or task has the dog been trained to perform? Individuals are not allowed to request any documentation for the dog, require that the dog demonstrate her or his task, or inquire about the nature of the person's disability.

Recommended Best Practices for Instructors Using Animals in the Classroom

Animals who are serving a pedagogical purpose may be present in class at the instructor's discretion if the animal's classroom use has been approved by TCU's Institutional Animal Care and Use Committee (IACUC). Please see TCU's [IACUC Policies and Procedures Manual](#). This is in addition to **Service Animals, Service Animals in Training, Emotional Support Animals, or Therapy Animals** who may be present as noted above.

When animals are being used for observational pedagogical purposes, instructors should follow best practices such as:

- Provide advance notice to students at the start of the semester and in the syllabus that animals might be present in the class for pedagogical purposes.
- Ask students enrolled in the class anonymously whether any of them are severely allergic to or frightened of particular animals and set up the classroom environment accordingly; e.g., avoiding species to which a student is severely allergic, seeking a hypoallergenic animal for the classroom (such as a standard poodle or Labradoodle), or in the case of fears, separating such students within the classroom by distance and/or comfortable barriers from the animals.
- Require any student who wishes to bring an animal to class for pedagogical purposes to request permission **in advance** from the instructor.
- Only allow animals in class that are either under the direct control of their handler or are easily controllable throughout the class period.
- Notify any students who receive approval to bring animals to class that 1) they are responsible for ensuring the welfare of their animal and of other animals in relation to theirs (e.g., they should **not** bring their animal to class if she or he is aggressive toward other animals and/or has a bite history); 2) they need to follow this policy on animals in TCU facilities.
- Notify the building manager of the facility in which the class will be taught so that they can consider having the room cleaned more intensively to reduce animal-related allergens as much as reasonably possible.

Resources

For questions regarding access, disability services, and/or accommodations:

Students	Employees
Student Disabilities Services Tel: 817-257-6567 Fax: 817-257-5358 Email: Academic_Services@tcu.edu http://www.acs.tcu.edu	Human Resources Director of Employee Relations Tel: 817-257-4161 Email: askhr@tcu.edu http://hr.tcu.edu

For questions regarding events and/or programming:

Internal Clients	External Clients
University Unions Tel: 817-257-7927 Email: universityunions@tcu.edu https://union.tcu.edu	TCU Conference Services Tel: 817-257-7641 Fax: 817-257-5699 Email: conferenceservices@tcu.edu http://www.tcuconferenceservices.com

Americans with Disabilities Act (ADA)

<https://www.ada.gov/>

ADA Requirements Regarding Service Animals: U.S. Dept. of Justice

https://www.ada.gov/service_animals_2010.htm

Assistance Animals in Housing: Michigan State Animal Legal & Historical Center

<https://www.animallaw.info/article/faqs-emotional-support-animals>

Frogs and Cats Together (FACT)

fact@tcu.edu

Fair Housing Act on Service and Assistance Animals

https://www.hud.gov/program_offices/fair_housing_equal_opp/assistance_animals

https://www.hud.gov/sites/documents/SERVANIMALS_NTCFHCO2013-01.PDF

TCU Human-Animal Relationships (HARE) Minor

<http://hare.tcu.edu>

TCU Institutional Animal Care and Use Committee (IACUC)

<https://research.tcu.edu/research-compliance/iacuc/about/>

Texas Disability Law – Service Dogs

https://gov.texas.gov/organization/disabilities/assistance_animals