

**Privately Owned Animals on Campus**  
**Policy Number 40003.1**

Type of Policy: Administrative

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Reason for Policy: This policy outlines when privately owned animals are allowed on campus, where they are allowed, and the responsibilities assumed by animal owners (hereinafter called “humans”) when bringing animals to campus.

Policy Statement: Humans take full responsibility when bringing privately owned animals to campus and must abide by the applicable policies below. All privately owned animals on campus must be licensed and vaccinated according to all applicable sections of NYS Agriculture and Markets Law and any other local laws, rules, and ordinances. Dogs must be leashed and under the control of their humans at all times, except when participating in Canine Program activities.

Summary:

**Service animals** are generally allowed everywhere on campus. Humans may be asked two questions about service animals:

1. Is the dog a service animal required because of a disability?
2. What work or task has the dog been trained to perform?

The Director of Accessibility Resources maintains a list of campus approved service animals and their human companions. Other privately-owned animals are restricted to the specific areas as outlined below.

Service Animals

A service animal is a working animal, not a pet. The Americans with Disabilities Act (ADA) defines a service animal as “any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or mental disability.” Dogs that satisfy this definition are considered service animals under the ADA regardless of whether they have been licensed or certified by a state or local government or other entity.

Service animals may be excluded only if the animal is out of control or not housebroken and/or the animal’s human does not control it.

Students who will be bringing a service animal to campus are asked to notify the campus Accessibility Resources Coordinator to make appropriate accommodations. Service animals living in residence halls must have an annual clean bill of health from a licensed veterinarian.

### Emotional Support/Assistance Animals

Under the Fair Housing Act, “an assistance animal is an animal that works, provides assistance, or performs tasks for the benefit of a person with a disability, or that provides emotional support that alleviates one or more identified effects of a person’s disability. An assistance animal is not a pet.”

Emotional Support Animals (ESAs) may be approved to be present in the human’s residence hall bedroom and specific outdoor areas as authorized by Residential Life. With limited exceptions such as counseling appointments, ESAs are not allowed in other campus buildings, such as dining facilities, the library, classrooms, labs, etc.

### Dogs in the Canine Training and Management Program

Dogs in the Canine program are allowed in all outdoor areas and all facilities designated for the program. Program dogs may also be permitted in predetermined areas throughout the campus with permission from the Director of Facilities Management or Senior Vice President for Administration and Finance, and with the Instructor present.

K-9 program dogs are tested for health and temperament by program staff. When program dogs are not actively participating in the program and are on campus, they must be housed in campus kennels or be crated in faculty and staff offices or, when approved as emotional support/assistance animals, in student bedrooms. **Humans must secure supervisory permission each semester to crate a dog in an office.**

Program dogs may also be transported in campus vehicles assigned to the program.

ANY dog participating in the Canine Training and Management Program who becomes ill or appears ill, is not allowed near other dogs or within the Canine Program facilities until cleared to do so in writing by a veterinarian.

### On-duty Police Dogs

On-duty police dogs are exempt from this policy.

### Therapy Dogs

The Wellness Center partners with the SUNY Cobleskill Canine/Therapy Dog Program to provide the campus community access to regular therapy dog visits at the Wellness Center. Additionally, the Wellness Center will support the use of Emotional Support Animals to help facilitate counseling services.

The following conditions will apply to the therapy dog visits:

1. Therapy Dog Teams will be certified through [Therapy Dog International](#) (or equivalent certifying agency) and will carry insurance through the certifying agency.
2. The Therapy Dog Handlers will include students and staff who have received their certification through Therapy Dog International (or equivalent certifying agency).
3. Therapy Dog Teams will be scheduled to visit the Wellness Center for 1 - 1 ½ hour blocks during operating hours (Monday-Friday, 8-4:15). Schedules will be posted in various locations and may be subject to change.
4. Therapy dog visits will occur in the Wellness Center front conference room, which is adjacent to the main lobby. This will eliminate concerns about confidentiality as this is an accessible location to all and will not take place in the treatment areas. This will also limit the interaction for students who are not comfortable with dogs.
5. There will be a sign posted on the main door during Therapy Dog visits advising students that the visits are occurring.
6. This program will be open to all students who wish to visit with the therapy dogs during the therapy dog's scheduled time.
7. It will be beneficial to host these regular visits at the Wellness Center in the event a student requires physical/mental health services during their visit. They can be directly referred through the Triage process without the need to accompany them elsewhere on campus.
8. These therapy dog visits will be in addition to the existing program conducted during finals prep week in collaboration with CASE.

Since counseling can be emotionally difficult, the Wellness Center supports students having their Emotional Support Animals (ESAs) accompany them to their counseling appointments at the Wellness Center as long as the animal is well behaved and not disruptive to others. All ESAs must be restrained (by leash or carrier) while in the Wellness Center.

### Pets and Other Visiting Animals

Pets (privately owned animals not described elsewhere in this policy) are NOT ALLOWED in the College's building interior spaces including, but not limited to classrooms, office buildings and offices, corridors, laboratories, residence halls, barns, livestock areas, etc. Pets are permitted during a temporary visit in designated outdoor areas of the campus grounds provided:

- They are leashed and under the physical control of their humans at all times.
- They remain outdoors at all times.
- Humans collect and dispose of animal waste promptly.

### **Aquariums:**

- Are permitted in office areas and in residence hall rooms.
- Are limited to a maximum of 20 gallons and one tank per resident.

### Exceptions:

Individual exceptions for educational purposes may be approved by the Provost or Deans. In all such instances, the humans are responsible for controlling and cleaning up after the animals.

Animals in Campus Vehicles:

Animals, except service animals, are NOT allowed in campus fleet vehicles unless a specific exception is granted by the Director of Facilities Management or the Senior Vice President for Administration and Finance. Dogs involved in the Canine Training and Management program may be transported in campus vehicles assigned to the program.

TYPE	AREAS ALLOWED ON CAMPUS	RESOURCES
Service Animals	All	Educational Support Services Wendi Richards: 518-255-5870 <a href="mailto:richarwa@cobleskill.edu">richarwa@cobleskill.edu</a>
Emotional Support/Assistance Animals	Residence Halls, when approved. Wellness Center, when approved. Outdoors	Residential Life Matthew LaLonde: 518.255.5321 <a href="mailto:lalondmm@cobleskill.edu">lalondmm@cobleskill.edu</a>
Canine Training and Management Dogs	Program facilities and vehicles Outdoors Other indoor areas as approved	Canine Training and Management Faculty and Staff Jennifer Essler 518.255.5654 <a href="mailto:esslerjl@cobleskill.edu">esslerjl@cobleskill.edu</a> Canine Kennel Manager Morgan Kraemer 518.255.5750 <a href="mailto:kraememp@cobleskill.edu">kraememp@cobleskill.edu</a>
Police Dogs	All	University Police 518.255.5317 <a href="mailto:unipol@cobleskill.edu">unipol@cobleskill.edu</a>
Therapy Dogs	Wellness Center Designated outdoor areas	Wellness Center <a href="mailto:wellnesscenter@cobleskill.edu">wellnesscenter@cobleskill.edu</a> 518.255.5525
Pets	Designated outdoor areas	Human Resources 518.255.5423 <a href="mailto:humanresources@cobleskill.edu">humanresources@cobleskill.edu</a> University Police 518.255.5317 <a href="mailto:unipol@cobleskill.edu">unipol@cobleskill.edu</a>

Support and Enforcement

Emergencies and other immediate assistance	University Police	518.255.5317
Damage to facilities or grounds	Facilities Management	518.255.5228
Service Animals	Accessibility Resources	518.255.5282

Animal nuisance complaints, bites, etc.	University Police	518.255.5317
	Environmental Health and Safety	518.255.5411
	Human Resources	518.255.5423
Residence Hall policies and requirements	Residential Life	518.255.5215
Support for students and staff who are fearful of dogs or other animals	Students – Wellness Center	518.255.5525
	Faculty/Staff – EAP Coordinator	518.255.5369
Questions	Senior Vice President for Administration and Finance	518.255.5416

Policy History:

Revision Date	Author/Owner	Description of the action on the revision date
10/26/22	Wendy Gilman	Clarification
9/14/23	Wendy Gilman	Updated faculty contact information