

The Citadel
The Military College of South Carolina
171 Moultrie Street
Charleston, South Carolina 29409

MEMORANDUM
NUMBER 6-411

12 April 2016

PETS ON CAMPUS

1. PURPOSE

The purpose of this Memorandum is to establish a standard of conduct expected of faculty and staff who bring pets onto The Citadel campus or who have pets who reside with them in campus housing. This policy extends to service animals specifically trained to assist individuals with disabilities.

2. REFERENCE

S.C.Code Ann 59-121-50 (Law Co-op, 1976)

3. DEFINITIONS

- A. Exotic Animals: A rare or unusual animal pet, or an animal kept within human households which is generally thought of as a wild species not typically kept as a pet.
- B. Household Pets: Dogs, cats and other small non-poisonous household pets (hamsters, birds, fish, etc.).
- C. Unauthorized Pets: Farm animals such as goats, sheep, cattle, horses, pigs, ducks, poultry, etc. This includes wild animals such as raccoons, skunks, deer, squirrels, opossums, etc.
- D. Service animals: Dogs that are individually trained to do work or perform tasks for people with disabilities. Service animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person's disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.

4. POLICY

A. General Guidelines:

- 1. Members of the faculty and staff occupying quarters on The Citadel campus are authorized to Household pets in their quarters subject to certain limitations noted below.

2. Farm animals and other Unauthorized Pets are not authorized in or around campus quarters. Wild animals are not authorized (even though domesticated and inoculated).
3. Exotic animals such as snakes and other large reptiles must be approved by the AVP for Facilities and Engineering in writing. **Note:** If an exotic pet is approved for care in a campus residence the home must be marked so that emergency responders will be warned of the type of pet before entry.
4. Household pets are not authorized to be taken into any buildings on The Citadel campus or into any Citadel owned/controlled building off campus.
5. The only exception to this policy applies to certified/marked service animals, verified through Human Resources benefits manager for employees or Director Academic Support Center for students, and The Citadel's mascots.

B. Inoculation and Control of Pets:

1. Citadel personnel residing on campus must follow all federal state, and local regulation on inoculations of their approved pets. Failure to comply could result in the removal from campus housing.
2. Dogs and cats must wear secure collars or harnesses with tags containing identification and vaccination information at all times.
3. No person living in Citadel quarters owning or having possession, charge, custody, or control of any animal will allow the animal to stray or to run at large on Citadel property. Pets are allowed outside of Citadel quarters only if restrained by leash or in a fenced area. Voice or signal command does not constitute control over/of the animal.
4. The Citadel Department of Public Safety will contact the City of Charleston or County Animal Control Services to remove stray animals from campus. Complaints or concerns regarding animals on campus should be directed to Public Safety.
5. Pets will not be "walked" on the parade ground, in campus dependent play areas, or on athletic practice and drill fields at any time
6. Under the ADA, service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.

C. Responsibility of Owners:

1. Owners will be held responsible for any damage or injury caused by their pets.

2. Owners are expected to ensure their pets do not become nuisances, sources of annoyance, or a danger to others. Barking dogs, yowling cats, etc., may be removed from campus if the owner is unable to control the offending pet's noise irritation.
3. Pet owners leaving campus temporarily must ensure that proper care and control is provided for pets during their absence.
4. Animal feces must be removed and properly disposed of from Campus grounds including sidewalks, streets and other Citadel quarters. Owners will ensure their pets do not cause damage to Citadel property including campus grounds. Violators of this section may be required to remove the offending pet from campus premises.
5. Owners will ensure pets are not permitted on The Citadel parade ground, athletic practice fields, drill areas, or campus dependent play areas at any time.

D. Exceptions:

Dunnemann Apartment Building: Members of the faculty and staff occupying quarters in the Dunnemann Apartment Building are not authorized to keep dogs. All other pets are subject to the existing campus regulations.

5. COMPLIANCE

Non-compliance with this policy may result in disciplinary action and possible loss of campus housing privileges.

6. NOTES

A. Dates of official enactment and amendments:

Approved by the Senior VP for Operations and Administration

B. Responsible Department:

Department of Facilities and Engineering

C. Responsible Official:

Director of Public Safety

D. Cross References

None

7. RESCISSION

Memorandum No. 2-11, 30 July 2009, is rescinded.

8. REVIEW

Review this policy on a biennial basis.

FOR THE PRESIDENT:

OFFICIAL

//Signed, TGP, 12 April 2016//
THOMAS G. PHILIPKOSKY
Colonel, USAF, Retired
Senior VP for Operations and Administration