

**Manhattan Area Technical College Institutional
Policy and Procedure Manual**

Policy No. 7.9.1

Title: Animals on Campus	
Originated by: President/CEO	
Originated Approver: Board of Directors	Originated Date: 11/28/2012
Revised by: Dean of Student Services/Dean of Career & Technical Education	Revised Date: 9/24/2020
Reviewed on: 9/2020	

Policy Statement: Manhattan Area Technical College has the responsibility to provide a safe and healthy learning environment. While it is recognized that many animals are well behaved and are brought to the campus by responsible persons for safety or convenience. However, not all persons attending or employed at MATC may feel comfortable around animals on campus. It is, therefore, necessary to set rules to ensure a harmonious work and learning environment and to limit issues of liability by the college and animal owners.

Rationale: In order to meet the needs of animal owners while protecting staff, students, and visitors who may have allergies or fears that could cause an animal to interfere with their ability to work or study, the following rules will apply when an animal is brought on the property of Manhattan Area Technical College.

Procedure:

1. To protect public health and safety, animals (other than service animals) are not permitted in College buildings.

2. A “service animal” is one that is individually trained to do work or perform tasks for the benefit of an individual with a disability, and the work or tasks performed by the animal are directly related to the individual’s disability. This definition encompasses all “service animals” as defined by the applicable regulations to the Americans with Disabilities Act ([28 C.F.R. § 35](#), [28 C.F.R. § 36](#), [29 C.F.R. § 1640](#), [29 C.F.R. § 1630](#)) and section 504 ([34 C.F.R. § 104](#), [45 C.F.R. § 84](#)) and encompasses all “assistance dogs” as defined by applicable Kansas statutes. “Emotional Support Animals” under the Fair Housing Act (FHA) are not considered “service animals” through this policy, as MATC does not operate college owned student housing facilities. Service animals assisting an individual with a disability are allowed on campus, but their owners must abide by the following:
 - a. Register the animal with accommodation services on campus.

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- b. The service animal must be under the control of its handler. Where it is not readily apparent that an animal is a service animal, an ADA coordinator or designee may ask if the animal is required because of a disability and what work or task the animal has been trained to perform.
 - c. MATC may exclude a service animal if the animal is not housebroken; would pose a direct threat to the health, safety or property of others that cannot be reduced or eliminated by a reasonable accommodation; is out of control and the individual does not take effective action to control it; would fundamentally alter the nature of a program or activity; or is not being cared for the by the individual.
 - d. MATC is not responsible for the care or supervision of service animals. Individuals handling a service animal are responsible for the control of their animals at all times and for ensuring the immediate clean-up and proper disposal of all animal waste. Individuals must comply with all applicable laws and regulations, including vaccinations, licensure, animal health and leash laws,
 - e. Although MATC will not charge individuals handling a service animal a surcharge, it may impose charges for damages caused by a service animal in the same manner the College imposes charges for damages to property.
- 3. A person desiring to bring an animal (other than a service animal) into a College building must seek approval from the Animal Review Committee (*VP's, Dean's, CISO*).
 - 4. All domestic animals on College property, including outdoors, must always be leashed and under personal control of the owner.
 - 5. For the safety of both humans and animals, animals are prohibited from areas where food is consumed and from program laboratories or other areas housing hazardous materials or machinery.
 - 6. Animals are not to be tied to or secured to trees, posts, shrubs and/or left unattended on the College property.
 - 7. Owners shall be held responsible for any personal or property damage inflicted by their animals.
 - 8. All animals on MATC property must have current vaccinations evidenced by a tag on the animal or a vaccination certificate in the immediate possession of the owner. Owners are reminded that animals on campus are subject to the City of Manhattan [animal control](#)

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[ordinances](#). City animal control will be called to remove and impound disruptive, aggressive, unattended, or at-large animals.

9. Owners or caretakers must clean up after their animals - both inside buildings and outside on campus property. Each owner is responsible for his/her animal, including clean-up and proper disposal of all animal waste.

1. [City of Manhattan City Code: Chapter 6: Animals and Fowl](#)

2. Americans with Disabilities Act: [28 C.F.R. § 35](#), [28 C.F.R. § 36](#), [29 C.F.R. § 1640](#), [29 C.F.R. § 1630](#)

3. Section 504 of The Rehabilitation Act of 1973: [34 C.F.R. § 104](#), [45 C.F.R. § 84](#)