

Faculty Senate
McCormick Room, Collins Library
Minutes of the November 6, 2017 meeting

Present:

Gwynne Brown, Anna Coy, Kena Fox-Dobbs, Robin Jacobson, Kristin Johnson, Alisa Kessel, Jung Kim, Sunil Kukreja, Pierre Ly, Tiffany MacBain, Siddharth Ramakrishnan, Sarah Walling-Bell, Paula Wilson, Peter H Wimberger

Guests: Sarah Comstock

1. The meeting was called to order at 12:02pm

Kessel thanked members for reviewing the minutes.

2. Announcements none

3. M/S/P to approve the minutes of October 23, 2017

No discussion

4. Updates from ASUPS or Staff Senate

ASUPS:

- Walling-Bell reported that some ASUPS senators are working on Bylaws revisions.
- Walling-Bell reported the following upcoming event:
Amanda Diaz is giving her second town hall on sexual assault and Title IX.

Staff Senate:

- Coy reported that the Staff Senate did a reverse trick or treat event, meaning that they brought candy to staff around campus. The goal of this sweet activity was to raise awareness of Staff Senate among staff. She also brought candy to the meeting, which was much appreciated.
- The Staff Senate is finalizing their annual BTF proposal for staff compensation.
- They are beginning to roll out the next generation of staff recognition awards. The awards are changing to random acts of excellence.
- The Staff Senate is also preparing for their next books and bake sale. Let them know if you have books that you would like to donate. They will pick them up. Contact staffsenate@ups.edu
- They provided feedback to HR on staff performance review forms.
- At their next meeting they will be hosting the strategic plan consultants.

5. Updates from liaisons to standing committees

Ramakrishnan reported that the IRB is working on finding a new CITI training module that addresses the unique challenges of doing international research.

Jacobson reported that the Curriculum Committee determined that the Liberal Studies Bachelor of Arts degree proposed for FEPPS students conforms to our goals and standards and endorsed it.

6. Discussion of Animal Control Policy

Comstock described the revisions that the Accessibility Work Group had made to the draft policy presented to the Senate last year. Sarah and the committee worked with a few faculty and staff to make it better address the different ways in which we have dogs/animals on campus. In doing this, it acknowledges the positive benefits of dogs. Some of the major points of the proposed policy:

- It would not prohibit pets but better supports and articulates the conditions of the “when, where and how” of pets on campus.
- It would create a process to allow faculty and staff to bring dogs to campus under certain conditions. This part of the policy would not apply to students. Students would still be very restricted in terms of animals they can bring inside buildings on campus.
- It would provide recourse if a dog acts aggressively.
- It would formalize complaint procedures.

M/S/P with one abstention.

The meeting adjourned at 12:17 pm.

Minutes prepared by Peter Wimberger

Respectfully submitted,
Pierre Ly
Secretary of the Faculty Senate

Appendices:
CC response to FEPPS proposal
Animal Control Policy

Recommendation to the Faculty Senate on the Freedom Education Project Puget Sound (FEPPS) Proposal

Over the 2016-2017 academic year and again in Fall 2017, the Curriculum Committee has conducted a review of the Freedom Education Project Puget Sound (FEPPS) proposal for the Creation of the Liberal Studies major as a new major within the Bachelor of Arts degree program at the University of Puget Sound (UPS). The proposal would extend and deepen the existing program at FEPPS, which offers an Associate of Arts degree through Tacoma Community College for students interned at the Washington Correction Center for Women (WCCW). In keeping with our role in the Faculty Bylaws of “reviewing new majors, minors, and programs,” the Curriculum Committee has determined that the proposed Liberal Studies major conforms to the standards of our curriculum at Puget Sound and furthers the educational philosophy and ideals of the University.

Faculty associated with FEPPS have designed a curriculum that, as the proposal explains, seeks to give students “a rigorous liberal arts education while replicating, as much as possible, the educational structure and goals of other majors at the University of Puget Sound.” While circumstances do not permit offering of what might be thought of as a traditional disciplinary major, FEPPS proposes an alternative in a Liberal Studies major that focuses on examining defined themes from multiple disciplinary perspectives, a contract-style major agreed upon with an academic advisor. To give the major “cohesiveness, intellectual coherence, and structure,” FEPPS has proposed a “scaffold” of courses that leads students to develop distinct themes around which their major will revolve: an introductory Liberal Arts and the Construction of Knowledge class, a .5 credit bridge course, a curated lecture series, a special Connections class, and a Capstone class based on a research project “rooted in their chosen themes.” It should be stressed that the Liberal Arts major would have students fulfill all existing requirements for graduation at University Puget Sound, including the various aspects of the Core Curriculum, the foreign language requirement, and the requirement of three classes out of one’s major. The committee is convinced that this proposal represents a creative and fruitful way to offer a rigorous liberal arts education at WCCW.

While our endorsement of FEPPS is strong, it is appropriate to define quite clearly the scope of the Committee’s review. Based on extensive discussions, we are convinced that the FEPPS leadership is attentive to the quality of instruction carried out by UPS faculty and other PhDs in the area, and we are convinced that the instruction is of a high quality. Nevertheless, given the nature of FEPPS as a separately funded and run entity, we are not in a position to determine whether there is sufficient staffing and course offerings to sustain the major (a consideration that would normally enter into Curriculum Committee reviews of new and existing academic programs and majors). Nor are we in the position to formally approve the new “scaffold” courses which would be offered as part of the Liberal Studies major, which would need to be submitted to the Curriculum Committee following regular procedures. With these caveats in mind, we offer the opinion that the proposed major conforms to our curriculum and meets the requirements of a major program at a liberal arts college. Based on these considerations we recommend the University offer the Liberal Studies major as a new major within the Bachelor of Arts degree program, subject to its final approval by other committees within the University without

substantive alterations to the degree requirements. We look forward to working with FEPPS as it develops in the future.

MEMORANDUM

DATE: September 19, 2017
TO: Kris Bartanen
FROM: Sarah Comstock
RE: Animal Control Policy

During the fall of 2015 the Accessibility Work Group (AWG) spent a great deal of time talking about the use of *emotional support animals* and *service animals* by many of our campus constituents. Those discussions provided a great deal of information including: the difference between the designations, how emotional support animals are regulated on campus, and the rules which individuals have to follow when bringing either type of animal onto campus. During these discussions, it came to our attention that Puget Sound currently does not have a policy governing *pets* in buildings or on campus grounds. One of the members of AWG, Todd Badham, had written a draft animal policy several years prior and brought the document to the group's attention. Our initial interest in supporting the policy was ensuring the safety of both the community members that rely on service animals and the service animals themselves. And yet, as we began the revision process, it became more and more clear to us that there were other factors that necessitated this policy; specifically, general safety, grounds and building management, and support of applicable policies and laws. It is important to note that the suggested policy below does not disallow pets on campus, rather it clarifies the "when, where, and how" of pets on campus.

The original policy has been through several rounds of vetting to most appropriately encompass the values of the campus, while also ensuring that the basic intent of the policy remains. The policy below is slightly more complex than its predecessor, allowing for the enjoyment of pets on campus, but also building in components that keep our students, faculty, and staff safe. As you read through the policy it is important to note that I, and other members of the committee, recognize that this policy is not equitable for all of our campus community. While we would like to support equity throughout this policy, the requirement that all governance groups endorse the policy, necessitates compromise.

The supporting factors for the policy and its nuances are listed below.

Student Support

There are a significant number of pets, dogs specifically, that are brought on to campus grounds which are improving student circumstances. As was shown in an interdisciplinary study done at Virginia Commonwealth University, "...visits with therapy dogs significantly reduce students' perceived stress during final exam week." The aforementioned study is one of many that shows the positive effects of pets on our students, and in the workplace. There are myriad other colleges and universities that understand the positive role that animals can have on both student stress and employee productivity and as such have implemented pet friendly policies. Those schools include, Amherst College, Pomona, and Reed College.

Accessibility

In recent history Puget Sound has had several campus community members use service animals. Service animals, dogs in most circumstances, are typically trained between 180 and 360 hours, and are assigned to one owner to assist with specific tasks. That kind of intensive training cannot be said for all pets, which can make interactions between service animals and pets a distraction to the work of the service animal. The policy recommendation supports the priority commitment we have to our community members with service animals.

Support of Municipal Code

In 2009 the City of Tacoma passed the “Dogs off premises to be on leash” part of the Animal Control municipal code. Code 17.02.050 reads that “if any dog is off the premises of its owner or custodian such dog, while away from such premises, must be controlled by a leash or chain not more than eight feet in length, such control to be exercised by such owner or custodian or other competent and authorized person. Failure to control a dog in this manner is a violation.” Our policy helps support the code and the larger safety conversation within Tacoma.

Grounds and Building Management

Our carefully maintained grounds are a gem within the North End community and provide large areas for community members to bring their pets to run. And while that brings a lot of joy to passersby, it also can leave a significant mess if not managed by the owner. Given the care we put into the appearance of our grounds, this oversight of a pet owner is no small issue as it multiplies and thus increases the work of our grounds crew.

An additional consideration in this area is the burden that our custodial staff faces when pets are consistently brought into buildings. We have a number of campus community members who bring their dogs with them to work on a daily basis. Any shed fur from the pet is typically not picked up by the owner, but is left for the custodial staff to manage, which can be an onerous task if there is carpet in the office, and/or if the pet is in the office while the custodian is following their routine.

Individual Safety

During the initial discussion with AWG, and during the ensuing years, complaints of aggressive dogs have been reported to Security Services. Other stories detailing aggression such as this were brought up during the policy review with Staff Senate. At least two members of the group recounted hostile interactions that they have had with unleashed dogs on our campus, and two others relayed that they are uncomfortable passing through Todd Field because of their fear of dogs. And as recently as July, 2017 a dog became aggressive and interfered with a medical emergency in a research lab.

Proposed Implementation

The implementation of this policy will not be nearly as easy as the timeline below shows. Given the long standing tradition of bringing pets to campus it will likely be a challenge for some of our community

members to understand and support the policy. Therefore as much as possible, interactions with pet owners must be as conversational as possible.

Fall 2017

Soft rollout of policy:

Advertise the policy through myriad campus publications – OpenLine, The Trail, FacultyComms, and the neighborhood newsletters.

Develop necessary form for consideration of extenuating circumstances

Develop informational slip for Security officers to provide to community members who are violating the policy

Spring 2018

Full implementation of policy

Campus Animal Control Policy

Policy Purpose:

This policy describes animal control on the University of Puget Sound campus. A clear and enforceable policy helps ensure the safety, welfare, and sense of wellbeing of campus community members and visitors.

All members of the University of Puget Sound community are responsible for the conduct and condition of the animal(s) they own. All members of the University of Puget Sound community and all visitors to the campus are bound by this policy and applicable laws.

The purpose of this policy is to provide a set of reasonable guidelines for acceptable behavior of any animal that visits the University of Puget Sound campus and to outline repercussions that may follow any deviations from these guidelines. It is also intended to serve as a clarification of the obligations of animal owners to the University of Puget Sound community and the animals they are responsible for.

This policy pertains to the internal governance of the University of Puget Sound community and to the governance of non-human animals on University of Puget Sound property. Its provisions shall be considered binding for all community members, which includes staff, faculty, and students of the University, as well as visitors to campus.

University of Puget Sound is committed to compliance with state, federal and local laws regarding individuals with disabilities and making reasonable modifications to its rules, policies and practices as required by law to afford persons with disabilities equal opportunity access to its programs, services and activities. This policy should not be construed to abridge or supersede any rights or responsibilities put forth in any local, state, or federal laws, including but not limited to the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, or the Fair Housing Act.

* text modified from Reed College's Animal Policy
(https://reed.edu/academic/gbook/comm_pol/animals.html)

Definitions

Pets: Any animal owned and/or handled by a person that is not specifically designated as a Service or Emotional Support Animal, and is not considered wildlife.

Service Animal(s): Animals, typically dogs, individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people

who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets. In order to be considered a service animal under this policy, the work or task an animal has been trained to provide must be directly related to the person's disability and/or illness. Animals whose sole function is to provide comfort or emotional support are not considered service animals under this policy.

Emotional Support Animal: Animals that provide comfort just by being with a person. Because they have not been trained to perform a specific job or task, they do not qualify as service animals under this policy. Emotional support animals must be registered with the Accessibility and Accommodations Office.

Wild Animals: Animals that have not been domesticated or tamed and are usually living in a natural environment.

Research/Demonstration Animal: Animals kept on-campus for the sole purpose of educating students through research, demonstration, and experimentation. These animals are part of the university curriculum and kept on-campus under the authority of the Academic Vice-President.

Handler: The person who trains or controls the animal; typically the person using the services of a service animal.

University building/s: Any and all structures owned and controlled by the university.

University grounds: Any outdoor space owned and controlled by the university. Including but not limited to athletic spaces, sidewalks, and fields.

Campus Visitors: All persons temporarily on campus who are not enrolled students or employed by the university. Contractors, vendors, and service providers are considered visitors to campus.

University Community Member: For purposes of this policy, these are university students, faculty and staff members.

Regulatory Authorities

- Americans with Disabilities Act (ADA)
- Fair Housing Act (42 U.S.C. 3601, et seq.)
- Chapter 49.60 RCW
- Chapter 162-22 WAC
- Tacoma Municipal Code (Chapter 17 – Animal Control and General Provisions)
- University of Puget Sound Standards of Conduct
- University of Puget Sound Residence Policy

Enforcement Authorities:

- Director of Student Accessibility and Accommodations
- University Department heads
- Human Resources
- Security Services
- Student Affairs
- Any member of the campus community may enforce this policy by advising individuals of the violation/s or by reporting violation/s to an enforcement authority.

Responsibilities

- In accordance with the Student Integrity Code, faculty code and staff policies, all members of the university community have the responsibility to adhere to and follow this animal control policy.
- Policy violation by students will be addressed by Student Affairs.
- Policy violation by staff will be governed by the Staff Corrective Action Policy.
- Policy violation by faculty will be governed by Faculty Code.
- Campus visitors must adhere to university policy and applicable law. Policy enforcement with visitors will be addressed by Security Services.

Policy Statement

Pets

Persons with pets are responsible for the conduct of the animal – including any damage caused by the animal to university or personal property. Persons must clean up animal waste and have in their possession at all times the means to do so.

In accordance with applicable law, animals must be restrained on a leash no more than 8 feet in length or secured inside a vehicle. The animal must be accompanied by a person at all times and is not permitted in water features at any time or under any conditions.

Pets on campus must display appropriate city licensing and vaccination tags. Pets may not threaten or harm other animals, members of the university community, or campus visitors. Animals who display aggressive tendencies should not be brought to campus. Pets who demonstrate aggressive behavior will be banned from campus. Pets left unattended and/or unsecured on university property may be impounded by Security Services and/or an external agency.

Pets are not permitted in university-owned vehicles at any time. Pets may not be left unattended on campus. Securing a pet outside a university building to a bench, railing, garbage/recycling container, tree or any other fixed item is not permitted. Pets should not be left unattended or confined in a parked vehicle such that the pet's life or health is threatened.

Community members should not feed wild animals or harbor stray animals.

Campus Facilities

Animals are prohibited from public indoor spaces, academic classrooms, the Wheelock Student Center, residence halls, athletic facilities, and Kilworth Chapel unless classified and approved as a research, experimentation, or demonstration animal and part of the curriculum, or registered as service animals. Emotional support animals registered with the Accessibility and Accommodations Office are allowed in residence halls. Further exceptions are listed below.

Faculty and staff members are allowed to bring pets to private offices under the following conditions:

- 1) Approval of the pet in departments must be granted by the department head prior to the pet coming to private offices. If approval is granted, the approval must be registered with the Security Office including the name of the owner, name of the animal, and the office in which the pet is approved to be in.
- 2) The pet is physically restrained while entering and exiting the premises. Once the pet enters the private office, the animal can be off leash.

Revocation of the approval by the department head may happen if:

- a. Other faculty and staff register complaints with the department head around issues of noise, phobias, allergies, or equity.
 - b. The pet displays aggressive tendencies toward a member, or members, of the campus community.
 - c. The owner of the pet fails to clean up after the animal.
- 3) Damage caused by the pet will be charged to the faculty or staff member on record as the owner.

Service Animals & Emotional Support Animals

Service animals are allowed on campus and in all campus buildings. A student with a service animal is encouraged to notify their instructors, each semester, before class begins.

Under very specific circumstances and with prior approval, emotional support animals belonging to students may be allowed to live in an on campus residential facility in accordance with applicable law. That request must be approved by the Director of Student Accessibility and Accommodation. Faculty and staff wishing to have an emotional support animal in their workspace must submit the appropriate accommodation request to Human Resources.

While on campus, handlers of service animals and emotional support animals must adhere to the University policy and Tacoma Municipal Code (17.02.05-animal control).

Policy Owner:

Approved by:
Date approved: