



CAL MARITIME

Housing and Residential Life Professional Live - In Staff

Pet Policy.

Policy Title: Housing and Residential Life Professional Live – In Staff Pet Policy

Policy Number: AA 08-005

Policy Administrator: Provost Gerald Jakubowski

Policy Initiator: Deborah Hebert, Ph.D., Dean of Students

Authority: Director of Housing and Residential Life

Effective Dates/Periods of Employment:

Date initiated: September 20, 2012

Approved:

Revised:

Purpose: This policy establishes the criteria for Full-time Professional Residential Life Staff who live in On-Campus apartments to have pets.

Scope: This policy applies to all full-time professional Residence Life staff living in apartments at The California Maritime Academy.

Accountability: The Director of Housing and Residential Life is responsible for administering this policy and ensuring compliance.

Rationale:

The professional live-in position will typically attract a national pool of candidates. As the field of residence life becomes more professional, and graduate degrees are more often required, candidates will have had significant residence life experience as well as range greatly in age and backgrounds. Due to the requirement of a graduate degree, the typical age of professional staff will increase. Candidates will typically have 5-10 years of professional experience. Candidates are sometimes older, but younger, younger. Given the ages of these incoming professionals, many will have had significant periods in which to develop their independent, personal lives.

Included in developing this life is often the acquisition of a pet. Due to the unique format of the Professional Residence Life positions, appropriate arrangements are provided to accommodate the pet requirements of the candidates. On-campus arrangements are provided to accommodate the pet requirements of the candidates. The probability of the residence life positions being filled by candidates who have a pet is high.

Some candidates are members and the student residences in each building. Apartments for professional staff are provided for candidates who do not have a pet. The difference between the residence hall living and the apartment living is significant. This difference is established by the Director of Residence Life and the professional staff. This difference is established by the Director of Residence Life and the professional staff.

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Professional live-in residence life positions require mature, responsible adults who have committed their lives to the profession. These positions require mature, responsible adults who have committed their lives to the profession. These positions require mature, responsible adults who have committed their lives to the profession.

Professional Residence Life Staff are year-round. Professional Residence Life Staff are year-round. Professional Residence Life Staff are year-round. Professional Residence Life Staff are year-round.

These professionals call the campus home for the duration of their assignment. These professionals call the campus home for the duration of their assignment. These professionals call the campus home for the duration of their assignment. These professionals call the campus home for the duration of their assignment.

Some residential staff are fortunate enough to have family and friends living close by. Many do not. Pets could provide much needed companionship for our residential staff. Residential staff have stressful, demanding jobs. The presence of an animal companion contributes to a general feeling of well-being and reduction of stress. Even the presence of an animal companion contributes to a general feeling of well-being and reduction of stress. Even the presence of an animal companion contributes to a general feeling of well-being and reduction of stress.

Professional staff are qualified and talented job candidates to improve or even eliminate Cal Maritime Residence Life. Professional staff are qualified and talented job candidates to improve or even eliminate Cal Maritime Residence Life. Professional staff are qualified and talented job candidates to improve or even eliminate Cal Maritime Residence Life.

to exceed the living conditions offered by other universities, making Cal Maritime a possible preferred employer for live-in professionals. This is a possible preferred employer for live-in professionals. This is a possible preferred employer for live-in professionals.

Procedures:

Employee Pet Deposit and Protocol

Full-time Professional Life Life Staff are eligible to become pet owners under the guidelines detailed below

1. Pet specifications

The pet will be a "basic" household pet. Approved pets are non-flesh eating fish, turtles, frogs, toads, guinea pigs, hamsters, birds, domestic cats, small dogs up to 35 lbs.

Guinea pigs, hamsters (including guinea pigs and hamsters) and exotic animals (including exotic insects, arachnids and bugs) are prohibited.

- Water filled aquariums will be no more than 20 gallons.
- Pets will be considered "indoor" pets and can't be penned/leashed outside or let out to roam free.
- Cats and turtles may be no more than 20 pounds and 18 inches at the shoulder at maturity. Projections can be based on breed standards, and verification from a veterinarian.
- Each staff member will be allowed only two pets at any given time. Each pet must be approved.
- All pets (where medically applicable) must be spayed or neutered at the earliest veterinarian-approved time. Pets inadvertently becoming pregnant will be removed.
- All pets must be up to date on vaccinations, as applicable. This is to be verified by a veterinarian and written proof of vaccinations, as well as updates, provided to the RLPs Supervisor.

Full Name: _____

Unit: _____

Breed: _____

Weight: _____

2. Residence Life Professional (referred hereinafter as RLP) must pay a \$250.00 (per pet) refundable net deposit

3. The refundable deposit shall be subject to full inspection of the RLP apartment upon the RLP's move out.

RLP will hold the RLP responsible for any damages in connection with pet and shall hold the

Office of Housing and Residential Life (referred hereinafter as HRL) harmless and indemnify HRL for any and all damages or costs in connection with pet. HRL reserves the right to off-set the cost of Pet damages to

the community against RLP's pet deposit during the term of RLP's employment. Cleaning charges may also be applied to the deposit upon departure. A copy of the deposit receipt must be attached. *Examples of not*

damage may include: chewing, tearing, scratching, destruction of furniture and any other items which result from a pet residing in residence unit.

• RLP shall ensure that pet(s) will not cause any damage, discomfort, annoyance, nuisance or in any way inconvenience, or cause complaints, from any other building inhabitant.

RLP shall ensure that pet is in compliance with the Housing and Residential Life noise policy.

• RLP shall prevent any fleas or other infestation of California Maritime Academy property.

• RLP shall ensure that pet will not be permitted outside the RLP's apartment unless restrained by a leash or

• The pet shall have received vaccinations. RLP must provide proof of vaccinations within two weeks of pet's arrival.

• RLP shall provide current address and telephone number on their collar.

• RLP shall not discard of fecal matter by either burying it in common areas, flushing it down the drain, or dumping it into undeveloped areas.

• Any "mess" created by pet shall immediately be cleaned up by RLP. If RLP does not clean up after pet, it may be considered a problem or obstruction to University Unit of Housing and Residential Life. Residents or employees may be notified and requests from HRL, Human Resource action may be taken.

5. Dangerous, illegal, or poisonous animals will not be permitted on the property. Members of the housing allowed on the property.

6. The pet cannot be left inside the RLP's unit unattended for a period greater than 24 hours. In such a case animal through placement at the animal shelter or other means.

7. Under this agreement the pet is assigned to the RLP apartment in _____ (name of residence unit). The pet may not reside in any other residence unit for the duration of the pet's presence within the housing complex.

Receipt # _____ (attach copy)

Residential Life Professional's Name

Date

Residential Life Professional's Name Signature

Date

Supervisor's Name

Date

Supervisor's Signature

Date