



**Administrative Policy Group  
Official Meeting Minutes  
Wednesday, October 12, 2022  
3:30 – 4:00 p.m.  
Co-Chairs: Michael Horan & Art Heinricher**

**Attendees:**

***APG Members Present:*** Mike Horan (Co-Chair); Philip Clay; Siamak Najafi; David Bunis; Eric Beattie; Maureen Deiana; Andy Palumbo; Gillian Smith; David Spanagel

***APG Members Not Present:*** Art Heinricher (Co-Chair); Donna Stock; Lauren Turner

***Guests:*** Amy Curran (Director Accessibility Services); Amy Fabiano (Associate General Counsel); Matthew Thaler (Deputy General Counsel); Erin Silva (Office of the General Counsel)

**Minutes:**

**1. Approval of September 14, 2022 Meeting Minutes**

Chair Horan called for a vote to approve the September 14, 2022 meeting minutes. Profs. Spanagel and Gillian Smith abstained as did Philip Clay and Sia Najafi as they did not attend the meeting. All other APG members present voted to approve the September 14, 2022 meeting minutes.

**2. Presentation and Discussion of the Animals on Campus Policy**

Chair Horan asked Amy Curran, Director of Office of Accessibility Services, to present the Animals on Campus Policy. Ms. Curran explained that WPI has an existing Animals on Campus Policy, but that it was out of date with the law and lacked clarity. Ms. Curran, therefore, performed benchmarking against other schools and overhauled the policy with the goal of providing a clear roadmap to make the policy more user friendly.

Ms. Curran then provided a brief summary of the proposed changes. She explained that she did not edit the policy in a vacuum. Rather, she met with and discussed the edits, with several key stakeholders in The Office of Accessibility Services, the Student Activities Office, Talent & Inclusion, Campus Police, Environmental Health and Safety, the Dean of Students Office, Residential Services, and the Office of the General Counsel.

Several APG members then posed questions to Ms. Curran and a discussion ensued about:

- The number of individuals currently bringing animals to campus.



- The definition of, and appeals process for, “Pets.”
- Clarifying where on campus Pets would be permitted under the revised policy. Currently, Pets would only be allowed in “common areas” and APG members questioned whether Pets should be permitted in private offices, too. The overall consensus of the APG was that the policy should message to the community that “Pets” *are* allowed on campus, but detail with greater clarity excluded areas.
- Creating a definition of “Common Areas” that may include an enumerated list of such areas.
- Including explicit language detailing where animals would *not* be permitted (e.g., the library, dining services, lab space, the recreation center, health services, etc.)

The APG agreed that before approving this revised policy for a public comment period, Ms. Curran should further revise the policy in consideration of the points, above, and then re-present the policy to the APG for further discussion.

The meeting was adjourned at 4:00 p.m.

David A. Bunis  
Secretary, Administrative Policy Group