

DUNCAN COLLEGE ARTICLE: ROOM JACK

DUNCAN COLLEGE

1. BED ALLOCATION PROCEDURE

- (1) Student Classification
 - (a) Students shall be eligible to be kicked off campus if they are not bump-exempt.
 - (b) The class of a student shall be the graduation year of their matriculating class, with exception for students who transferred into Rice University from another University. The class of a transfer student shall be their projected graduation year.
 - (c) Bump-exempt students shall be Seniors who have declared their Senior Status with the College, incoming Freshmen, individuals who has lived off campus for at least one semester in the previous academic year, and varsity scholarship athletes.
 - (d) The Senior Status is automatically declared for a student's fourth year at Rice. A student may, with permission of the Masters, defer their senior status by up to one year if and only if they enter the bed allocation draw for that year.
 - (e) Students who remain Rice Students after declaring their Senior Status shall be classified as post-Senior students and shall not be eligible to enter the Bed Allocation process.
 - (f) A student may be classified as bump- exempt under special allowance if they satisfy one of the following:
 - (i) Documented medical consideration that requires that a student live on campus
 - (ii) Documented medical consideration in which a students quality of life would be significantly lower living off-campus solely due to the medical consideration
 - (iii) Extenuating circumstances that compromise a students safety outside of the normal risks associated with living and being a Rice Student
 - (g) All conditions for a student to be classified as bump-exempt under special allowance must be thoroughly substantiated to the Masters, communicating the condition satisfied to the Legislative Vice President.
 - (h) Any student who receives a room from the draw but decides to relinquish the room shall be classified as bump-exempt in the subsequent year if and only if another student takes their place; for the student to receive a bump-exempt status in the subsequent year, the room may not be left vacant.

2. PROCEDURE

- (1) The procedure for bed allocation shall be determined by the Legislative Vice President. It must satisfy the following conditions. The procedure must be:
 - (a) Accessible to all current students
 - (b) Demonstrably fair and unbiased
- (2) The Legislative Vice President will post two weeks in advance the procedure to be used for the Bed Allocation Process if any changes from the previous year occur.
- (3) The Bed Allocation Procedure must include the following:
 - (a) A waiting list containing the following properties:
 - (i) Students kicked off in the Bed Allocation Draw (randomly ordered) ?
 - (ii) Students who elected to move off-campus and wish to instead live on campus for the following year (ordered by time-stamp of official communication)
 - (b) Accessible and available to all Duncan Students
- (4) The draw shall be conducted publicly at a time most students can attend
- (5) Any student failing to submit all required forms for the draw shall not be allowed to enter the draw
- (6) Students shall be kicked off from the rising-sophomore class and rising-junior class
- (7) The number of students kicked from each class shall be equal in proportion to the proportional size of each of the classes from which students may be kicked