**Random Hall Room-Assignment Action Plan**

1. **Please describe, in detail, your house’s updated room-assignment process for first year students. This should include details of the process over the summer and the process during REX and Orientation.**

Starting in the summer, there will be detailed email communication from the President and RAC of Random to incoming first year students regarding move-in and the room-assignment process. Enhanced communication will include flyers detailing the room assignment process and floor exploration that will be placed on the bed in each FY room.

During REX, the President and RAC will hold an office hours event where first-years can ask questions about Random’s room assignment process. Following REX, there will be an opportunity for Floor Exploration. Each floor will be available to talk to first-year students and answer any questions about their floor’s personality and culture. Floors bake cookies and have small events (i.e., puzzles) that they feel are relevant to their cultures. Shortly after, first-years will gather in our main lounge to submit an online form that contains their room preferences as well as their roommate preferences. By having them come together to submit the form we ensure that they won’t forget to complete it and that they have an opportunity to talk to potential roommates while submitting the form, but the online system gives them privacy to not share their room preferences if they would prefer not to.

On the form, first-years can also indicate if they have strong feelings about single-gender floors and cat floors, and there will be a text box on the form to explain their room ranking (for example, are their top choices all roughly tied, or is there a clear preference?). The RAC will run an algorithm to match students to rooms optimally, and then may make specific swaps in the output of the algorithm based on non-personal factors (e.g., gender balance, quiet/noisy floors, additional student preferences expressed on the form, etc.) The AD will be present during this process.

As Random is a small dorm, it is sometimes difficult to accommodate roommate requests, but we hope to alleviate this by offering an option to either prioritize getting the room they want or the roommate they want. If they choose a roommate, it is almost guaranteed that the two will be paired.

After the optimization process is run and rooms are announced, there will be a dorm-wide celebration welcoming first-year students to their new floors.

To encourage exploration and mitigate the stress of moving to one’s permanent assignment, we will host a “moving/pizza party” in which upper-level students are encouraged to help first-years move.

2. **How does the process allow for students who are overwhelmed to opt out of exploration and moving?**

Students who feel extremely overwhelmed or stressed at the prospect of moving can express this to Random’s RAC or President, or a member of the House Team. Students will be expected to have a conversation with either the RAC or the Heads of House to discuss the decision, however first-years will not need to specify the specific reasons for wanting to opt-out of the process. Any decision to opt-out of the process will be communicated between the
President, RAC, the AD, and Heads of House. This will insure clear communication about which first-years are not participating in exploration and moving. This process will be communicated to students over the summer via emails from the President and RAC, as well as in flyers that are placed in each room.

3. What is the level of upper-level student involvement? Are the first year students being assigned through an algorithm or another way?

Upper-level students will be involved in the process, but they will not have any say as to who joins their floors. They will help first-years learn about their floors and communities, they will welcome them in during the welcome/celebration event, and they will help first-years move to their new assignments.

First year students will be assigned through an optimization algorithm.

4. Please describe your house’s upper-level student room-assignment process. This description should include any information about mid-semester room switches.

Create a list of priorities from first year room assignment (people who got their top choice will be at the bottom of list, randomized, and vice-versa). We have a priority list that changes as people move rooms (if a student moves rooms, they will be lower in the priority list for their class year).

RAC regularly doesn’t move people in the year; new openings are generally for transfer students or are reassigned during the fall.

Mid-semster room switches are considered for urgent reasons (flexible threshold for what constitutes “urgent”).

5. What is the role of the AD in these processes?

The AD will be there to support the student leaders and RAC running the process. The AD is present during the Floor Exploration event, the welcome/celebration, and the intra-dorm move day.

The AD will help the RAC and President write the communications to go out during the summer to provide a non-student perspective.

The AD will be present for the optimization process.

6. What forms of evaluation are being considered for assessing the effectiveness of the new process? What ideas do you have for evaluation?

We will send out a survey to first year students post-REX, as well as one during the second semester (February 2020) asking how students felt about moving rooms during REX (would they have stayed in their room if they could have?)
7. Sophomores participating in exploration and moving due to Emergency Housing in 2020.
Sophomores that participate in REX and floor exploration will be treated the same way as first-years so that they have an equal opportunity to meet people and get to know the upperclassmen in the dorm. Sophomores will be sorted into rooms based on the room assignment process listed in section 1. Sophomores will be assigned rooms before first years so that they still maintain priority based on their class year in line with the Random Constitution. To maintain a balance of class years, each floor will reserve a proportionate number of their open spots for first years.