

GatorMUN XVII

Delegate Handbook

January 17-19, 2020

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Conference Schedule

This schedule may change at the discretion of the Secretariat.

Friday, Jan. 17th, 2020

2:45pm-5:45pm: Registration (University Auditorium Entryway)

5:30pm-6:30pm: Opening Ceremonies (University Auditorium)

7:00pm-10:00pm: Committee Session 1

8:00pm: Advisor Meeting

Saturday, Jan. 18th, 2020

8:30am-11:30am: Committee Session 2

11:30am-1:15pm: Lunch Break

1:15pm-3:45pm: Committee Session 3

3:45pm- 4:30pm: Break

4:30pm-7:30pm: Committee Session 4

7:30pm-9:00pm: Dinner Break

9:00pm-11:00pm: Delegate Social (Reitz Union Ground Floor)

Sunday, Jan. 19th, 2020

9:00am-11:30am: Committee Session 5

11:30am-1:30pm Lunch

1:30pm-3:00pm Closing Ceremonies (University Auditorium)

Committee Room Assignments

Please note that some committees have a different location on Friday. See insert in delegate folder for Friday information. All other committee rooms are in the Reitz Student Union

General Assemblies

United Nations Commission on Social Development (CSD)

Different Friday Location

Saturday & Sunday: Ballroom Salon F&G (Floor 2)

Commission on the Status of Women (CSW)

Different Friday Location

Saturday & Sunday: Ballroom Salon A (Floor 2)

Disarmament and International Security (DISEC)

Full Weekend: Chamber (Ground Floor)

The International Fund for Agricultural Development (IFAD)

Full Weekend: 2365

The United Nations Educational, Scientific and Cultural Organization (UNESCO)

Full Weekend: Rion Ballroom East (Floor 3)

The Intergovernmental Panel on Climate Change (IPCC)

Different Friday Location

Saturday & Sunday: Ballroom Salon D (Floor 2)

United Nations Human Rights Council (UNHRC)

Different Friday Location

Saturday & Sunday: Ballroom Salon B&C (Floor 2)

The World Health Organization (WHO)

Full Weekend: Rion Ballroom West (Floor 3)

Specialized Committees

Court of The Sun King, Louis XIV
Full Weekend: 2355

Convention on the Future of Europe
Different Friday Location
Saturday & Sunday: Ballroom Salon H (Floor 2)

Press Corps
Different Friday Location
Saturday & Sunday: 2360

The Commonwealth Prime Ministers' Conference
Different Friday Location
Saturday & Sunday: Ballroom Salon E (Floor 2)

The Executive Council for the United Federation of Planets
Full Weekend: 2335

The NGO Global Assembly 2020: Response to Typhoon Mekkhala
Full Weekend: G325

The Swiss Cheese Union, 1960
Full Weekend: Matthews Suite (Floor 4)

The 13th Sri Lankan Parliament, 2004
Full Weekend: 2340

Crisis

Coffee, Corruption, Capoeiras: The Regency of Brazil
Full Weekend: 3305

Fighters of the Mahdiyya: The Mahdist War
Full Weekend: 2350

JCC: The Russo-Japanese War (Russians)
Full Weekend: 2325

JCC: The Russo-Japanese War (Japanese)
Full Weekend: 2315

Norwegian Milorg: 1941
Full Weekend: G320

Organization Without a Cool Acronym (O.W.C.A)
Different Friday Location
Saturday & Sunday: G330

Publix, Where Crisis is a Pleasure
Different Friday Location
Saturday & Sunday: G310

The Court of God-King Moctezuma II:
Full Weekend: 3320

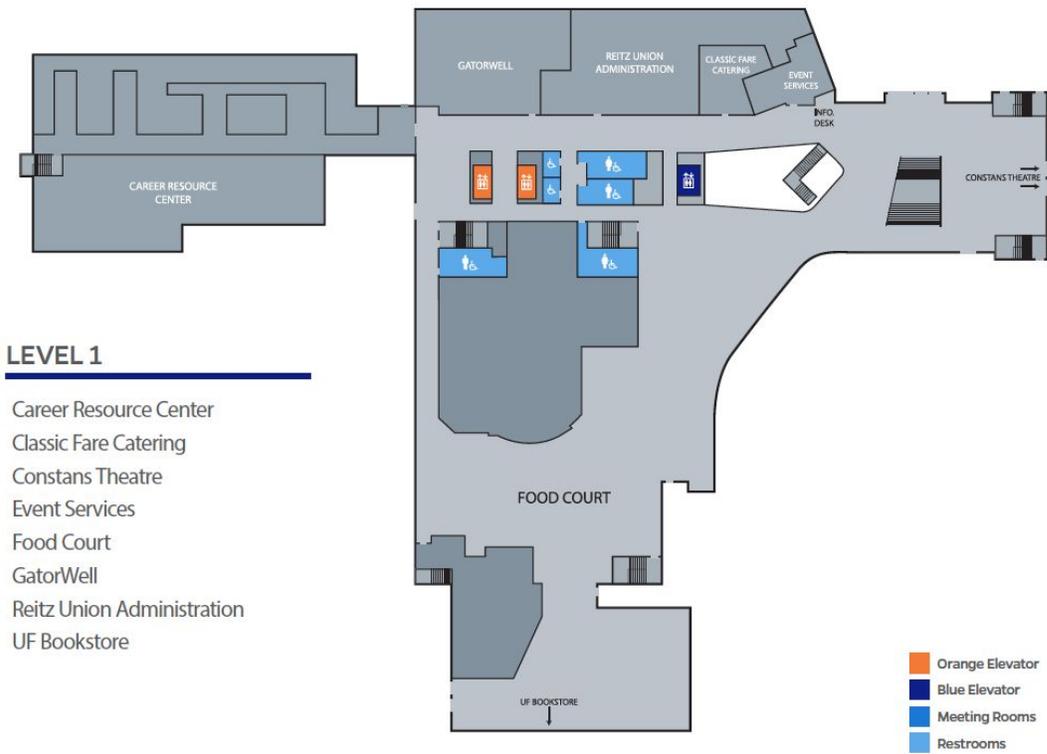
Ad-Hoc
Full Weekend: 3315

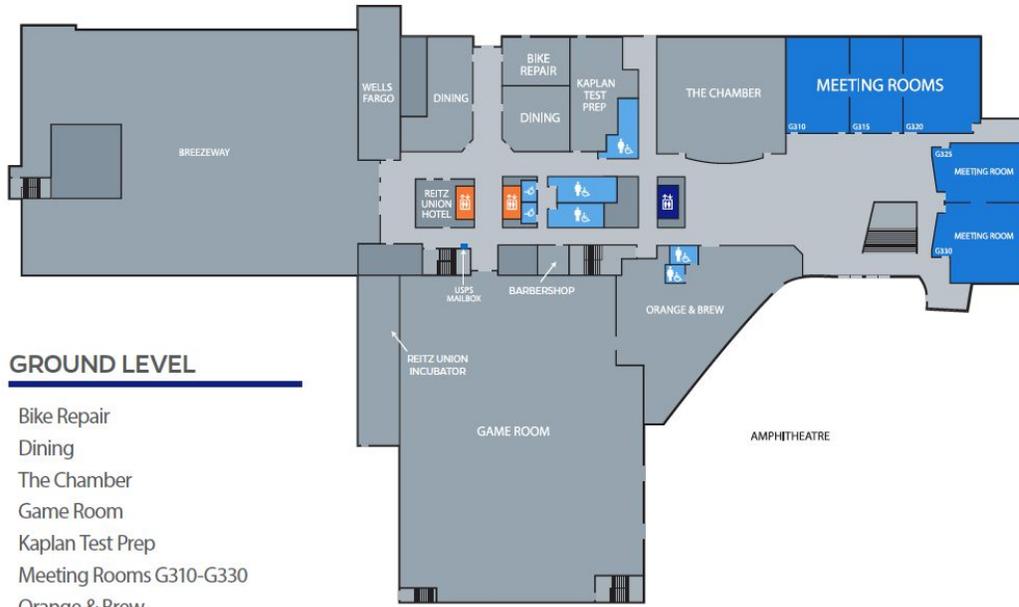
Others

Advisor Lounge: Arredondo Cafe

Secretariat: 2345

Maps

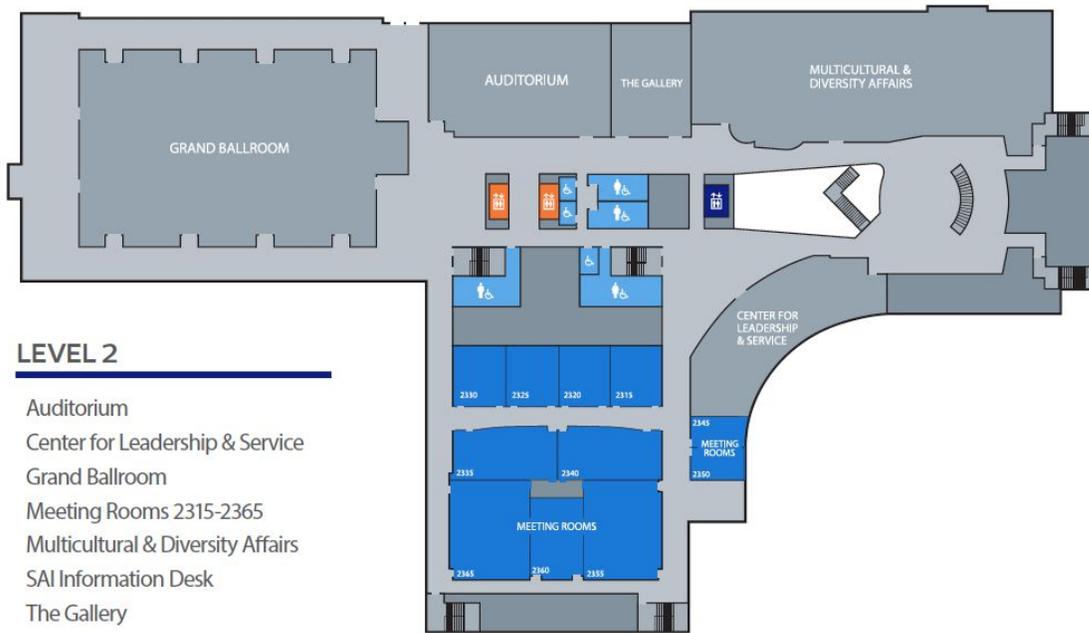




GROUND LEVEL

- Bike Repair
- Dining
- The Chamber
- Game Room
- Kaplan Test Prep
- Meeting Rooms G310-G330
- Orange & Brew
- Reitz Union Barbershop
- Reitz Union Hotel
- Reitz Union Incubator
- USPS Mailbox
- Wells Fargo

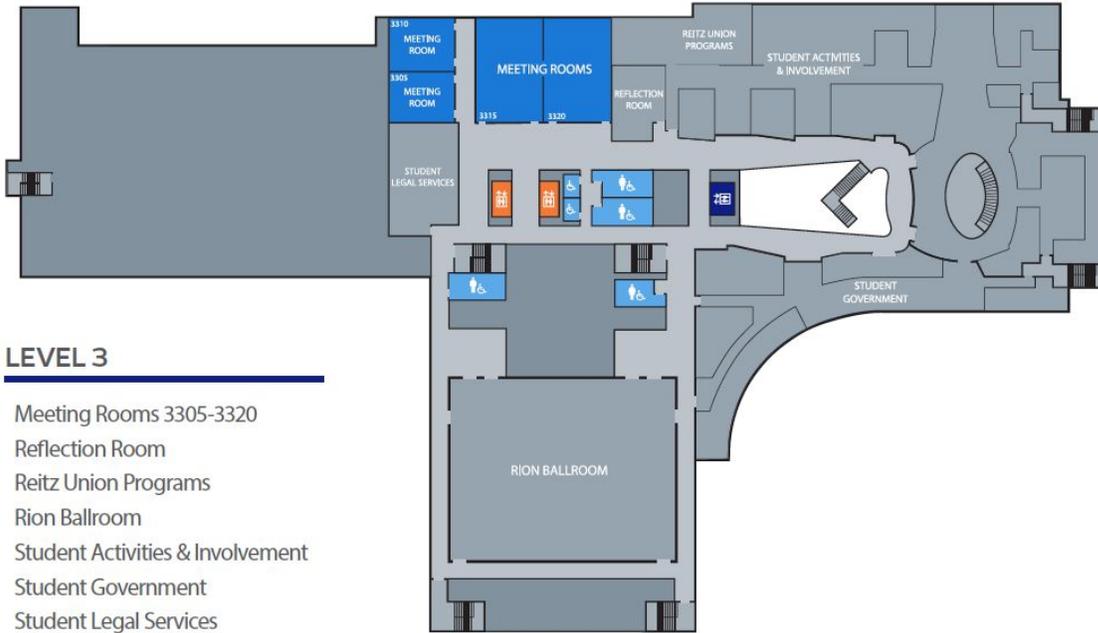
- Orange Elevator
- Blue Elevator
- Meeting Rooms
- Restrooms



LEVEL 2

- Auditorium
- Center for Leadership & Service
- Grand Ballroom
- Meeting Rooms 2315-2365
- Multicultural & Diversity Affairs
- SAI Information Desk
- The Gallery

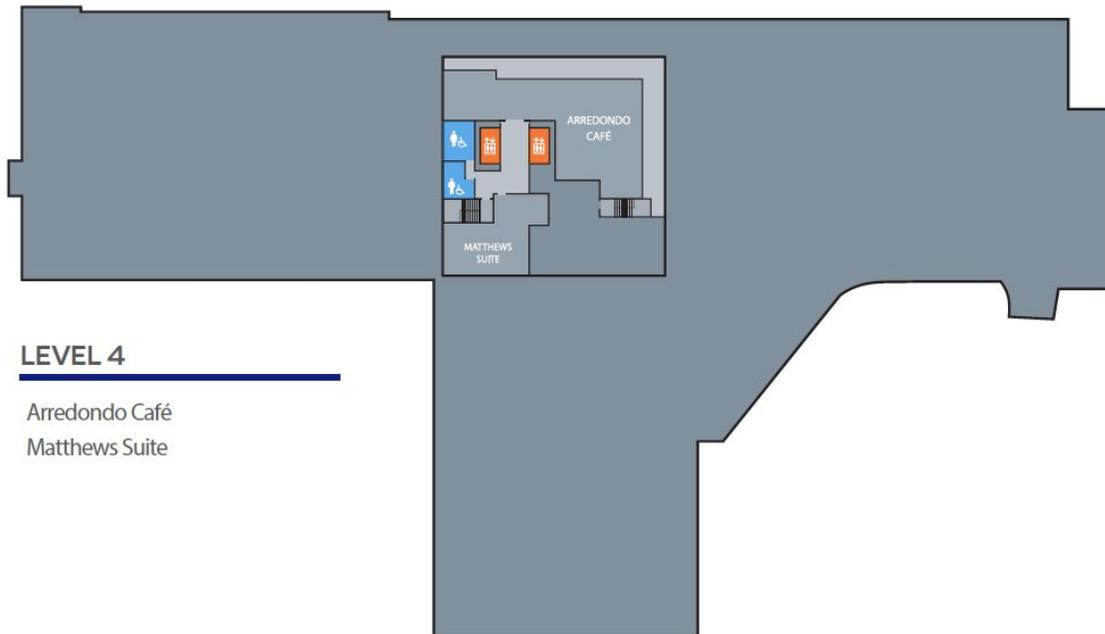
- Orange Elevator
- Blue Elevator
- Meeting Rooms
- Restrooms



LEVEL 3

- Meeting Rooms 3305-3320
- Reflection Room
- Reitz Union Programs
- Rion Ballroom
- Student Activities & Involvement
- Student Government
- Student Legal Services

- Orange Elevator
- Blue Elevator
- Meeting Rooms
- Restrooms



LEVEL 4

- Arredondo Café
- Matthews Suite

- Orange Elevator
- Blue Elevator
- Meeting Rooms
- Restrooms

Delegate Conduct

Cell Phone and Laptop Use

Delegates are prohibited from laptop use during committee sessions, except during unmoderated caucuses. In dual-delegation assemblies, the use of laptops will be allowed during formal debate at the discretion of the Director, so long as it occurs outside of the committee room. Any delegate seen using his or her laptop inappropriately or for non-GatorMUN-related work will be required to close it for the remainder of the conference. Cell phone use during committee sessions is also prohibited except in a case of emergency. Delegates are free to use laptops and cell phones during lunch and dinner breaks.

Dress Code

Delegates shall dress in western business attire for the GatorMUN conference. For young men, appropriate attire entails dress pants, a collared shirt, tie, dress shoes, and dress socks. A suit jacket is preferable, though not required. For young women, appropriate attire entails a woman's suit; dress pants, a dress, or a dress skirt; a nice blouse or button up shirt; and dress shoes. Skirts must reach the knee. Undergarments, the chest, and the shoulders must be appropriately covered. No jeans or sneakers will be permitted, except on the last day of the conference, when delegates may wear jeans so long as they are wearing a purchased GatorMUN XVII t-shirt or sweatshirt and closed-toed and closed-heeled shoes.

If any delegate is unable to meet the standards for western business attire for socioeconomic reasons, the delegate's adviser must contact the Secretariat immediately. Otherwise, any delegate not dressed in western business attire shall not be allowed to participate in committee session until dressed appropriately.

If delegates have specific concerns regarding the dress policy, they should contact the Secretariat at gatormun@gmail.com.

Diplomatic Courtesy

The primary principle of diplomatic protocol is courtesy or decorum. Any delegate or visitor that persists in an attempt to divert the conference from its educational purposes shall be subject to action from the Secretariat and may have his/her/their credentials revoked by the Secretary-General.

Harassment of any kind is explicitly prohibited at GatorMUN, and any delegate who engages in harassing others may be removed from committee at the discretion of the Secretary-General.

Alcohol and Illicit Drug Use

Alcohol and illicit drugs are not permitted at any GatorMUN event. If you are seen possessing and/or using alcohol or drugs during any part of the weekend, your credentials will be revoked, and your advisor will be notified so that the appropriate disciplinary actions can be taken by your school.

Parliamentary Procedure

The Rules of Procedure

The guidelines found in the following clauses constitute the official Rules of Procedure of the GatorMUN XII conference.

Language

English shall be the official working language of the conference. The use of other languages is permitted if both of the following conditions are met:

- The Secretariat is given prior notice, and
- An approved translation into English is made readily available.

Diplomatic Courtesy

The primary principle of diplomatic protocol is courtesy or decorum. Any delegate or visitor that persists in an attempt to divert the conference from its educational purposes shall be subject to action from the Secretariat and may have his/her credentials revoked by the Secretary-General.

Quorum

A majority of voting members answering to the roll at each day's first meeting shall constitute a quorum for that day. This means that half plus one of all voting members are physically present. Quorum will be assumed consistent unless questioned through a Point of Order. Delegates may request to be noted as "Present" or "Present and Voting." Delegates can also motion to reestablish quorum. After Quorum is set, the director will announce the number of votes required for both simple ($\frac{1}{2}$) and super ($\frac{2}{3}$) majority.

Setting The Topic

Each General Assembly committee shall establish the order of consideration of Agenda Topics. Amendments to the Order of Consideration of Topics are permissible and require a simple majority of the committee. This motion may be made from the floor.

Powers of the Committee Director

In addition to exercising the powers, which are stated elsewhere in these Rules of Procedure, the Director shall:

- Declare sessions opened and closed,
- Direct all discussions in the body,
- Ensure observance of the Rules of Procedure and provide interpretations of the Rules,
- Repeat questions and announce decisions to the Committee, • Rule on Points of Order and have control over all proceedings to ensure the smooth functioning of the body
- Limit the number of speakers and the time allotted to each
- Limit the number of times each representative may speak on a question, and
- Declare necessary recesses.

Speakers' List

Any delegate can call for the opening of a speaker's list. The motion must include a time limit. If delegates are absent when they are called upon to speak, they will lose their position on the Speakers' List and must be recognized by the Director to be placed on it again. A delegate may only be present on the list once, but may re-enter after he/she has spoken. A delegate may re- enter the Speaker's List by notifying the Director in writing of his/her request. The Director may request of the body that delegates wishing to enter the Speaker's List raise their placards to be added. At the discretion of the Committee Director, a Speakers' List may not be used if the committee has too few members or for another parliamentary reason.

Moderated Caucus

This motion must include the following:

- Duration of the Caucus,
- Speaking time,
- Topic of Debate

The speaking time must be evenly divisible into the total duration of the caucus. During a moderated caucus, delegates will be called on to speak by the Committee Director or other Moderator. Delegates will raise their placards to be recognized. Delegates must maintain the same degree of decorum throughout a Moderated Caucus as in formal debate. This motion requires a simple majority to pass.

Unmoderated Caucus

This motion must include specifications:

- Duration of the Unmoderated Caucus

It is not appropriate to provide a reason for an unmoderated caucus. During an unmoderated caucus, delegates may get up from their seats and talk amongst themselves. All discussion must be germane to the Topic being considered in formal debate. This motion requires a simple majority to pass.

Motion to Suspend Debate

This motion is in order if there is a scheduled break in debate to be observed (i.e. Lunch!). This motion requires a simple majority vote. The Committee Director may refuse to entertain this motion at their discretion.

Motion to Adjourn

This motion is in order at the end of the last committee session. It signifies the closing of the committee until next year's conference.

Motion to Close Debate

If a delegate believes that no further debate is necessary to achieve a reasonable solution to the current Topic of debate, he/she may make this motion. To Close Debate is to immediately cease all debate on a Topic and move into voting procedures. This motion requires two speakers for, two speakers against, and a two-thirds vote. Upon passing this motion, no more Draft Resolutions may be introduced, and no more debate will be entertained. Typically this motion is made before a motion to move into voting procedure

Points of Order

Points of Order will only be recognized for the following items:

- To question errors in voting, tabulation, or procedure,
- To question incorrect placement on the Speakers' List, or
- To question a quorum.

A Point of Order may interrupt a speaker if necessary, however typically a delegate should wait until no others are speaking to make this point.

Points of Personal Privilege

Points of personal privilege are used to request information or clarification and conduct all other business of the body except Motions or Points specifically mentioned in the Rules of Procedure.

Please note: The Committee Director may refuse to recognize Points of Order, Points of Inquiry or Points of Personal Privilege if the Committee Director believes the decorum and restraint inherent in the exercise has been violated, or if the point is deemed dilatory in nature.

Rights of Reply

At the Committee Director's discretion, any member nation or observer may be granted a Right of Reply to answer serious, personal insults directed at the dignity of the delegates present. This procedural motion must be called for immediately following the insults. The Director has the **ABSOLUTE AUTHORITY** to accept or reject Rights of Reply, and the decision **IS NOT SUBJECT TO APPEAL**. Delegates who feel they are being treated unfairly may take their complaint to any member of the Secretariat.

Working Papers

All written ideas, regardless of format, must be referred to in formal debate as "Working Papers" until they have been submitted and accepted by the Director.

Draft Resolutions

Once a Working Paper has been submitted, approved, distributed, and formally introduced to the body, it can and will be referred to as a "Draft Resolution." In order for a Working Paper to be submitted to the Committee Director, it must be in correct format and bear the names of a combination of Sponsors and Signatories equal to ten (or the number equivalent to 1/3 of Quorum, whichever is fewer) confirmed Sponsors and Signatories.

- Sponsors are writers of the Working Paper, and agree with it in its entirety. They should be able to vote 'yes' for the paper during voting procedure.
- Signatories are interested delegates that are willing to bring the Working Paper to the floor for debate, but do not necessarily agree with its contents. There are no adverse policy ramifications for signatory status on any Working Paper.

Friendly Amendments

Friendly Amendments are any changes to a formally introduced Draft Resolution that all Sponsors agree to in writing. The Committee Director will have Friendly Amendment forms available to all delegates. The Committee Director must approve the Friendly Amendment and confirm each Sponsor's agreement both verbally and in writing.

Unfriendly Amendments

Unfriendly Amendments are any substantive changes to a formally introduced Draft Resolution that are *not agreed to by all of the Sponsors of the Draft Resolution*. The Committee Director will have Unfriendly Amendment forms available to all delegates. In order to introduce an Unfriendly Amendment, the Unfriendly Amendment must have ten (or the number equivalent to 1/3 of Quorum, whichever is fewer) confirmed signatories. The Committee Director has the authority to discern between substantive and non-substantive Unfriendly Amendment proposals.

Plagiarism

GatorMUN maintains a **zero-tolerance** policy in regards to plagiarism. Delegates found to have used the ideas of others without properly citing those individuals, organizations, or documents will have their credentials revoked for the duration of the GatorMUN conference. This is a very serious offense.

Pre-Written Materials

GatorMUN maintains a **zero-tolerance** policy in regards to prewriting. Prewriting includes drafting clauses before the conference and using them during committee, drafting clauses outside of when committee directors allow it, and copying and pasting clauses from old resolutions. If you believe an issue of prewriting has occurred inform you director as soon as possible.

Voting Procedure

As mentioned above, a Motion to Close Debate may only pass with a *Two-Thirds Vote*. Once this motion passes, and the committee enters Voting Procedure, no occupants of the committee room may exit the Committee Room, and no individual may enter the Committee Room from the outside. A member of the Dias will secure all doors.

- **No talking, passing notes, or communicating of any kind will be tolerated during voting procedures.**
- Each Draft Resolution will be read to the body and voted upon in numerical order. Any proposed Unfriendly Amendments to each Draft Resolution will be read to the body and voted upon *before* the main body of the Draft Resolution as a whole is put to a vote.
- Delegates who requested to be noted as “Present and Voting” are **unable to abstain** during voting procedure. Abstentions will not be counted in the tallying of a majority, except in a Security Council committee. For example, 5 yes votes, 4 no votes, and 7 abstentions means that the Draft Resolution passes.
- The Committee will adopt draft Resolutions and Unfriendly Amendments to Draft Resolutions if these documents pass with **a simple majority**. Specialized committees should refer to their background guides or Committee Directors for information concerning specific voting procedures.

Division of the Question

A delegate may request that during voting a question be divided on one or more clauses in a draft resolution. The division requires a simple majority to pass. If the division passes, the clause divided out of the draft resolution will be voted on separately from the rest of the resolution. Delegates should make this motion if they feel the majority of the draft resolution is supported, but a certain clause or section is extremely contentious and may affect voting. All divisions of the question are subject to the discretion of the chair.

Roll Call Voting

A counted placard vote will be considered sufficient unless any delegate to the committee motions for a Roll Call Vote. If a Roll Call Vote is requested, the committee must comply. All delegates must vote: "For," "Against," "Abstain," or "Pass."

- During a Roll Call vote, any delegate may also answer, "Pass," which allows this delegate to reserve his/her vote until the Committee Director has exhausted the Role. However, once the Committee Director returns to "Passing" Delegates, they must vote: "For" or "Against."
- Unless otherwise specified by the Secretariat, each Committee may pass as many resolutions as it agrees are necessary to efficiently address the topic.

Accepting by Acclamation

This motion may be called for when the Committee Director asks for points or motions. If a Roll Call Vote is requested, the motion to Accept by Acclamation is voided. If a delegate believes a draft resolution will pass without opposition, he or she may move to accept the draft resolution by acclamation. The motion passes unless a single delegate shows opposition (an abstention is not considered opposition). If any delegate shows opposition, the committee proceeds immediately into a Roll Call Vote.

Preambulatory Clauses

Acknowledging...

Affirming...

Alarmed...

Anxious...

Approving...

Aware...

Bearing in mind...

Being convinced...

Believing...

Cognizant...

Concerned...

Confident...

Conscious...

Considering...

Contemplating...

Convinced...

Deeply disturbed...

Desiring...

Determined...

Mindful...

Noting further...

Noting with approval...

Noting with concern...

Noting with deep
concern...

Noting with grave
concern...

Observing...

Reaffirming...

Emphasizing...

Encouraged...

Endorsing...

Expressing appreciation...

Expressing deep
appreciation...

Expecting...

Fulfilling...

Fully aware...

Fully believing...

Fully bearing in mind...

Guided by...

Having adopted...

Having approved...

Having considered...

Having examined...

Further received...

Further reviewed...

Keeping in mind...

Realizing...

Recalling...

Recognizing..

Referring...

Regretting...

Reiterating...

Seeking...

Stressing...

Welcoming...

Operative Clauses

Accepts...	Condemns...
Adopts...	Confirms...
Affirms...	Congratulates...
Appeals...	Considers...
Appreciates...	Decides...
Approves...	Declares...
Authorizes...	Deplores...
Calls upon...	Designates...
Commends...	Directs...
Concurs...	Emphasizes...
Further concurs...	Notes with appreciation...
Further invites...	Notes with approval...
Further proclaims...	Reaffirms its belief...
Further reminds...	Recognizes...
Further recommends...	Recommends...
Further requests...	Regrets...
Further resolves...	Reiterates...
Instructs...	
Invites...	
Encourages...	Repeats...
Endorses...	Strongly suggests...
Expresses its appreciation...	Strongly supports...
Expresses its conviction...	Suggests...
Expresses its regret...	Supports...
Expresses its sympathy...	Urges...
Expresses its thanks...	Welcomes...
Renews its appeal...	

Food

On-Campus Dining

Saturday, Jan. 18th, 2020

For Saturday, January 18, the following restaurants and locations will be open in the Reitz Union at the given hours:

Ground Floor

- Freshens/POD Market: 1:00pm - 10:00pm
- Wing Zone: 11:00am - 10:00pm

First Floor

- Panda Express: 11:00am - 2:00pm
- Papa John's: 11:00am - 2:00pm
- Wendy's: 11:00am - 10:00pm

Sunday, Jan. 19th, 2020

For Sunday, January 19, the following restaurants/locations will be open in the Reitz Union at the given hours:

Ground Floor

- Freshens/POD Market: 1:00pm - 10:00pm

First Floor

- Panda Express: 11:00am - 2:00pm
- Papa John's: 11:00am - 1:30pm
- Wendy's: 11:00am - 8:00pm

NOTE: In addition, the University of Florida campus has a number of other campus dining options that are open on weekends. These include the new Au Bon Pain location at Newell Hall, which is open 24/7 and is only a short walk away from the Reitz Union. Full hours and details are available at www.gatordining.com/hours.

Off-Campus Dining

Since the breaks for lunch are only 90 minutes long, it is suggested that diners eating off-campus try to select a location within walking distance of the University. There are a variety of restaurants on West University Avenue, located just north of campus, that are approximately a 15 minute walk away from the Reitz Student Union.

Thank you for attending GatorMUN XVII!

Delegates like you are what make our conference possible, and the Secretariat, Directors, and Staff are very grateful for your enthusiasm and participation in our event! We work hard to make sure you all can have the best GatorMUN possible, and we hope that this weekend is everything you could have hoped for and more!

Follow us on Facebook, Twitter, and Instagram for exciting updates and pictures during and after the conference! Don't forget to use "#gatormun" on any social media posts you make about the conference, and be sure to get a snap with our cool GatorMUN XVII geofilter while you're here!