Hofstra University Model United Nations

MUN 101

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Welcome to Hofstra University's Model United Nations Conference, 2020!

The Hofstra Model United Nations Club is excited to be putting this conference on for local high schools and looks forward to three fun and informative days of debate. This guide is designed to help you prepare for the conference and become familiar with the procedures that will be utilized throughout the weekend. In addition to this guide, be sure to read the background guide for your committee, which are available on our website. Feel free to contact members of the Hofstra University Model United Nations Secretariat at hofstramodelun@gmail.com if there are any questions.

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SPECPOL Chairs

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SOCHUM Chairs

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DISEC Chairs

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What is MUN?

To understand Model United Nations (MUN), you have to know a little about the history of the United Nations (UN). At the conclusion of World War I, the Treaty of Versailles, which officially ended the war, established a new organization called the League of Nations. The United Nations originated from the Allies of World War II, who determined that after the League of Nations was unable to prevent the outbreak of that war, that a new more empowered organization was needed. After World War II, the League was dissolved and a new organization, the UN, with its headquarters in New York, was created in its place. In the 1920s, before the Second World War, Harvard University Students created a simulation called Model League of Nations. After the League dissolved, the simulation was replaced by MUN. Soon after, MUN became popular around the United States, and then eventually the world. Today, big conferences include The Hague International Model UN (THIMUN), South East Asia Student Activities Conference (SEASAC) Model UN, and WorldMUN. The aim of such conferences is simple; to garner a greater appreciation for diplomacy and the role it plays in solving many of the world's most pressing issues.

MUN is important because it gives students an understanding of the current global and political issues that all responsible citizens should be aware of. In addition, researching the history behind some of some of most contested issues of the day helps give students some grasp of how the international community ended up facing such seemingly intractable problems. Finally, participating in MUN can help students develop many useful skills such as teamwork, debating, building consensus, and the art of compromise, all of which are vital life skills that most people do not get a chance to practice very often. MUN is not for everyone, and many people students are driven away by the fact that it includes public speaking. However, it's advisable for all students to try it at least once in their student career, even if it is just to join the club and go to the meetings, as smaller "conferences" are often held each term.

Conference Preparation

HUMUNC's committees are based on actual United Nations committees, or those of other international organizations like the European Union. Here is a quick summation of how the United Nations functions, including a description of both, committees that are, and are not being simulated in HUMUNC 2020.

<u>Committees</u>

Security Council

> The Security Council is one of the UN's most powerful bodies, and is one of the few committees that produce binding resolutions, which means that resolutions passed by it must be followed, and therefore all states are responsible for upholding them. The Security Council has fifteen members with five permanent members (P5), and ten members that serve for two years at a time, with five new members being rotated every year among regional blocks. The P5 are Russia, China, the United Kingdom, France, and the United States of America. The current members of the Security Council as of 2017 are Russia, China, United Kingdom, France, United States, Bolivia, Egypt, Ethiopia, Italy, Japan, Kazakhstan, Senegal, Sweden, Ukraine, and Uruguay.

> All permanent members have veto power, which means that if they veto a resolution, or a clause, it is struck out immediately. Usually a P5 member will call for a P5 caucus, by a motion, called "Motion for a P5 Caucus", to discuss whether or not a resolution is worth striking. For the purposes of MUN, a P5 delegate using their veto power too often without a policy-based reason will likely result in a reprimand from the committee chairman. To pass a resolution in the Security Council, there must be nine affirmative votes, of all those who vote for or against, and do not abstain. All the P5 must also vote for your resolution, or abstain. When the council debates issues that affect delegates that are not represented in the Security Council, the ambassador of the nation is sometimes called in as a guest, which means that they can debate, and vote on procedural matters, but not substantive matters.

Human Rights Commission

> This council debates human rights issues, such as the Boko Haram Kidnappings in Nigeria, child labor, and other issues. However, this council's jurisdiction is over how the UN or a particular member state should diplomatically deal with an issue rather than on how the implementation of military force can be used to resolve the issue. In a committee like this, it is important to remember the jurisdiction of the UN and also the guidelines

dictated by the UN Declaration of Human Rights, which can determine whether a situation is a human rights violation.

ECOSOC (The Economic and Social Council)

In 1945, the UN created ECOSOC, which consists of 54 member states each serving for 3 years and each year eighteen new members rotate places. The aims of this committee are to improve the economic, social, and environmental situation between and within countries.

ECOSOC debates issues that impact economy and society, such as "Question on Rights to Indigenous People." The committee provides solutions to social problems that affect the economy in a very impactful way. Health problems and related costs, nutrition, education, as well as the granting of rights, regardless of gender, ethnicity, religion, age, and culture are all discussed in the council, because they all relate to the economy and social benefit of a country. While ECOSOC shares debate procedure with the GA, they have the power to create new councils unlike GA. They are irrelevant in MUN, with the sole exception of using the rule to create a new council in a resolution.

General Assembly

The General Assembly (GA) includes the largest committees in the UN including all Member States. It consists of six different committees, which deal with different issues. While the forte of the GA is that all countries are represented, each have one vote and therefore the same powers of decision-making. It can be difficult for all to be debated thoroughly in one large GA plenary, therefore MUN traditionally uses these more specialized committees within the GA.

GA1 Disarmament and International Security (DISEC)

> The issues in DISEC are focused primarily on the prevention of weapons trading and in particular, weapons of mass destruction and drones.

GA2 Economic and Financial (ECOFIN)

> This council, along with SOCHUM is very similar to ECOSOC and deals with advancing the global economy. ECOFIN is concerned with improving economies in mainly Less Economically Developed Countries (LEDC) and helping them modernize. The issues are typically broader than ECOSOC, and pertain to sustainable development, economic development and progress, eradication of poverty, and better ways to globalize.

GA3 Social, Cultural, and Humanitarian (SOCHUM)

> This committee is the most related to ECOSOC and the HRC, it focuses on improving social order, and removing humanitarian and cultural problems. However, rather than improving conditions from an economic perspective, this committee typically focuses on humanitarian aid. An example of this would be 'How to remove cultural differences in LEDC's'.

GA4 Special Political and Decolonization (SPECPOL)

> SPECPOL deals with issues relating to political stability and decolonization. Decolonization, though generally an unused function currently, refers to the process of deciding if a dependency should be allowed to become a sovereign state. However, SPECPOL does not have the power to take away the sovereignty of any nation.

GA5 Administrative and Budgetary

> This committee's primary job is to issue budgets for UN missions. It requires knowledge of previous UN missions, their budgets, and whether or not they were successful.

GA6 Legal

> The Legal Committee promotes the development of international law, and assists the development of the UN's legal framework. It deals with the creation of better legal systems. It creates draft laws for the UN, as well as laws for peacekeeper troops to follow when they are deployed on a mission.

Crisis Committees

Crisis committees are more often than not, not based on any actual UN body and are therefore very different from General Assembly committees in both procedure and purpose. Crisis committees tend to be more fast-paced and less formal, meaning that they are traditionally meant for more advanced or experienced delegates. A committee is generally comprised of ten to twenty delegates, headed by either two co-chairs or one chair and a deputy responsible for moderating the crisis. Crisis delegates are expected to stay in constant contact with the crisis room through written notes in addition to communicating and debating with their fellow delegates. Unlike other committees, crisis committees are moving on an accelerated timeline that can be affected by events both inside and outside the committee. This makes the committee both challenging and exciting, as delegates have to constantly adapt to new situations and circumstances. Crisis

is traditionally spent primarily in moderated or unmoderated caucus in order to facilitate debate.

Hofstra University Model United Nations
Delegate Etiquette

1. Maintain professional demeanor at all times. Treat other delegates, members of the Secretariat and UN staff with the highest level of courtesy and respect. Please notify any member of the Secretariat if a dispute arises at any time during the Conference.

2. Observe the style known as Western Business Attire. Wear identification badges at all times.

3. Observe the guidelines outlined by Parliamentary Procedure. Contact the Conference Secretariat should any questions about the Rules of Procedure arise.

4. Arrive at meetings on time as scheduled. The presence of all delegates at all committee meetings is essential for ensuring productive debate during the Conference and a successful outcome.

5. Remain in character and represent the interests and policies of the countries to which you are assigned.

6. Refrain from eating, smoking, or drinking anything but water in formal meetings.

7. Give your full attention to the proceedings in all meetings. Engage other delegations in discussions during breaks, informal consultations or after sessions have concluded for the day. Conduct informal consultations in the Commuter Lounge and Student Center Theater areas.

8. Do not use cell phones or other electronic devices during plenary and committee meetings.

9. Laptop computers will not be permitted during the conference.

10. Working papers and draft resolutions must be hand-written during committee.

Position Papers

A position paper is an essay detailing your country's policies on the topics being discussed in your committee. Hofstra's Model UN conference does not require that each delegation writes and submits a position paper, but it is highly recommended. Writing a position paper will help you organize your ideas so that you can share your country's position with the rest of the committee. If you conduct extensive research, a position paper should be easy to write.

<u>How to Write a Position Paper</u>

Writing a position paper might appear to be a daunting task, especially for new delegates. But with enough research, you will find that writing a position paper will be easy and useful.

Position papers should be brief. Your position paper should include an introduction followed by a comprehensive breakdown of your country's position on the topics that are being discussed by the committee. A good position paper will not only provide facts but also make proposals for resolutions based on your country's policy preferences.

Requirements for Position Papers at the Hofstra Model UN Conference

One page (12 font, 1.5 spacing) per topic, works cited may be on a second page.

Must outline the issues related to the assigned topic.

Must be written from the perspective of the assigned country.

Content of Position Paper

A brief introduction to your country and its history concerning the topic and committee;

Actions taken by your government with regard to the issue;

UN actions that you feel are relevant to the topic;

What your country believes should be done to address the issue;

What your country intends to do to help resolve the issue or address the topic.

Position Paper Tips

Keep it simple. To communicate strongly and effectively, avoid flowery wording and stick to uncomplicated language and sentence structure.

Cite your sources. If you are unfamiliar with bibliographic form, look up the Modern Language Association (MLA) guidelines at your school's library.

A good position paper makes a great introductory speech. During debate, a good position paper will also help you to stick to your country's policies.

Flow of Debate

Below is a general description of how debate will flow at the Hofstra Model United Nations Conference. There are other, more specific rules and motions that determine the flow of debate during committee (see page 8).

Roll Call

>   The Chairperson will announce each country's name. After delegates hear their country, they should answer "present" or "present and voting." "Present" simply indicates the delegate as present in committee, whereas "present and voting" confirms that the delegate intends to definitively vote for or against, and will not abstain during official voting procedure on resolutions.

Setting the Agenda

>   When Model UN committees have more than one topic available, the body must set the agenda to begin working on one of these issues. Debate will begin with a Speaker's List wherein all the delegates will be permitted to speak on both topics. After a fair amount of discussion, a delegate typically makes a motion, stating "The country of [name] moves to set the topic to topic A or B," depending on which one he or she wishes to debate. Once the motion has been made, at the Hofstra MUN conference two delegations must speak in favor of the motion, and two other delegations will speak against it. These speeches should alternate between those in favor and those opposed. Once these four speeches have been given, a vote is taken. Setting the agenda requires a simple majority vote.

General Information Regarding Debate
From the *United Nations Association of the United States of America (UNA-USA)*
Model UN Preparation Guide
http://www.unausa.org/munpreparation

In emulation of real UN bodies, Model UN committees have lengthy agendas and many delegates who want to convey their country's positions. To help maintain order, Model UN conferences adopt rules of procedure to establish when a delegate may speak and what he or she may address.

At a Model UN conference, there is formal debate as well as informal debate, called caucusing.

Formal Debate

> During formal debate, the staff maintains a Speaker's List and delegates speak in the order they are listed. Between each speaker, the chair will evaluate the merit of points and motions at their discretion. At this time, delegates have an opportunity to share their views with the entire committee. Delegates make speeches, answer questions, and introduce and debate resolutions and amendments. Formal debate is important to the committee's work. By not knowing the rules of procedure, delegates slow down the debate and hold back their committee's progress.

Moderated Caucus:

> To go to a moderated caucus, a delegate makes a motion to go into a Moderated Caucus for a prescribed amount of time, with a designated speaking time, for the purpose of addressing one particular topic point. A moderated caucus is a mixture of both formal and informal debate. Speaking times are traditionally shorter than during formal debate, and there are no points or motions taken between speakers. Anyone may speak after they raise their placard and are called on by the Chair.

Unmoderated Caucus

> In an Unmoderated Caucus, delegates meet informally with one another and the committee staff to discuss and negotiate draft resolutions, amendments and other issues.

Rules of Parliamentary Procedure

General Layout of Committee

Roll Call

Set the topic

Formal Debate

> Speaker's List

Moderated/Unmoderated Caucuses

Introduce Resolutions

> Formal Caucus

> Introduce Friendly/Unfriendly Amendments

Voting Bloc

Reset the Topic

Repeat Procedure from First Topic

End Debate

Precedence of Motions (Most Destructive to Least Destructive)

Point of Personal Privilege
Point of Order
Point of Parliamentary Inquiry
Unmoderated Caucus
Moderated Caucus
Motion to Change Speaking Time
Introduction of a Draft Resolution
Introduction of an Amendment
Suspension Debate
Resumption of Debate
Closure of Debate

<u>Parliamentary Rules of Debate</u> (Required Vote)

Motion to Open the Speakers List (Simple Majority)

    No caucuses until the topic has been set

Motion to Set the Topic to (A/B) (Simple Majority)

    May have two speakers for and two against setting to topic A/B before voting to set the topic, if there are no speakers against, motion automatically passes. Default of committee will be debating topic A first then topic B, but delegates can motion to change this.

Motion for a Moderated Caucus (Simple Majority)

    Will be voted on in order of length from longest to shortest. If there are two motions for the same length but different times, will be voted on from most to least amount of speakers.
    An example of voting order:
        15 minutes (assuming the only motion for 15 minutes)
        10 minutes with 30 second speaking time (20 speakers)
        10 minutes with 1 minute speaking time (10 speakers)
    Person who makes the motion shall be allowed to choose to either speak first or last.

Motion for an Unmoderated Caucus (Simple Majority)

    Do not exceed 15 minutes. If needed, it may be extended.

Motion to Begin/Resume/End Debate (Simple Majority)

Motion to Suspend the Rules of Debate (2/3 Majority)

Motion to Change Speaking Time (Simple Majority)

Motion to Introduce a Draft Resolution (Simple Majority)

    Division of the question takes precedence over the introduction of an amendment, requires a simple majority to pass.

Motion to Introduce an Amendment (Simple Majority)

    Friendly amendments shall be introduced first. Confirmation must be provided from all sponsors that the amendment is in fact friendly before it will be added to resolution.

Unfriendly amendments will be introduced second. Each unfriendly amendment requires a 3/4 majority to pass to be added to a resolution.

Voting Procedure

Motion to enter into Voting Bloc (2/3 Majority)

There will be two speakers for and against before the vote is taken

After entering into voting procedure each resolution and any unfriendly amendments are voted on in the order that they were presented, a simple majority is needed for each resolution to pass.

Motion to Role Call Vote (Simple Majority)

Motion to Table Resolution (2/3 Majority)

Motion to Divide the Question (2/3 Majority)

Will be motioned for with indication of where to divide the question.
An example of dividing the question is as follows:
"Motion to vote on Resolution 1.2, operative clauses 1-6 and 7-12 separately."

Note: All motions are subject to the chair's discretion, meaning that the chair may rule a motion dilatory in which case it will not be voted on by committee. Chairs may also look favorably upon certain motions that they feel would be beneficial to the whole committee.

Crisis Committees

Crisis committees will observe different rules. Crisis committee chairs normally have discretion over the method by which the committee is run. As the debate is set at a much faster pace, it can be assumed that the delegates will participate in several moderated or unmoderated caucuses in each committee session. Rules regarding voting procedure will vary depending on the chair. He or she may also set aside special rules regarding Directives and their sponsorship. Parliamentary Procedure will be used, but in an amended and abridged fashion. The standard rules for motions such as tabling debate, closure of debate, and signaling for moderated caucuses will still apply. Typically, the chair will go through the rules and procedures as well as the layout of the committee prior to beginning debate and answer any questions regarding the format.

Overview of Resolutions
From the United Nations Association of the United States of America (UNA-USA)
Model UN Preparation Guide
http://www.unausa.org/munpreparation

The final results of discussion, writing and negotiation are resolutions—written suggestions for addressing a specific problem or issue. Resolutions, which are drafted by delegates and voted on by the committee, normally require a simple majority to pass (except in the Security Council). Only Security Council resolutions can compel nations to take action. All other UN bodies use resolutions to make recommendations or suggestions for future action.

If a delegate is unsure of the powers and jurisdiction of their committee, it is suggested that they ask their chair to ensure that the resolution does not overstep the authority of their committee.

Draft Resolutions

 Draft resolutions are all resolutions that have not yet been voted on. A draft resolution starts out as a working paper, which is then presented to the dais in order to be turned into a draft resolution and disseminated to the whole committee. There are three main parts to a draft resolution: the heading, the preamble and the operative section. The heading shows the committee and topic along with the resolution number. The chair according to the order of submission will determine the resolution number. The heading also lists the draft resolution's sponsors and signatories (see the example draft resolution below). Each draft resolution is written as one long sentence with preambles separated by commas, and operative clauses separated by semicolons. The subject of the sentence is the body making the statement (e.g., the General Assembly, Economic and Social Council, or Security Council). The preamble and operative sections then describe the current situation and actions that the committee will take.

Bringing a Resolution to the Floor for Debate

 A draft resolution must always gain the support of a certain number of member states in the committee before the sponsors (the delegates who created the resolution) may submit it to the committee staff. A staff member will read the draft resolution to ensure that it is relevant and in proper format. Only when a staff member formally accepts the document and assigns it a number can it be referred to in formal debate.

 At the Hofstra MUN Conference, draft resolutions will be required to have a minimum of five sponsors. In addition, draft resolutions will be required to have twenty percent of all present and voting states agree to be signatories. Please see 'Working Paper and Draft Resolution Requirements' for all of the requirements.

<u>Sections of a Resolution & Amendments</u>

Preambulatory Clauses

> The preamble of a draft resolution states the reasons for which the committee is addressing the topic and highlights past international action on the issue. Each clause begins with a present participle (called a preambulatory phrase) and ends with a comma. Preambulatory clauses can include:

> > References to the UN Charter;

> > Citations of past UN resolutions or treaties on the topic under discussion;

> > Mentions of statements made by the Secretary-General or a relevant UN body or agency;

> > Recognition of the efforts of regional or nongovernmental organizations in dealing with the issue; and

> > General statements on the topic, its significance and its impact.

> See page 19 for a list of sample preambulatory phrases.

Operative Clauses

> Operative clauses identify the actions or recommendations made in a resolution. Each operative clause begins with a verb (called an operative phrase) and ends with a semicolon. Operative clauses should be organized in a logical progression, with each containing a single idea or proposal, and are always numbered. If a clause requires further explanation, bulleted lists set off by letters or roman numerals can also be used. After the last operative clause, the resolution ends in a period.

> See page 19 for a list of sample operative clauses.

Sponsors and Signatories

> Sponsors of a draft resolution are the principal authors of the document and agree with its substance. Although it is possible to have only one sponsor, this rarely occurs at the UN, as countries must work together to create widely agreeable language in order for the draft resolution to pass. Sponsors control a draft resolution and only the sponsors can approve immediate changes, called friendly amendments.

> Signatories are countries that may or may not agree with the substance of the draft resolution but still wish to see it debated so that they can propose amendments.

> Draft resolutions will be required to have a minimum of five sponsors. Draft resolutions will be required to have twenty percent (one fifth) of all present states agree to be signatories.

Friendly and Unfriendly Amendments

Approved draft resolutions are modified through amendments. An amendment is a written statement that adds, deletes or revises an operative clause in a draft resolution proposed by a single or multiple delegates. The amendment process is used to strengthen consensus on a resolution by allowing delegates to change certain sections. Delegates should always approach the sponsors of a resolution regarding any proposed amendments in an effort to make it a friendly amendment. There are two types of amendments:

Friendly Amendment

A change to the draft resolution that all of its sponsors agree with. After the amendment is signed by all of the draft resolution's sponsors and approved by the committee chair, it will be automatically incorporated into the resolution.

Unfriendly Amendment

A change to the draft resolution that some or all of its sponsors do not support and must be voted upon by the committee. The author(s) of the amendment will need to obtain a required number of signatories in order to introduce it. Prior to voting on the draft resolution, the committee votes on all unfriendly amendments.

Ultimately, resolutions passed by a committee represent a great deal of debate and compromise. They are the tangible results of hours, if not days of Model UN debate. As a result, it is important to become familiar with the resolution process and practice drafting resolutions using the proper structure and wording.

Working Paper and Draft Resolution Requirements

Draft Resolutions will be required to have a minimum of five sponsors. Draft Resolutions will be required to have twenty percent or one fifth of all present states agree to be signatories.

All papers and Resolutions shall be laid out in the following manner:

Committee Name

Resolution #

Topic:

Sponsors:

Signatories:

The (Committee Name),

Preambulatory Phrase (clause),

Preambulatory Phrase (clause),

1. Operative Phrase (operative clause);

2. Operative Phrase (operative clause):

      a. (Sub-clause),

      b. (Sub-clause),

      c. (Sub-clause):

            i. (Sub-sub-clause),

            ii. (Sub-sub-clause),

            iii. (Sub-sub-clause);

3. Operative Phrase (operative clause).

Sample Preambulatory Phrases

Affirming	Expecting	Noting with satisfaction
Alarmed by	Expressing its appreciation	Noting further
Approving	Expressing its satisfaction	Noting with approval
Aware of	Fulfilling	Observing
Bearing in mind	Fully alarmed	Reaffirming
Believing	Fully aware	Realizing
Confident	Fully believing	Recalling
Contemplating	Guided by	Recognizing
Convinced	Having adopted	Referring
Declaring	Having considered	Seeking
Deeply concerned	Having considered further	Taking into account
Deeply conscious	Having devoted attention	Taking into consideration
Deeply convinced	Having examined	Taking note
Deeply disturbed	Having studied	Viewing with appreciation
Deeply regretting	Keeping in mind	Welcoming
Desiring	Noting with regret	
Emphasizing	Noting with deep concern	

Sample Operative Phrases (underlined)

Accepts	Endorses	Further requests
Affirms	Expresses its appreciation	Further resolves
Approves	Expresses its hope	Has resolved
Authorizes	Further invites	Notes
Calls	Deplores	Proclaims
Calls upon	Designates	Reaffirms
Condemns	Draw the attention	Recommends
Confirms	Emphasizes	Regrets
Congratulates	Encourages	Reminds
Considers	Endorses	Requests
Declares accordingly	Expresses its appreciation	Solemnly affirms
Deplores	Expresses its hope	Strongly condemns
Designates	Further invites	Supports
Draws the attention	Further proclaims	Takes note of
Emphasizes	Further reminds	Transmits
Encourages	Further recommends	Trusts

Sample Resolution

General Assembly Third Committee

Resolution 1.2
Topic: "Strengthening UN coordination of humanitarian assistance in complex emergencies"
Sponsors: United States, Austria, and Italy
Signatories: Greece, Tajikistan, Japan, Canada, Mali, the Netherlands, and Guatemala

The General Assembly,

Reminding all nations of the celebration of the 50th anniversary of the Universal Declaration of Human Rights, which recognizes the inherent dignity, equality and inalienable rights of all global citizens, [use commas to separate preambulatory clauses]

Reaffirming its Resolution 33/1996 of 25 July 1996, which encourages Governments to work with UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance,

Noting with satisfaction the past efforts of various relevant UN bodies and nongovernmental organizations,

Stressing the fact that the United Nations faces significant financial obstacles and is in need of reform, particularly in the humanitarian realm,

    1. <u>Encourages</u> all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance the carrying out of relief efforts; [use semicolons to separate operative clauses]

    2. <u>Urges</u> member states to comply with the goals of the UN Department of Humanitarian Affairs to streamline efforts of humanitarian aid;

    3. <u>Requests</u> that all nations develop rapid deployment forces to better enhance the coordination of relief efforts of humanitarian assistance in complex emergencies;

    4. <u>Calls</u> for the development of a United Nations Trust Fund that encourages voluntary donations from the private transnational sector to aid in funding the implementation of rapid deployment forces;

    5. <u>Stresses</u> the continuing need for impartial and objective information on the political, economic and social situations and events of all countries;

    6. <u>Requests</u> the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development. [end resolutions with a period]