

# MUNUM



The Delegate Handbook  
January 11—14th, 2024



XXXXVII



# Table of Contents

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<b>From the Secretary-General</b>	<b>3</b>
<b>MUNUM XXXVII Administration</b>	<b>4</b>
<b>Special Guest: Richard Lui</b>	<b>5</b>
<b>Conference Schedule</b>	<b>6-7</b>
<b>Committee Rooms</b>	<b>8-9</b>
<b>Building Maps</b>	<b>10-12</b>
<b>Technology and Award Policy</b>	<b>13</b>
<b>Parli-Pro Short Form</b>	<b>14-15</b>
<b>Resolution Writing Guidelines</b>	<b>16-17</b>
<b>Philanthropic Initiatives</b>	<b>18-19</b>
<b>Essay Contest &amp; Merchandise</b>	<b>20</b>
<b>Dining &amp; Accommodations</b>	<b>21</b>





# From the Secretary-General

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**Dear Delegates and Advisors,**

My name is Justin Esdale, and I am delighted to address you as the Secretary-General for MUNUM XXXVII. I am so excited to serve in this role and would like to thank you; your continuous participation and support of our conference make everything possible. Our team of over 100 staff have been diligently preparing for our thirty-seventh iteration, and we eagerly anticipate welcoming you all back to the beautiful campus of the University of Michigan from January 11th–14th, 2024!

Since our inaugural conference in 1987, MUNUM has strived to provide delegates with an exceptional experience through a diverse selection of committees. Whether representing a nation in a United Nations Special Session, advocating for human rights protections as an activist, or assuming the role of an executive from a European car company, our committees offer unique and rewarding opportunities for engagement, which are always rooted in extreme attention to detail and accuracy. It brings me great excitement to share that MUNUM XXXVII will continue this tradition of excellence! Our staff has developed a range of creative committee ideas that are sure to captivate delegates, immersing them in spirited debates on complex global and historical issues. Our commitment lies in fostering an environment where delegates can challenge the status quo, think critically about the nuanced world around them, and carry these skills back to their communities as the driving force for real change in the next generation.

Each year, the arrival of nearly one thousand enthusiastic delegates and advisors infuses life into our Ann Arbor winter, and we are eagerly awaiting the energy and imagination that you will bring to our campus once again this January. I extend to you my heartfelt appreciation for choosing MUNUM, and I cannot overstate the tireless efforts our staff has dedicated to this conference over the past 12 months. Witnessing everyone gather in the Rackham Auditorium for the opening ceremonies serves as the culmination of our endeavors, making it all the more worthwhile.

Until then, Go Blue!

Sincerely,  
Justin Esdale  
Secretary General MUNUM XXXVII



# MUNUM XXXVII Administration

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**Justin Esdale**  
*Secretary-General*



**Sara Morehous**  
*Deputy Secretary-General  
of Internal Affairs*



**Connor Zahler**  
*Deputy Secretary-General  
of External Affairs*



**Ryan Lawroski**  
*Secretary of Finance*



**Sommer Motley**  
*Secretary of Training*



**Thea Kendall-Green**  
*Secretary of Resources*



**Andrew Olson**  
*Secretary of Conference  
Coordination*



**Ian Bakker**  
*Secretary of Technology*



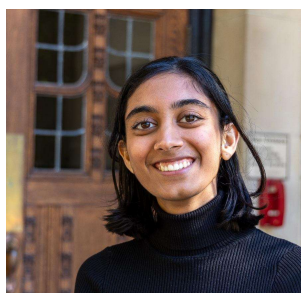
**Jamie Feuerman**  
*Secretary of Publicity*



**Ahjah Bailey-O'Connor**  
*Secretary of Programming*



**Chris Kersten**  
*Under Secretary-General of  
General Assemblies*



**Anushka Gangur**  
*Under Secretary-General of  
Specialized Committees*



**George Rabadi**  
*Under Secretary-General of  
Crisis Committees*

# Special Guest: Richard Lui

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Richard Lui is an American journalist and news anchor known for his work at MSNBC. A graduate of UC Berkeley with a degree in political science and an MBA from the University of Michigan, Lui has made significant contributions to journalism, focusing on politics, current events, and social issues. He is the best-selling and award winning author of “Enough About Me: The Unexpected Power of Selflessness,” the first Asian-American male to anchor a daily national news broadcast in America, and the recipient of numerous Civil Rights awards for his advocacy work in the Asian American community. Richard Lui is a spokesperson for NGOs focused on gender equality and human trafficking, a US State Department Traveling Speaker, and a Global Ambassador for Plan International.

Beyond his many well-deserved awards and prestigious positions, Richard has dedicated his life to advocating for marginalized communities through film and media. MUNUM is very excited to welcome Richard Lui as our Opening Ceremonies guest speaker. We hope that delegates and advisors alike will be able to learn from his insights and passion for making the world a better and more equitable place for all people.



# Conference Schedule

## Thursday, January 11th

3:00pm - 6:00pm	Registration	League Concourse
5:00pm - 5:30pm	Novice Parliamentary Procedure Training	Hussey Room (League)
6:00pm - 7:00pm	Opening Ceremonies	Rackham Auditorium
7:30pm - 10:00pm	Committee Session I	Committee Rooms

## Friday, January 12th

9:30am – 1:00pm	Campus Tours + Workshop Offerings	Various Locations
12:30pm – 2:00pm	Lunch	
2:00pm – 4:00pm	Committee Session II	Committee Rooms
4:00pm – 4:30pm	Head Delegate Meeting	Vandenberg Room (League)
4:00pm – 6:00pm	Dinner	
6:00pm – 8:00pm	Committee Session III	Committee Rooms
10:00pm – 12:00am	Delegate Dance	Michigan Union
10:30pm – 12:00am	Midnight Crisis	Pond Room (Michigan Union, 1st floor)

## Saturday, January 13th

9:30am – 12:00pm	Committee Session IV	Committee Rooms
12:00pm – 2:00pm	Lunch	
2:00pm – 5:00pm	Committee Session V	Committee Rooms
5:00pm – 5:30pm	Head Delegate Meeting	Vandenberg Room (League)
5:00pm – 7:30pm	Dinner	
7:30pm – 10:00pm	Committee Session VI	Committee Rooms





# Conference Schedule

## Sunday, January 14th

9:30am – 12:00pm	Committee Session VII	Committee Rooms
12:00pm – 1:30pm	Lunch	
1:30pm – 2:30pm	Closing Ceremonies	Rackham Auditorium

### Important Notes:

- The Michigan League will be under construction while MUNUM is in session this year. Please take extra caution and be respectful of this building. More committees will be located in Rackham and Palmer Commons as a result of the construction.
- Rackham Graduate School and the Michigan League are located next to each other.
- To travel between buildings, delegates must cross E. Washington Street. While this road generally does not have much traffic, please exercise caution, especially as roads and sidewalks may be extremely slippery.
- Palmer Commons is located near the Michigan League, and we will have staff escorts to bring delegates to and from committee.
- Credentials must be worn at all times within all conference buildings. If you lost your credentials, please find a member of staff to get a replacement.
- The Rackham Graduate building contains silent study areas and classrooms on the other floors for other U-M students. As such, delegates should remain respectful and quiet.

## Busing Information

Busing information can be found on a separate page in your delegate folder! This information is also posted on the MUNUM website!

## New this year: Campus Tours and Workshops!

You can find more information about the campus tours, workshops, timing, and location of each of these offerings on another page within your delegate folder. All of the workshops will be happening on Friday morning! Attendance is optional, but encouraged, as you can learn more about life on the U-M campus.



# Committee Rooms

## General Assemblies

## Room and Building

UNEP	Amphitheater (Rackham)
SOCHUM	Ballroom (Michigan League, 2nd Floor)
UN Women	Forum Hall (Palmer Commons, 4th Floor)
ECOSOC	Hussey (Michigan League, 2nd Floor)

## Specialized Committees

## Room and Building

Gulf Cooperation Council	Vandenberg (Michigan League, 2nd Floor)
UNSC	Room A (Michigan League, 3rd Floor)
Consumer Protection in the Progressive Era	Assembly Hall (Rackham)
The Council of Empress Wu Zetian	Room D (Michigan League, 3rd Floor)
ACEA	Henderson (Michigan League, 3rd Floor)

## Nontraditional Committees

## Room and Building

International Press Corps	Room 4 (Michigan League, 1st Floor)
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# Committee Rooms

Crisis Committees	Room and Building
Dodge City	East Conference (Rackham)
Jimmy Carter's Cabinet	Room C (Michigan League, 3rd Floor)
Imjin War	West Conference (Palmer Commons)
AdHoc	Great Lakes Central (Palmer Commons, 4th Floor)
JCC: Angolan War (MPLA Cabinet)	Boardroom 1 (Palmer Commons, 6th Floor)
JCC: Angolan War (UNITA Cabinet)	Boardroom 2 (Palmer Commons, 6th Floor)
Congress of Vienna	Great Lakes South (Palmer Commons)

Administration	Room and Building
Admin Room #1	Room 6 (Michigan League, 1st Floor)
Admin Room #2	Room 2 (Michigan League, 1st Floor)
Advisor Lounge	Koessler Room (Michigan League, 3rd Floor) Great Lakes North (Palmer Commons, 4th Floor) Earl Lewis (Rackham)

# Building Maps

## Michigan League - First Floor

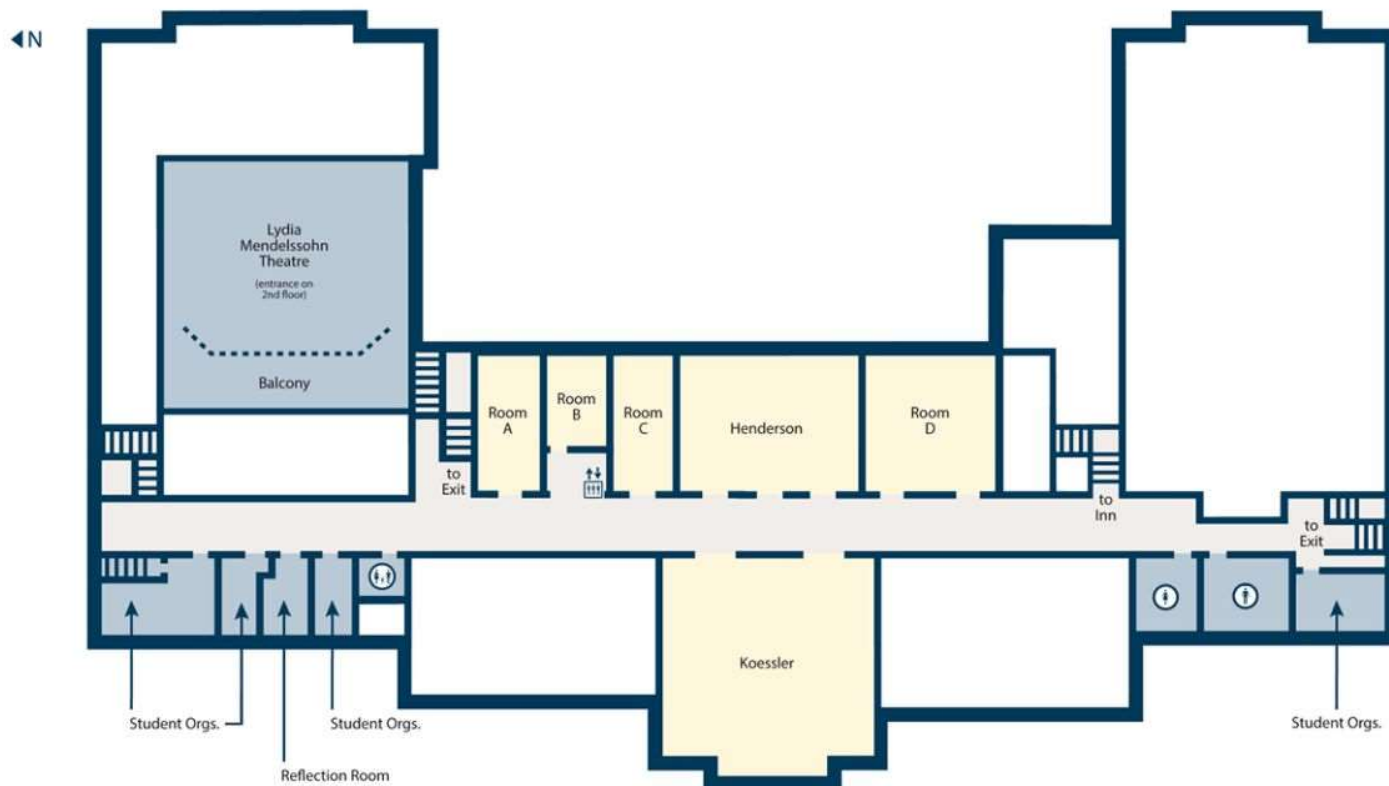


## Michigan League - Second Floor

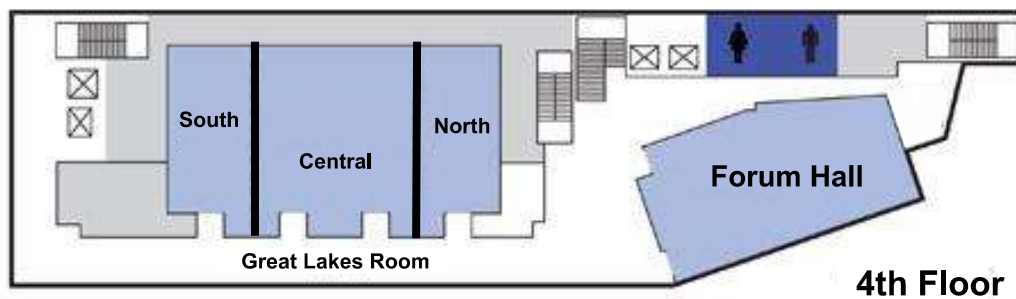


# Building Maps

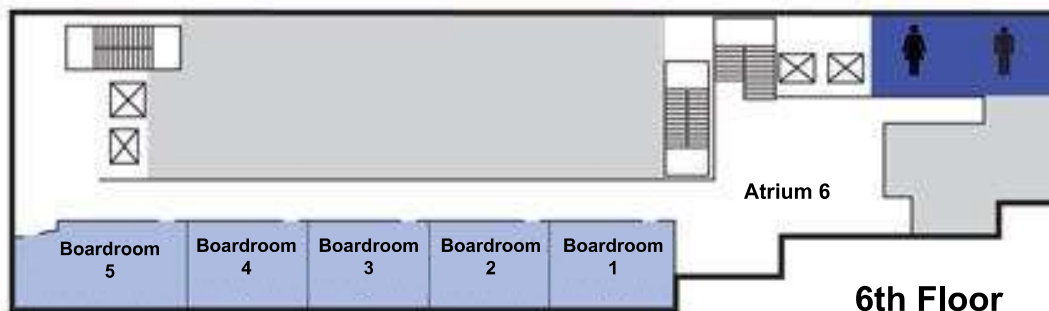
## Michigan League - Third Floor



## Palmer Commons



4th Floor



6th Floor

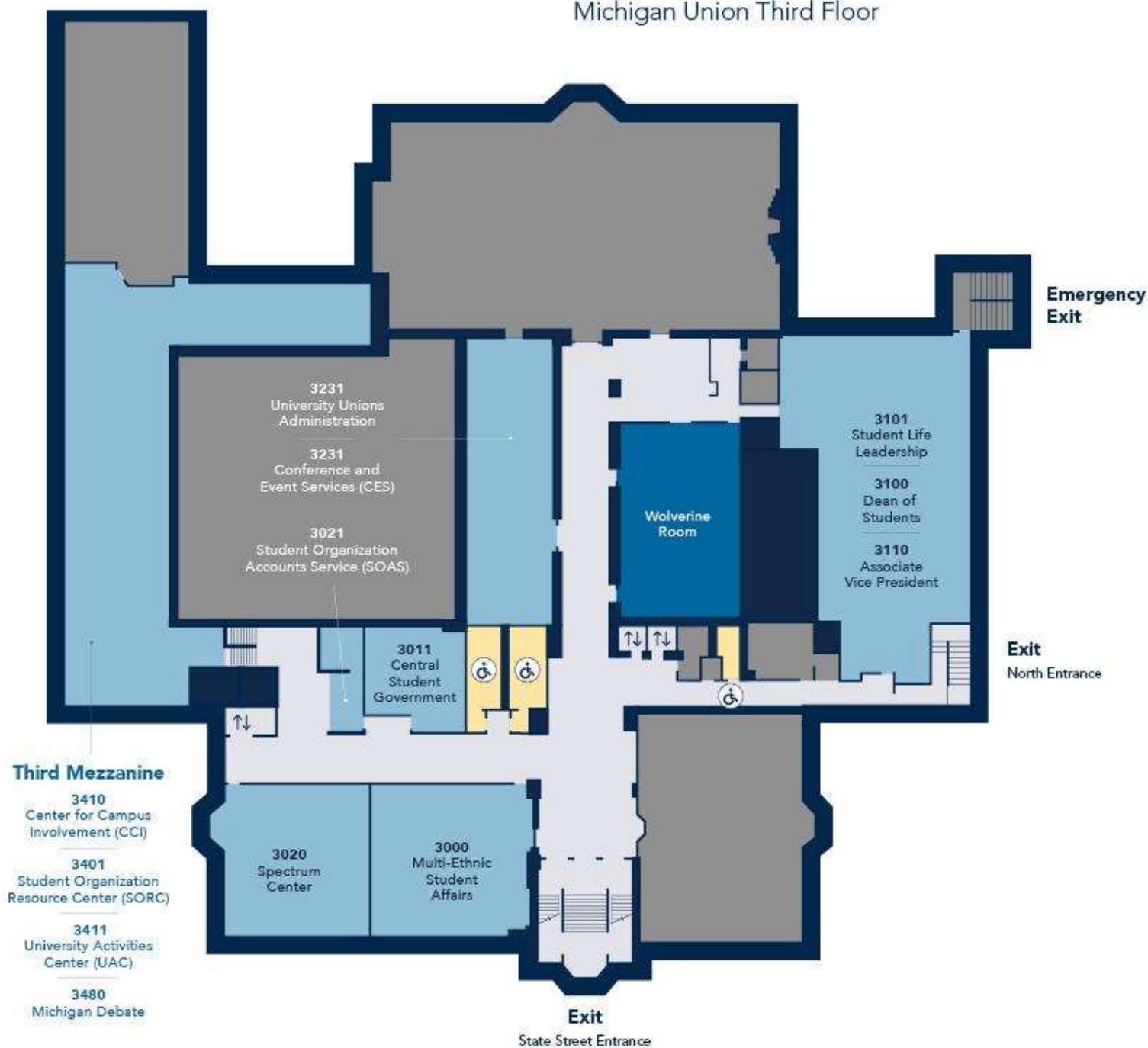




# Building Maps

## Michigan Union - Third Floor

Michigan Union Third Floor





# Technology and Award Policy

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The technology policy for MUNUM XXXVII is available on our website ([munum.org/tech-policy](http://munum.org/tech-policy)) but below is a reiteration of the policy. Delegates may not do research while in committee rooms, nor use devices for any non-conference related reason.

## **General Assemblies:**

- Delegates are permitted to use laptops or tablets to type up their drafts and submit them to the Dais. However, the Dais will be closely monitoring the use of electronic devices to ensure they are only used for typing working papers/resolutions.
- A shared Google Drive will be used to allow all delegates equitable access to any working paper.

## **Specialized Committees:**

- Technology usage will be up to the discretion of each individual committee, so it is important that the delegate read the background guide to check on their own committee policy.

## **Crisis Committees:**

- All directives, crisis notes, and other committee-related documents will be handwritten by delegates.

## **International Press Corps:**

- Delegates can expect to use technology throughout the conference. The extent and nature of this use will be determined by the Committee Directors.

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## **Award Policy**

As we have done in the past, MUNUM XXXVII will grant awards to delegates at the end of the conference. Below are some points regarding awards at MUNUM XXXVII.

- Submission of position paper(s) for your committee are required for consideration of an award.
- Committee directors determine awards based on a variety of factors but participation and contribution to committee are vital.
- Per tradition, MUNUM will also be awarding a “spirit award” to the delegation who displays the most passion in their committees and best embody the spirit of their committees.



# Parli-Pro Short Form

For more specific information about MUNUM's parliamentary procedure, go to [munum.org](http://munum.org), click the "Delegate Resources" tab, and then the "Rules of Procedure" tab.

Point/Motion	Debate	Vote	Comments
Point of Order	None	None	Can interrupt speaker
Point of Personal Privilege	None	None	Can interrupt speaker
Point of Inquiry	None	None	Meets qualifications
Motion to Check Quorum	None	None	Must have a supermajority present
Right of Reply	None	None	Submitted in writing
Motion to Withdraw a Motion	None	None	
Motion to Open the Speaker's List	None	Simple Majority	
Motion to Set the Speaking Time	None	Simple Majority	
Motion to Set the Agenda	None	Simple Majority	Must order all topics
Motion to Recess	None	Simple Majority	Must state when to return
Motion to Introduce a Draft Resolution	None	Simple Majority	$\frac{1}{5}$ of the body must be sponsors or signatories
Motion to Introduce a Friendly Amendment	None	None	





# Parli-Pro Short Form

Point/Motion	Debate	Vote	Comments
Motion to Introduce an Unfriendly Amendment	2 for, 2 against	Simple Majority	<input type="checkbox"/> of the body must be signatories
Motion to Divide the Question	2 for, 2 against	Simple Majority	Submitted in writing
Motion to Move into Voting Procedure	2 for, 2 against	Super-Majority	
Motion to Make the Topic an Important Question	2 for, 2 against	Simple Majority	
Motion for an Unmoderated Caucus	None	Simple Majority	Must include the length of the caucus
Motion for a Moderated Caucus	None	Simple Majority	Must include the length of the caucus, the speaking time, and topic
Motion to Table an Item/Motion to Take an Item from the Table	2 for, 2 against	Super-Majority	

A simple majority shall be defined as greater than 50%.

A super majority shall be defined as greater than 66.66%.



# Resolution Writing Guidelines

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## Purpose:

In simulating the United Nations, our ultimate goal is to propose tangible solutions to issues facing the committee. As such, delegates write working papers, which later become resolutions once they are voted on and passed by committee members. Model UN resolutions are written in highly specific language and have precise formatting requirements, two facts that can make them somewhat daunting. However, if you follow the guidelines below, you will be able to draft meaningful and effective resolutions.

## Heading:

The heading of a resolution contains all of the important identifiers for your resolution, which are important to distinguish it from other resolutions.

- **Include the committee's name, topic, sponsors, and signatories in the heading.**
- Write out the formal names of all nations alphabetically.
- There is no maximum number of sponsors or signatories.
- Note: Sponsors help to draft the resolution and are understood to be in favor of its contents. A signatory, however, merely indicates interest in seeing the resolution discussed. You do need  $\frac{1}{3}$  of the body as signatories to introduce a draft resolution.

## Preambulatory Clauses:

The second part of the resolution are the preambulatory clauses. The preambulatory clauses are responsible for explaining why the committee should address a topic and referencing previous actions taken by the committee.

- Begin with an italicized present participle.
- Align preambulatory clauses to the left margin and separate preambulatory clauses with a comma and a double line space.
- Every resolution must have at least ONE preambulatory clause.
- **Examples of Preambulatory Phrases:**
  - "Affirming," "Appreciating," "Bearing in mind," "Concerned," "Desiring," "Emphasizing," "Endorsing," "Having considered," "Noting," "Recognizing," "Stressing," and "Taking into consideration."
  - Seen above, most preambulatory phrases that start a preambulatory clause end in "-ing."



# Resolution Writing Guidelines

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## Operative Clauses:

Operative clauses form the most important part of any resolution: the tangible description of how the committee will accomplish its goal. These are the actual solutions and should make up the bulk of the resolution.

- Number and underline the active verb of each operative clause.
- Indent operative clauses 0.5 inches from the left margin.
- Separate each operative clause with a semicolon.
- In case of sub-clauses: the main clause should end in a colon, and the individual sub-clauses should be separated by a comma.
- The last sub-clause of the main clause should end in a semicolon.
- Follow the last operative clause with a single period, ending the sentence.
- **Examples of Operative Phrases:**
  - “Accepts,” “Acknowledges,” “Calls upon,” “Condemns,” “Encourages,” “Notes,” “Proclaims,” “Recommends,” “Suggests,” and “Urges.”
  - Seen above, most operative phrases that start an operative clause end in “-es.”

***With preambulatory and operative clauses explained, it is important to keep in mind that, in the UN apparatus, only the Security Council may compel nations to take action. Therefore, only the UN Security Council can utilize phrases such as, “Demands,” in their operative clauses while other UN bodies use resolutions to make suggestions and recommendations.***





# Philanthropic Initiatives

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**MUNUM XXXVII is raising money for our partner charity, United World Schools. Our goal is to raise \$2,000 as an organization, and you can help in a few ways!**

United World Schools (UWS) is a non-profit that reaches out-of-school children in remote areas of Cambodia, Nepal, Myanmar, and now Madagascar. UWS is focused on empowering children and their communities, building schools from nothing, developing innovative curriculum, and hiring locals as teachers. UWS teaches in local languages, ensuring that there are no barriers to education. MUNUM is partnered with a school in Gufa, Nepal. Over 100 students are enrolled and succeeding in this school. Join us in helping UWS and our partner school in Gufa!

Candygrams and direct committee donations will be aggregated by committee during the conference. The committee which fundraises the most will receive a special prize during the Sunday session, to be announced by your Under-Secretary-General in committee during the first session.

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## A Note about MUNUM's Charitable Work

Delegates and Advisors,

For 37 years, MUNUM has strived to provide the best possible experience for not only delegates and advisors, but also the world around us. MUNUM has proudly supported various causes and charities, allowing us to give back to those in need. As always, our staff has been working extremely hard to put on the best conference to date, as well as collaborating on ideas to achieve MUNUM's philanthropic mission. This year, I am proud to announce that MUNUM has been **designated as a 501(c)(3) charitable organization**. None of this could have been possible without the support of you all, as well as the continued dedication of our staff. With our new status, we will continue to partner with United World Schools, as well as contribute more than ever to have a lasting impact on our community.

I hope that everyone has a wonderful MUNUM XXXVII, and as always, Go Blue!

Ryan Lawroski

*Secretary of Finance, MUNUM XXXVII*



# Philanthropic Initiatives

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## Candygrams

Candygrams will be available at any MUNUM Administration Center during the conference. One Administrative Center will be in the Michigan League outside Room 6, in the Rackham Graduate School by the Assembly Hall, and in the 6th floor common space in Palmer Commons.

Candygrams are sent to delegates in committee with a message, and all proceeds will go to United World Schools. **There will be cash and Venmo options for purchasing**, and we will have Candygram tiers, which include the following:

**TYPE A:** \$1.00: Message will be read by Dais as in previous years with fun-sized candy

**TYPE B:** \$3.00: Message will include a king-sized candy bar

**TYPE C:** \$6.00: Message will be read by Secretary of Technology Ian Bakker and his saxophone + a fun-sized candy

**TYPE D:** \$10.00: Message will be read by Secretary-General Justin Esdale in his 'dino ensemble' + a king-sized candy bar

## Committee Fundraisers

You can also donate to MUNUM's United World Schools fundraiser directly in committee! Chairs will have a manila folder in which you can deposit cash for us to collect.

## Restaurant Fundraisers

During the conference, MUNUM has partnered with local restaurants on Friday, January 12th for the dinner break and Saturday, January 13th for both the lunch and dinner break. A portion of your check at these restaurants will go to United World Schools. Make a reservation and dine at one of these locations!

Panera Bread: Friday, 4:00-8:00pm.

- 777 N University Ave
- Must show them the fundraiser flyer

Sweetgreen: Saturday, 11am-4:00pm

- 311 S State St.
- Mention "MUNUM Fundraiser" *while ordering* or show the fundraiser flyer

Buffalo Wild Wings: 4:00-8:00 p.m.

- 205 S State St
- Must show them fundraiser flyer (on next page)



# Essay Contest & Merchandise

## Essay Contest

Seniors, we hope you have had an exhilarating experience at your final MUNUM conference! For those of you with a submission in our second annual Senior Essay Contest, we are excited to announce the winners at our Closing Ceremonies. We are thrilled to offer seniors the opportunity to earn some money towards their college education.

MUNUM XXXVII Question: Describe a specific instance where participation in MUNUM has contributed to meaningful relationships and collaborations with your peers.

We are very honored that MUNUM has had such a deep impact on some of you and enjoyed reading these responses.

As a reminder, the prizes are as follows:

- First Place: \$500
- Second Place: \$150
- Third Place: \$100

## Merchandise

This year we will be selling MUNUM related merchandise including, shirts, stickers, and more at the Room 6 Michigan League Administrative Center. This merch great for commemorating your experience at MUNUM XXXVII! See designs below:







# Dining & Accommodations

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If you're looking for a place to dine, below is a list of restaurants in Ann Arbor that members of our MUNUM staff recommend! Each of these restaurants have vegetarian, vegan, and gluten free options.

- Jerusalem Garden
- Totoro
- No Thai (delivery or pick-up)
- Sava's
- Amer's
- Cottage Inn
- Chipotle
- Mama Satto
- Sweetgreen & Salad's Up

Make sure to also check out Panera, Pizza House, and Poke Poke to support MUNUM's partnered charity! See previous pages for more details!

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During conference, delegates may use reflection rooms on campus for prayer or meditation. Currently, there is one reflection room open to the public on Central Campus. Delegates can use this reflection room located in the Ross School of Business, 1st floor in the Kresge Library, Room K1540P for these purposes.

MUNUM has reserved private spaces within each of the buildings for delegates and staff for these purposes. These are not publicly accessible, but we will happily open them for you upon request. If this will conflict with your attendance during committee sessions, please inform your committee's director or assistant director. More information on reflection rooms on campus can be found at the following website link:

<https://trotter.umich.edu/article/reflection-rooms-campus>.

Accessible, gender-neutral bathrooms are available for use on the 3rd floor of the Michigan League, the 3rd floor of Palmer Commons, and the 3rd floor of Rackham.

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If you have any questions or concerns throughout conference, please contact your committee director(s) or MUNUM XXXVII Secretariat. Again, MUNUM XXXVII Administration will be available in the rooms mentioned on page 9. We have also provided an email contact below you can reach out to with these questions or concerns. Thank you, and we hope you enjoy MUNUM XXXVII! Go Blue!

**Secretariat Contact: [munum.external@gmail.com](mailto:munum.external@gmail.com)**