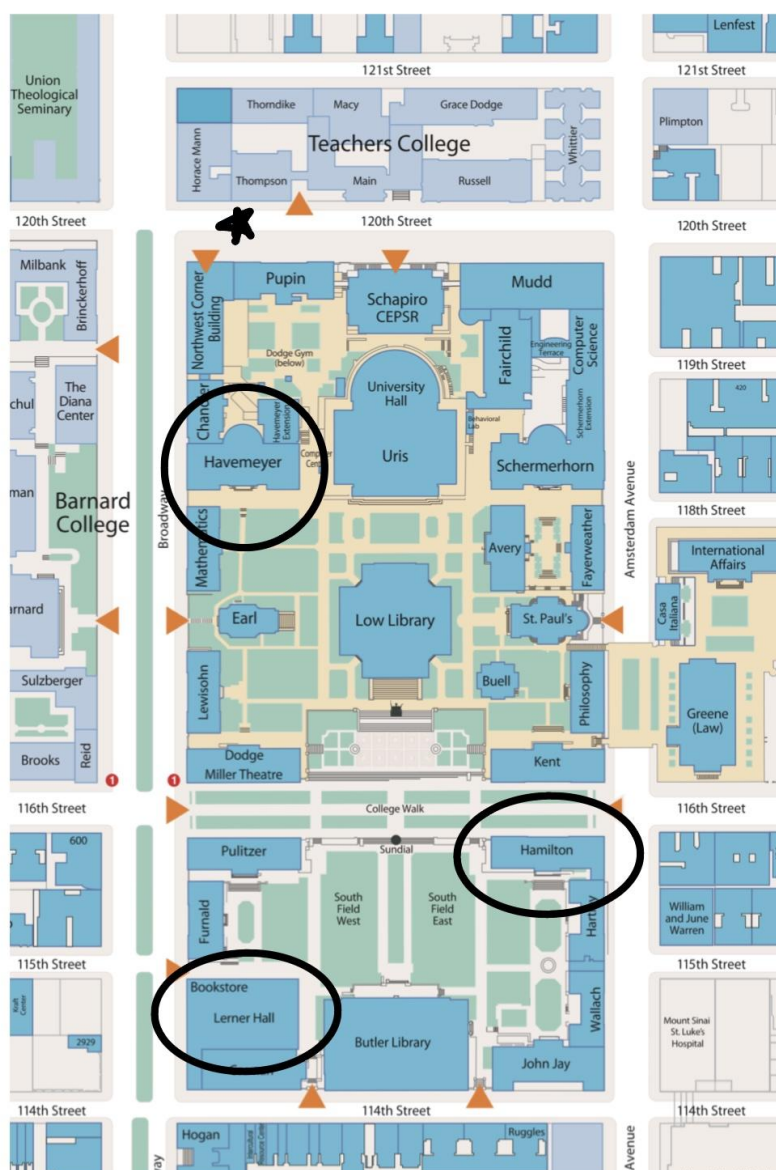




CESIMS Advisor Guide

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Check-in: Hamilton Lobby
 Opening Ceremonies: Havemeyer 309
 Committees: Hamilton
 Lunch: Lerner 555
 Closing Ceremonies: Havemeyer 309

Delegate Conduct

Behavior

Delegates are expected to behave in a civil, quiet, dignified manner at all times during the conference. CESIMS does not tolerate any occurrence of harassment or discrimination on the basis of race, gender, religion, national origin, sexual orientation, age, or disability status. CESIMS expects all delegates to treat fellow delegates, advisors, and conference staffers with respect and courtesy, both in speech and in conduct. Delegates are also expected to attend all conference functions and events unless they have

been expressly freed from such responsibilities by their faculty advisors and a member of the Secretariat.

Dress

Delegates are expected to be in appropriate Business Casual Attire throughout the conference. The expectations of BCA include a dress shirt or blouse and dress/skirt, with optional tie. No t-shirts with print will be allowed in the committee room.

Preparedness

Delegates should come to CESIMS prepared to discuss all topics of debate listed in the background guide. Delegates are expected to remain “on position” and represent their assigned position as accurately as possible, with respect and sensitivity to the topics being discussed.

Etiquette

While engaging with others, delegates are expected to behave respectfully, professionally, and appropriately in accordance with all conference policies. No profanity nor verbal attacks will be condoned, and should a certain measure of respect be broken, delegates may be disqualified from awards and future attendance at CESIMS. When fellow delegates are speaking on the Speaker’s List or in Moderated Caucus, delegates should not speak until called on.

Rules Concerning Alcohol and Illegal Possessions

Any delegate found or suspected of being under the influence or in possession of any intoxicating substances, legal, illegal, or illicit, at any time during the conference, will be immediately expelled from the conference. Violators will also be subject to full penalties of applicable federal, state, and/or local laws and ordinances.

Any violation of these rules of conduct can result in:

- Disqualification from conference awards
- Expulsion from the conference
- Barring of the delegation of the responsible delegate from future participation in CESIMS
- Any other actions deemed suitable and necessary by the Secretary-General

The Secretary-General reserves the right to impose additional rules or alter existing rules at any time during the conference at her discretion. The Secretary-General also reserves the right to expel any delegate, delegations, school, or group thereof from the conference at any time for violating or failing to comply with the above regulations or for any other reason.

Community Guidelines

We want to ensure that the community standards within CESIMS are clear, and that our conference environment is educational, safe, healthy, and supportive.

The following will not be tolerated under any circumstances:

Endangerment

Knowingly and/or recklessly endangering the health or safety of others or oneself is prohibited. The implied or express consent of the person against whom such violence or force is used will not be considered a justification for engaging in prohibited behavior. Prohibited behaviors include, but are not limited to:

- acts that endanger human life or threaten physical injury;
- unwanted physical contact with any person that reasonably places that person in fear of physical injury or danger (e.g. physical restriction, fighting, pushing, punching, slapping, spitting on, and/or kicking any person).

Harassment

Harassing any individual for any reason is prohibited at Columbia University. Harassment is defined as unwelcome verbal or physical conduct/threat of physical conduct that, because of its severity or persistence, interferes significantly with an individual's work or education or adversely affects an individual's living conditions. Harassment of an individual may occur in person, via digital means, or through a third party. A single, isolated incident may qualify as harassment if, based on the facts and circumstances, the severity adversely affected an individual's work, education, or living conditions.

Gender-based misconduct of any kind including sexual assault, domestic violence, sexual exploitation, stalking, gender-based harassment, and sexual harassment will also not be tolerated.

Mentions of Suicide, Genocide, or Torture

Due to the nature of the activity, we recognize that violent subject matter such as war, colonialism, and terrorism are often discussed in Model UN committees. Delegates commit to treating these topics in a thoughtful and mature manner. Furthermore, utilizing instances of genocide, torture, sexual violence, suicide, and/or other sensitive subjects as a part of a character's crisis arc will not be tolerated in any conference-related content.

How to Support Your Delegates Before the Conference

- In order for your students to be successful during committee sessions, it is important that they read their committee's background guide, which was sent out a few weeks ago.
- We suggest having your students review parliamentary procedure before the conference; however, Chairs will review all necessary procedures during the first committee session.

A. General Assembly Committees

General Assembly

The General Assembly (GA) encompasses all 193 Members of the United Nations, posing this unique forum at the deliberative, policy making, and representative core of the United Nations. GA includes committees such as DISEC, ECOFIN, SOCHUM, SPECPOL, Administrative and Budgetary, and Legal. Unlike Crisis, GA delegates represent countries and the committee works together to seek long-term solutions for long-term problems. There is no backroom in GAs and instead of writing directives and crisis notes, delegates collaborate to write resolution papers. The Chair and Assistant Chair(s) facilitate debate. Compared to Crisis, GA debates are much more formal and emulate the structure of the United Nations.

B. Committee Research

Start researching by reading your committee's background guide for guidance. The background guides will have brief introductions on the time period relevant in committee as well as the role of your assigned characters. Because these background guides are written by the Columbia students running the committee, it will give the delegates a clear idea of the direction the Crisis Director has in mind for the committee. It is recommended that delegates build their research based on the provided information and familiarize themselves with other issues that are relevant to the time period or role. It is also helpful to note items delegates can use in their crisis arc, speeches, or directives. For example, while crafting crisis notes, the delegate will want to address them to characters not in the committee room, so it would be helpful to know the names of the business partners, spouses, secretaries, friends, etc., of their character. The background guide will also provide links that you can utilize in the research process. Good research never goes out of style!

How to Support Your Delegates During the Conference

- Encourage your delegates to arrive a few minutes early to committee sessions if possible.
- Please make sure that your delegates are on time during the start of every session. In the case of an emergency, please immediately inform secretary.general@cesims.org or contact the Secretary-General, Astrid Liden.
- Encourage senior members to help/mentor novice delegates.
- Encourage your delegates to fully utilize their position's powers. Chairs appreciate what you do with the powers that you started with.
- Encourage your delegates to be vocal during their committee's feedback session!
- Encourage your students to have water, snacks, paper/pencils, and their research printed out and readily available during committee sessions.
- Our conference is a *teaching conference*; our Chairs are members of our competitive collegiate Model UN team and have been trained to ensure they are creating an environment conducive to learning.
- We welcome all students to ask any questions during committee sessions (either in the form of notes or verbally).

Technology User Guides

Students will be writing crisis notes and resolutions on paper provided by CESIMS. In order to make a more fair and equitable conference experience, all notes and resolutions will be on paper, with no electronics used.

Emergency Contact Information

If you have any important concerns or questions during the conference, we urge you to contact us immediately:

Astrid Liden | Secretary-General | (952) 594-1202 | aml2343@columbia.edu

Paul Padilla | Director-General | (732) 857-1556 | pap2152@columbia.edu

For non-important matters, you can email us at secretary.general@cesims.org.