



MONTANA MODEL UN

8 September 2014

Dear Montana Model UN High School Advisors,

Welcome to the 49<sup>th</sup> Annual Montana Model United Nations (MMUN) High School Conference at the University of Montana. Last year, 350 students from 17 Montana and Idaho high schools attended the conference. On November 24-25, we look forward to seeing many returning schools and teachers and welcoming new ones.

In this letter, we provide information for new schools and advisors, and an overview of this year's conference, including the schedule, topics, and registration and position paper deadlines.

### **Information for New Schools and Advisors**

At Model UN conferences, students "represent" countries on UN committees such as the General Assembly and Security Council. Students learn about other countries, debate international issues, and develop research, writing, public speaking, and negotiation skills. The MMUN conference also introduces students to the UM campus and to UM students and faculty. For more information on the conference, please visit our website, <http://www.cas.umt.edu/mun/hs-conference/default.php>

If your school has never attended the conference, or if you have taken a break for several years, please contact Danielle Howlett, 2014 Secretary-General for External Affairs, at [mmun@umontana.edu](mailto:mmun@umontana.edu). Danielle and her staff are ready to answer your questions and are available to offer in-person or Skype workshops to help you and your students prepare.

### **Conference Schedule**

As usual, the conference will be held at the University of Montana on the Monday and Tuesday before Thanksgiving (November 24-25). All events (including the opening and closing ceremonies) will be held on the third floor of the University Center.

The conference will begin at 8:30 am on Monday with opening ceremonies and a keynote address. Students will then spend the rest of the day in their committees. On Monday evening, they will attend Region Night, where they will meet international students from the region of the country they are representing at the conference. The regions are Africa, the Americas, Asia, and Europe.

The conference will end by 5:00 pm on Tuesday with a Combined General Assembly, where resolutions passed by the GA Plenary and Security Council will be presented by delegates from those committees, and resolutions passed by the GA subcommittees (GA-1, GA-2, and GA-3) will be presented, debated, and voted on. The Combined GA will be followed by the closing ceremony, where the MMUN staff will announce delegate, country, and school awards.

### **Committees and Topics**

We will simulate five committees: GA Plenary, GA-1, GA-2, GA-3, and the Security Council. Each committee will consider two topics. The topic list is posted on the MMUN website. Committee and topic background guides will be posted on the "Topic Guide" page of the website, <http://www.cas.umt.edu/mun/HSconference/topicGuides.cfm>

We will post Committee History and Structure guides for each committee in early September. The first topic guide for each committee will be posted by mid-September, and the second topic guide will be posted by early October. SG-E Danielle Howlette will email you when each set of guides has been posted. In addition, you can check the "What's New" page of the website.

### **Position Paper Deadline**

Two weeks before the conference (by 11:59 pm on Monday, November 10), each student must submit a position paper addressing both topics before his/her committee. Position papers must be formatted and written according to the instructions on the Delegate page of the website. They must be emailed as attachments to each committee's email address. Only students who submit position papers by the deadline will be eligible for awards.

### **Resolutions**

Each committee room will have several computers for students to type their jointly-written resolutions. Students are welcome to bring their own computers as well. Resolutions will be submitted as Word documents to the committee staff via a committee email address. Typing will be allowed only when the committee is in unmoderated caucus. Computers, phones, and other electronic devices must be turned off at all other times.

To ensure that each committee has time to fully debate each topic and resolution, chairs will ask students to combine similar resolutions.

### **Communications**

To make it easier to track our communications with you, we have created a new email address -- [mmun@umontana.edu](mailto:mmun@umontana.edu) -- for advisor correspondence. Emails sent to that address will be checked by SG-E Danielle Howlett, who will endeavor to respond within several days. The faculty advisors and administrative assistant Dani McLaughlin will receive copies of all correspondence.

### **Fees**

As explained at last year's advisor meeting, delegate fees been raised from \$25 to \$30 per student. School fees are still \$50 per school.

If you have students for whom the fee is prohibitive, please email their names to SG-E Danielle Howlett by 1 November. We have arranged several scholarships to enable such students to attend for \$20.

Student and school fees cover one-half of the conference's annual budget of \$20,000. The other half is paid by University sources, including the College of Humanities and Sciences Dean's Office, the President's Office, the Vice President for Student Affairs, the Provost Office, ASUM, and the Department of Political Science.

### **Registration, Payment and Position Paper Deadlines**

There are three steps to register for MMUN:

**1. Initial Registration and Country Assignments:** As soon as possible, but *no later than October 1*, email SG-E Danielle Howlett at [mmun@umontana.edu](mailto:mmun@umontana.edu) to let us know that your school will be attending the conference and to estimate the number of students you will bring. Danielle will then email you your country assignments. If your numbers change, please email Danielle to adjust your numbers so she can send you another country or reassign a country you are not using. To ensure that students have time to prepare for the conference, we will not assign countries after November 1.

**2. Student Roster and Payment:** by November 1, submit your student roster and payment. To do so, please use the forms that will soon be posted on the Advisor Resources page of the MMUN website. As explained above, the school fee is \$50, and the delegate fee is \$30.

**3. Submitting Position Papers:** Position papers are due by November 10. Each student should submit his/her paper to his/her committee via email. For instructions, see the Delegate page of the MMUN website. Students and country teams that do not submit position papers by the deadline will not be eligible for awards.

## **Country Assignments**

This year, we will once again simulate four large (General Assembly) committees and one small committee (Security Council). Thus each country will have at least 4 and no more than 5 committee positions. To give your students a cohort with whom to prepare for the conference, please assign all of your country positions before requesting another country.

In assigning students to committees, we encourage you to consider the following:

1. Because we have more schools than there are Security Council seats, returning schools are rotated so that, in general, they receive a Security Council seat three of every four years. If you receive a country with a seat on the Security Council, be sure to assign a student there and to think carefully about which student you assign. The Security Council works best with well-informed, articulate students, usually seniors.
2. The first 19 schools to register will receive one country from the "Group of 20" countries. The G-20 is not a UN committee but consists of 19 countries with large economies, plus the European Union. G-20 members account for 90% of global gross national product, 80% of world trade, and 2/3 of world population. We will let you know if one of your countries is a G-20 member. These, too, are prime slots that should be filled by students who are ready and willing to participate actively in formal and informal debates.
3. At the Combined GA Plenary, delegates to the GA Plenary will have the opportunity to make motions and speeches before the full 350-student conference. These students serve as their country's ambassador or highest permanent representative to the UN.

If you end up with more countries than you have students to fill, please notify SG-E Danielle Howlett as soon as possible so she can assign the extra countries to another school. It is especially important to alert us to unused Security Council slots. Thank you.

## **Advisor Materials**

On the Advisor Resources page of the MMUN website, <http://www.cas.umt.edu/mun/HSconference/advisorResources.cfm>, we have posted a "Seven-Step Plan for Preparing Your Students," a "Chair Script" so you can run practice simulations, and an awards guide.

Several teachers have told us that the seven-step plan and chair script have improved their preparations, so we encourage you to use them. We have updated them to reflect the changes we made last year (two topics per committee, more time for debate in committee, and presentations of passed resolutions to the Combined General Assembly).

Near the bottom of the Delegate Tools page, we have posted links to MMUN videos on UN history, parliamentary procedure, and a fun simulation using the rules. We encourage you to watch these with your students and to run your own simulations to help students learn the rules.

## **Delegate Materials**

On the "Delegate Tools" page of the website, <http://www.cas.umt.edu/mun/HSconference/toolsForDelegates.cfm>, students will find guides for researching their countries, writing position papers and resolutions, and understanding the MMUN rules of procedure.

Because electronic devices must be turned off during committee sessions, students should print these documents (as well as their position papers) and put them in a notebook to refer to at the conference.

## **Questions & Workshops**

If you have any questions, or if you and your students would like to participate in an in-person or Skype workshop to review conference preparations and procedures, please email SG-E Danielle Howlett.

**New Faculty Co-Advisor**

From 2005 to present, Professor Karen Ruth Adams has served as the MMUN faculty advisor. Beginning this year, Prof. Adams will serve as co-advisor with Professor Eric Hines. This will enable Prof. Adams to take her turn as Political Science chair.

Prof. Hines is an expert on international organizations and European politics. His UM courses include mock EU Parliaments and mock courts, so he appreciates and knows how to foster the kind of active learning that occurs at Montana Model UN.

We look forward to seeing you and your students on November 24-25! In the meantime, good luck with your preparations and let us know how we can be of help.

Sincerely,

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