

# **DELEGATE HANDBOOK**

## **GAUCHOMUN XV**



**GAUCHOMUN XV**  
**UCSB Model UN**  
**UC Santa Barbara**



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## Section 1 – Welcome

### 1.1 Welcome to GauchoMUN

GauchosMUN is an annual Model United Nations high school conference hosted by the Model United Nations student club from the University of California, Santa Barbara. We welcome students from all schools regardless of their background. In our upcoming conference, the fifteenth annual session, we will continue to ensure that each, and every delegate, advisor, and guest feel welcome at our conference. To do this, we will put forth our utmost effort in building an inclusive environment for everyone by abiding by strict guidelines and undergoing systematic staff training.

### 1.2 Purpose of this Handbook

The purpose of this handbook is not just to outline GauchosMUN's values and rules but also to provide guidance for delegates on how to conduct themselves in difficult situations. The handbook is not intended to be a strict interpretation of our policies; rather, it is a guidebook. We encourage every participating delegate to carefully read through the handbook. GauchosMUN, in maintaining transparency, will have this handbook be published on its official website. Participants will have the chance to glimpse into how the UCSBMUN team trains its members to be responsible and professional to provide you with the best possible experience in GauchosMUN.



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## 1.3 Letter from Secretary General

Esteemed delegates and advisors,

Welcome to GauchoSUN XV! My name is Sofia Little and I am excited to serve as Secretary-General for our 15th annual GauchoSUN conference, hosted by UC Santa Barbara Model United Nation. It is with great pleasure that we invite you to join us in beautiful sunny Santa Barbara, California this upcoming February! Our conference is exploring a wide and unique variety of topics this year (to be released in the coming weeks) and in doing so, we hope to encourage our delegates to become empathetic global citizens as they explore the issues affecting us today. As an experienced delegate myself, I always found that MUN was the perfect avenue to learn more about the world around me, like a chance to peer into the window of someone else's life. In the dozens of topics I've debated, I've found myself committed to causes I didn't know existed, but felt impassioned enough to pursue even when the final gavel fell. It is my biggest goal that GauchoSUN promotes this same curiosity in each and every delegate, so that we can create a generation of empowered youth leaders ready to take on the tribulations that life throws at us.

Given the challenges of the past few years, we are committed to being as accessible as we can, and you can rest assured that we are taking all steps necessary to ensure a fun and safe weekend for our delegates. Furthermore, our conference aims to create an inclusive environment where delegates can uplift one another in their weekend of rigorous debate and diplomacy. We refuse to tolerate any forms of bigotry or discrimination and we encourage delegates and advisors to be forthright should they experience or witness such behavior. It is my goal as Secretary General and the goal of our team at large to create a weekend of unforgettable memories for our delegates and we will strive to achieve that goal in any way possible! We hope to encourage fruitful discussions and respectful debate this February. Should you have any questions or concerns, please do not hesitate to contact our Secretariat at [gaucho@ucsbmun.org](mailto:gaucho@ucsbmun.org) whenever.

Our team is so excited to host you and has been working tirelessly to bring you the best experience that we can. It is my absolute honor to serve in this position for GauchoSUN and I look forward to seeing you all this February.

Sincerely,

Sofia Little

Secretary General, GauchoSUN XV



## 1.4 Secretariat



**Kirra Moore**  
**Under-Secretary General of General Assemblies and Specialized Bodies**



**Sofia Little**  
**Secretary General**



**Ruben Kucheyev**  
**Under-Secretary General of Crisis Committees**



**Estrella Alcaraz**  
**Director-General**



**Kate Granger**  
**Director of Logistics**



## Section 2 - Conference Details

### 2.1 Conference Cause



#### **TURNING RAIN INTO SAFE DRINKING WATER!**

Gravity Water provides a simple, yet innovative approach to safe water access, incorporating climate resilience and human-centered design.

It is our goal as an organization to uplift and partake in the proliferation of high standards of living for all around the world. All profits made from candygram sales during the weekend will go to support Gravity Water.

We are excited to partner with Gravity Water in achieving the goal of worldwide water access!

If you would like to learn more about Gravity Water and their mission, visit their website at <https://www.gravitywater.org/>.



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## 2.2 Conference Schedule

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### ***Saturday, February 3rd***

- ❖ Delegate Check-in: 8:00 AM – 10:00 AM
  - ❖ Opening Ceremony: 9:30 – 9:50 AM
  - ❖ Committee Session I: 10:00 AM – 1:00 PM
  - ❖ Lunch: 1:00 – 2:30 PM
  - ❖ Committee Session II: 2:30 – 5:30 PM
  - ❖ Advisor Feedback: 4:30 - 5:30 PM
  - ❖ Delegate Social: 6:30 – 8:30 PM
- *Games, food, and drink provided!*

### ***Sunday, February 4th***

- ❖ Committee Session III: 10:00 AM – 1:00 PM
- ❖ Advisor Feedback: 12:30 - 1:30 PM
- ❖ Lunch: 1:00 – 2:30 PM
- ❖ Committee Session IV: 2:30 – 5:30 PM
- ❖ Closing Ceremony and Awards: 6:00 - 7:00 PM



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## 2.3 Conference Locations

Delegate Check-in:

- HSSB Lawn

Opening Ceremony:

- Theater and Dance West Rm. 1701

Closing Ceremony:

- IV Theater 1

Secretariat Room & Advisor Feedback:

- Humanities and Social Sciences Building Rm. 1174

Delegate Social:

- Loma Pelona Center Rm. 1100

ECOSOC:

- Arts Rm. 1349

SOCHUM:

- Arts Rm. 1353

NATO, 1951:

- HSSB 2202

DUNE:

- Humanities and Social Sciences Building Rm. 1005

Despicable Me:

- Humanities and Social Sciences Building Rm. 3201

The Napoleonic Wars:

- Humanities and Social Sciences Building Rm. 4202

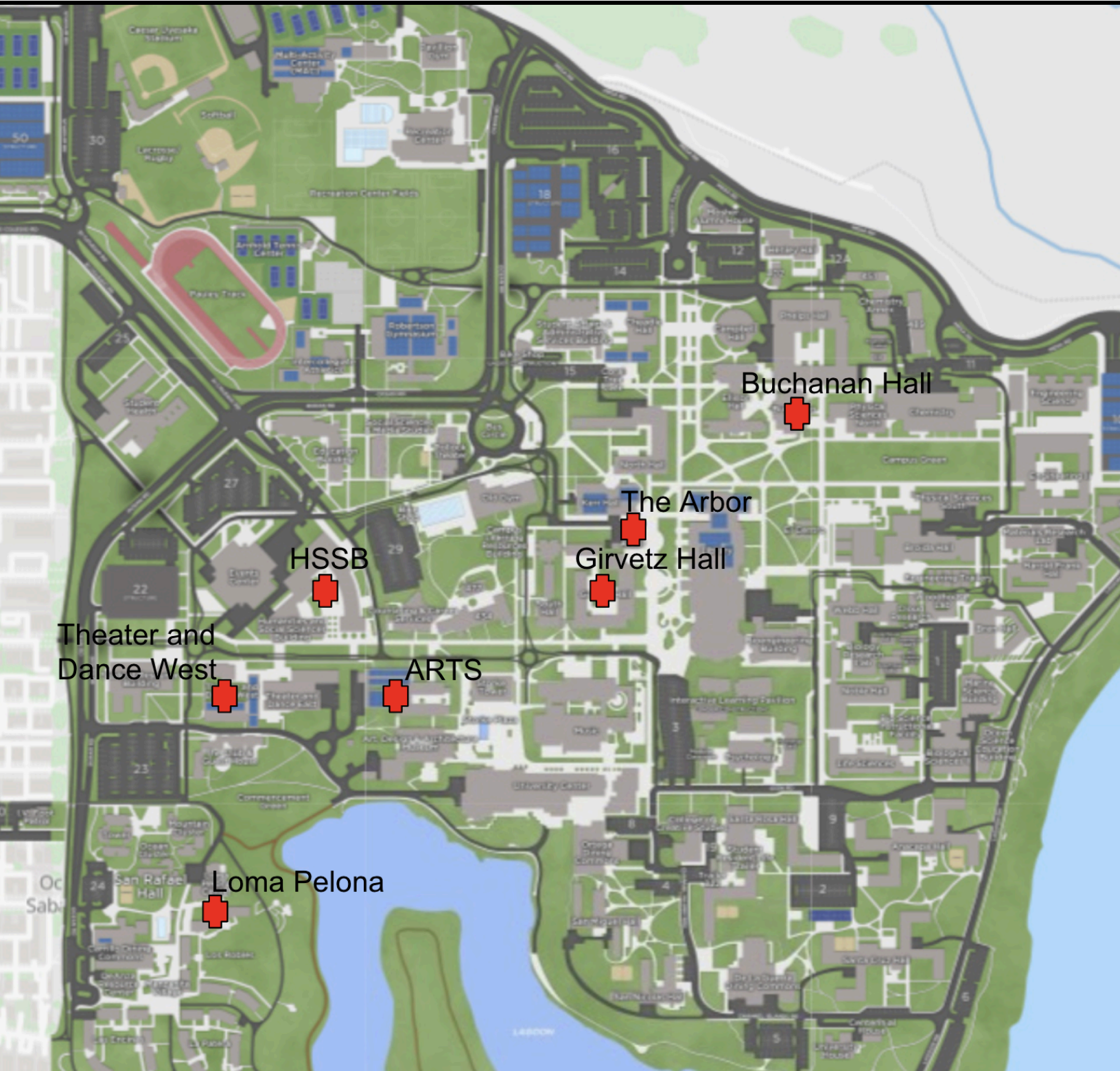
These are the primary locations in which the conference will be held. All locations are also available on AppleMaps and Google Maps. Should you find yourself lost, all UCSB

Model United Nations members are ready and available to guide you!





## 2.4 Campus Map





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## 2.5 Parking and Safety

Should a delegate or advisor wish to park their vehicle on campus, they should purchase a parking permit to avoid citations and associated fees.

ePermits can be purchased on the day of committee at a kiosk located in every parking lot. Please note that the parking pass obtained this way will only be applicable at the specific lot and will need to be paid each day.

In addition, ParkMobile is a mobile application that allows visitors to skip pay kiosks and conveniently pay for parking through their phone. Make sure to learn your lot's zone number and follow the prompted instructions.

For more information on parking permits, see the UCSB Transportation Services page here: <https://www.tps.ucsb.edu/parking-permits/visitor/visitor-short-term-permit>.

If anyone is walking alone and/or feeling unsafe, the CSO Safety Escort Service is available 24/7, 365 days a year. They can be dispatched by calling 805-893-2000, and can also be requested through the Blue Emergency Phones located all over campus.

UC Santa Barbara has a large campus, and it is easy to get lost. For directional inquiries, visit the Secretariat Table, any UCSB MUN team members, and any front desk at any buildings on campus.



## Section 3 - Technology Protocol

### 3.1 During Committee Session

In Crisis Committees, technology of any kind will not be allowed for use during committee sessions.

In General Assemblies and Specialized bodies, technology will only be allowed for use during unmoderated caucus for the sole purpose of writing resolution papers. This means that technology must be stowed away during formal debate. Any other usage will be left to the discretion of the Dais.

### 3.2 While Voting

We require delegates to be present when voting and we will not allow anyone to use any sort of technology during the voting bloc. All delegates will be asked to turn off and stow devices during voting procedures.

In addition, technology is not allowed during Under-Secretary General (USG) committee feedback, crisis updates, and committee breaks.

### 3.3 Internet and Technical Issues

Gauchomun will try our best to make our conference equitable and accessible. Thus, we will not decide the awards based on your internet accessibility or technical proficiency. Please send the chair a note if you experience any internet issues or technical difficulties, and we will try our best to accommodate your situation.



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Delegates will be able to access the Internet via the “UCSB Wireless Web” wifi through a guest registration system.

## Section 4 – Code of Conduct

### 4.1 Non-Harassment Policy

Gauchomun has zero-tolerance for sexual harassment. Sexual harassment will be defined as any requests for sexual favors, or any unwelcomed sexual advances including:

1. Any sexual behavior or activity without clear and active consent,
2. Offering any benefits for sexual favors,
3. Physical or non-physical interactions that cause discomfort in the other party.
4. Examples of sexual harassment could include and may not be limited to displaying sexually suggestive material to another party; verbally or physically making unwelcomed advances sexually; making unwelcomed flirtations; pinching or touching against someone else’s body.

### 4.2 Non-Discrimination Policy

Gauchomun has zero-tolerance for discrimination. We are committed to an environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that promotes equal opportunities and prohibits unlawful discriminatory practices, including harassment. Gauchomun expects that all relationships among persons in the conference will be professional, respectful, accepting, and free of explicit bias, prejudice, and harassment. Anyone who has questions or concerns about our non-discrimination policies is encouraged to talk with our secretariat.



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Discrimination will be defined as any unjust treatment of someone including:

1. Verbal abuse, racial slurs, or negative stereotyping,
2. Denigrating jokes or written/ graphic material that denigrates or shows hostility or aversion toward an individual or group,
3. Putting someone at a disadvantage because of their background,
4. Unjust profiling.

Examples of discrimination could include and may not be limited to discrimination based on age, sex, gender reassignment, race, religion and belief, and disability.

*Complaint Procedure:*

Any participant for Gauchomun who feels that they have been discriminated against or has witnessed or become aware of discrimination in violation of these policies should bring the matter to the immediate attention of the Secretariat. The name/names of the reporter/reporters shall be kept anonymous and kept within the Secretariat. To report unseemly behavior, refer to the anonymous complaint form [here](#) or on [Gauchomun.org](http://Gauchomun.org).

### 4.3 Dress code

For the professionalism of our conference, all participants, including staff members, advisors, and volunteers, are recommended to dress in appropriate western business attire. All participants are prohibited from wearing clothes that may come off as offensive.

Our dress code guidelines are as following:

1. Professional Western Business Attire (WBA) includes a business jacket, tie, dress shirt, dress/ skirt/ slack, and dress shoes. Such attire should be worn during all formal conference proceedings, including Opening Ceremony, all Committee Sessions, and Closing Ceremony.



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2. Clothing that is considered casual includes jeans, shorts, t-shirts, sweaters, casual dresses, sneakers, sandals, and other athletic wear.
  3. Traditional dress is allowed only for the delegates who practice those traditions but an attempt to represent their character through traditional cultural attire as a costume is prohibited.

#### 4.4 Plagiarism and prewritten clauses

We take plagiarism very seriously. To ensure delegates create an original working paper or directive, we require our delegates to only use the exact words or ideas of a source in a quotation with proper citations, and we will consider copy-and-pasting works without citation as plagiarism. The safest way to avoid any accusations of plagiarism is to work directly in the document, rather than utilizing copy and paste. Anyone who becomes aware of any incidents of plagiarism are encouraged to report it to the chair and the name(s) of the reporter(s) will be kept anonymous. All reports of plagiarism will be thoroughly investigated.