



January 25 - January 28, 2024 ILMUNC XL Philadelphia, PA

# FACULTY ADVISOR AGREEMENT



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# WELCOME TO ILMUNC XL

Dear Delegates and Faculty Advisors,

I am honored to invite you all to the fortieth iteration of the Ivy League Model United Nations Conference, hosted at the Marriott Philadelphia Downtown Hotel from January 25th-28th, 2024.

ILMUNC XL represents our 40th year of doing what we do best—providing a platform for meaningful discourse and collaboration. We're proud to bring together students from Sao Paulo to Scranton to tackle some of the world's most pressing issues. We are committed to creating a safe and inclusive space for everyone, where each delegate's unique voice and perspective can be heard and valued. Our team of dedicated staff and organizers has been working tirelessly to ensure that our conference lives up to its reputation for excellence, and we can't wait to share the experience with you. This year's conference theme, "Building Bridges, Not Walls," speaks directly to the kind of world that we hope to build through our work here.

The challenges we face as a global community are great, but so too are the opportunities to make a positive difference in the world. As we come together to debate the issues that matter most, I want to emphasize that this conference is about more than just winning awards or accolades. It is about building relationships and understanding, fostering collaboration and cooperation, and creating lasting change. It is a chance for us to learn from one another, to challenge ourselves to think more deeply about the world we live in, and to develop the skills and knowledge necessary to become effective leaders and advocates for positive change.

At the heart of ILMUNC are the delegates, coming from all corners of the world to tackle the most pressing issues of our time. Our conference provides a unique platform to bring together individuals with diverse backgrounds, experiences, and ideas. From the moment you arrive, you will be immersed in a community of like-minded individuals who are passionate about making a difference in the world. Whether you are a seasoned delegate or a first-time attendee, you will be welcomed into a space where your voice matters and where you will be challenged to think critically about complex global issues. At ILMUNC, we believe that each delegate has a unique perspective to offer, and we strive to create an environment that encourages collaboration and the exchange of ideas.

I encourage you to read through our website for more information on registration, our committees, and our Secretariat. More information will be added to the website as we continue to develop our conference experience throughout the year. On behalf of the entire ILMUNC XL Secretariat, I can not wait to see all of you in Philadelphia in January and be a part of a truly XL experience!

Sincerely,

Shaan Mishra

Secretary-General, ILMUNC XL

## General Behavior

1. ILMUNC will not tolerate any instances of inappropriate behavior either in and out of committee that are perceived as threatening, derogatory, disruptive, or abusive by another person. Furthermore, any instances of harassment or discrimination including but not limited to race, gender, sexual-orientation, religion, age, disability, or national origin will not be tolerated at ILMUNC. Cases of any of the aforementioned behaviors should be immediately brought to the attention of the ILMUNC Secretariat and consequences will be severe if students are found to have violated the code of conduct. Delegates can also contact Faculty Advisors, Senior Staffers, Assistant Secretary Generals, Under Secretary Generals, or any member of Secretariat to report any inappropriate behavior. Complaints, based on severity, can determine whether or not disqualification should be considered as action. Complaints filed by delegates that may qualify the use of disqualification will require a formal written inquiry from the delegate.

ILMUNC will proceed to:

- Reach out and discuss with the party which filed the claim to understand the context of the issue, magnitude of the issue, and desired outcome;
- Reach out to the Senior Staffers of the committee to gather information about both parties and any context behind the issue at hand;
- If needed, approach the offending individual to gather any further information;
- Discuss with the Secretariat about potential courses of actions and any supplementary information.

Based on the severity of the claim, ILMUNC reserves the right to:

- Issue a one-time warning;
- Disqualify the offending individual and/or delegation from receiving awards;
- Remove the offending individual from the remainder of conference without any refunds of individual conference fees;
- Remove the entire delegation from the remainder of conference without any refunds and/or ban the delegation from future participation at ILMUNC;
- Take any other actions deemed as necessary and appropriate.

2. All conference participants are expected to behave respectfully with other guests of the hotel for the entirety of the conference, including refraining from excessive noise and abiding by the established curfew, enforced by ILMUNC and conference planners.

3. Delegates are expected to attend all committee sessions they are present at ILMUNC for and have signed up for. Attendance will be monitored through roll call taken by the ILMUNC staff at the beginning of session, and unexcused absences will be reported to the Faculty Advisor of the school.

4. Delegates must be supervised by an adult Faculty Advisor or chaperone of the school at a ratio of 1 Faculty Advisor or chaperone to 20 students. This is to ensure that all students are safe and accounted for through the duration of the conference. It is the responsibility of the delegates' Faculty Advisor to keep track of their students' whereabouts and maintain proper behavior during all committee sessions and delegate activities.

5. Delegates are required to be in their assigned rooms by the established curfew for each night. Security will be patrolling every floor at night and delegates found to be in violation of this rule may be disqualified from receiving individual or delegation awards.

## Dress Code

ILMUNC XL has a strict policy regarding the dress code. Delegates are required to be dressed in formal Western Business Attire throughout the entirety of the conference. ILMUNC Secretariat and Staff Members reserve the right to ask any inappropriately dressed delegates to leave committee until they have changed.

## Drugs and Alcohol

ILMUNC has a zero-tolerance policy regarding illegal substances and alcohol. Possession, purchase, storage, sale, and/or consumption is strictly prohibited for the entirety of ILMUNC. If alcohol is discovered, it will be promptly confiscated and the matter referred to the proper civil authorities. Offenders of this policy are considered to be either underage users or of-age providers. ILMUNC and conference planners reserve the right to require the delegation to leave the conference without refund of any fees. Any ILMUNC par-

# CONFERENCE POLICY

Participants discovered to be in possession of narcotics will be appropriately punished by the proper civil authorities.

## Property Damage

Theft or damage to the hotel and hotel property will not be tolerated. In the event that hotel property has been damaged, stolen, or otherwise negatively by ILMUNC participants, the delegation will be charged for the cost of the damages. Other possible consequences include removal of the delegate and/or delegation from conference, disqualification from awards, and any other actions deemed necessary by the ILMUNC Secretariat.

## Delegation Badges and Placard Replacement

At registration, delegates and faculty advisors are each given a complimentary identification badge, which must be worn during all committee sessions and ILMUNC events, including Delegate Fest and the Delegate Dance. If a delegate loses his or her badge, a replacement badge will be issued at the cost of \$2. A complimentary placard is also given to all students at conference check-in. If a placard is lost, the delegate(s) will be responsible for a \$5 replacement charge.

## Plagiarism and Pre-Written Resolutions

Any form of plagiarism, pre-written resolutions, or other forms of cheating will not be permitted at ILMUNC XL. All members of the ILMUNC Staff and Secretariat will be monitoring delegates' work to ensure that no documents have been copied from another source without the proper citations, or prepared before conference to be submitted as working papers, directives, or other collaborative work. Any instances of suspected plagiarism, pre-written resolutions, or cheating should be immediately brought to the attention of the ILMUNC Secretary-General, and will be reviewed on a case-by-case basis. Any delegates found in violation may be subject to any of the following consequences: disqualification from awards, removal from conference, removal of the delegation from conference with no refund, and prohibition of future participation in ILMUNC.

## Technology

The use of technology, including but not limited to cell phones, tablets, computers, or any other internet-accessible devices barring necessary translational devices, are not permitted inside of committee. Delegates are not allowed to

use Wi-Fi at any point during committee session, and may only utilize computers and/or tablets when working on collaborative work (i.e. resolutions) at the Chair or Moderator's discretion.

## Awards

ILMUNC values the learning experience of a Model United Nations conference above all else. As a result, ILMUNC prefers not to stress awards during conference, as we feel that participation and success should not be viewed in terms of who wins the most awards. Nonetheless, we do issue two types of awards at ILMUNC.

Delegate Awards will be awarded in most committees as follows: one "Best Delegate" and a variable number of "Outstanding Delegates" and "Honorable Mention" recipients. Some committees may give "Verbal Commendations," though these commendations do not include a physical award. The Ad-Hoc Committee of the Secretary-General will give out three "Best Delegate" awards. Delegate evaluations will be based on their performance both inside and outside of the committee as judged by ILMUNC Chairs, Moderators, and Crisis Directors. Awards are given out on the basis of the following criteria: adherence to national policy; cooperation with others; general conduct, including adherence to the dress code; knowledge and use of the rules; speaking — both formal debate and caucusing; and quality of written work — Position Papers, Working Papers, and Resolutions.

The second type of award is the Delegation Award. There will be two sets of Delegation Awards, one of which will be awarded to small delegations, and one to large delegations on the basis of overall performance and delegation size. An additional Delegation Award will be given to the best new delegation that does not receive a major Delegation Award. Additional delegation awards will be given to the best new delegation and the best international delegation that does not receive a major Delegation Award. This year ILMUNC will also award the school that best embodies the diplomatic spirit of compromise and the values that are represented by the United Nations.

## Safety and Security at ILMUNC

Although Philadelphia is a beautiful and historically rich city, it is nonetheless an urban community. Standard safety precautions should always be taken when traveling throughout the city. While in the hotel, it is imperative to maintain a high level of decorum and quiet, especially at night. To this end, ILMUNC's

security partner will conduct security watches on delegate floors and in elevators. Our security staff are trained to be respectful of delegates at all times; we request that delegates reciprocate.

***Problem Reporting:***

If at any time throughout conference, you witness a violation of our conference policy or pressing issue please report it to [dir-gen@ilmunc.com](mailto:dir-gen@ilmunc.com). If the matter is urgent, please find the nearest secretariat member so they can contact the Secretary-General immediately.

**By registering for ILMUNC XL, all Faculty Advisors acknowledge that they have read and agree to the policies and rules outlined above. Faculty Advisors are held responsible for ensuring that the delegates under their supervision adhere to the policies and rules of the conference, and agree to cooperate with the Secretariat's decisions, actions, and inquiries regarding violations of these policies by a delegate under their supervision. Violations of any of the above rules will be reviewed on a case-by-case basis, and the offending delegate and/or delegation may be subject to penalties including but not limited to: disqualification from awards, removal from conference with no refund, and a ban on any future participation in ILMUNC.**

# DO'S AND DON'TS

## Do:

- Wear your faculty advisor badges at ALL times.
- Check in with your delegates every morning and evening and make sure they are attending committee session during the day.
- Make sure that all of your delegates are dressed in formal business attire.
- Let the ILMUNC Secretariat know if one of your students will not be attending session or in case of emergency. ILMUNC Secretariat members will always be wearing badges.
- Attend every faculty advisor meeting. They are mandatory and important information will always be discussed.
- Attend committee sessions and watch your delegates participate! Please enter and exit quietly.
- Discuss standard safety procedures with your students. Philadelphia is an urban environment, and students should walk in groups at all times.
- Escort your delegates outside of the hotel any time after curfew.
- Help ILMUNC security keep delegates quiet and in their own rooms after curfew. Please identify yourself as a faculty advisor to ILMUNC security.
- Provide your delegates and the ILMUNC Secretariat with a way to reach you at all times during conference weekend.
- HAVE FUN! Please stop by the Faculty Advisor Lounge throughout conference to meet other delegations and share coffee.

## Don't

- Speak with your delegates in the committee room while committee is in session. Please pull them outside if you need to speak with them.
- Allow any of your students to be out of their own hotel rooms after curfew, as indicated on the official ILMUNC schedule. You are the only one allowed to pick up delivered food after curfew.
- Punish or reprimand a delegate or group of delegates from another school. If there is any serious infraction, please let an ILMUNC Secretariat member know immediately.



ILMUNC XL