

SBIMUN XVII



Delegate Handbook



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Section 1 – Welcome

1.1 Welcome to SBIMUN

SBIMUN is an annual Model United Nations intercollegiate conference hosted by Model United Nations at University of California, Santa Barbara. We welcome students from all colleges and universities regardless of their background. In our upcoming conference, the seventeenth 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 SBIMUN'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. SBIMUN, in maintaining transparency, will have this handbook be published on its official website. Participants will have the chance to glimpse into how the UCSB MUN team trains its members to be responsible and professional to provide you with the best possible experience in SBIMUN.



1.3 Letter from Secretary General

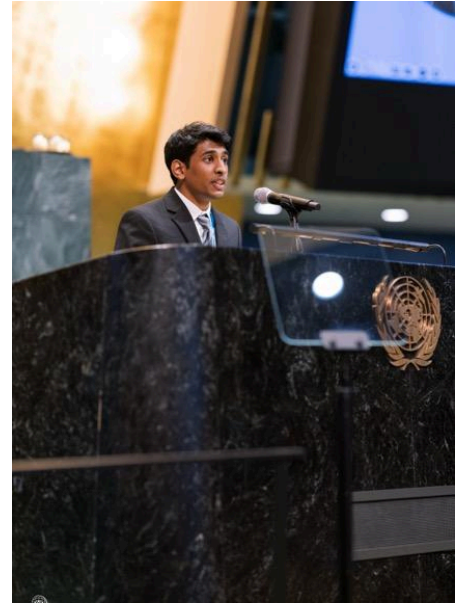
Hello Delegates,

My name is Pranav Gunhal and I am honored to serve as the Secretary General for SBIMUN XVII. I am originally from the Bay Area, and am a third year student studying Computer Science and Education at UCSB. As part of UCSB MUN, I am primarily involved in planning SBIMUN, but also compete as a delegate on our nationally-ranked collegiate team.

Outside of MUN, I research how to optimize transfer student pathways in STEM and also how to quantify stress in college admissions. Leveraging this, I plan to pursue a PhD in Education+CS to study how to create more accessible educational technologies. Besides this, I enjoy sketching our beautiful campus, teaching people about my latest internet deep dive, and exploring UCSB's 8 story library.

I first joined MUN in high school because I thought the idea of simulating countries would be a fun side hobby. However, over the last 7 years (which I now realize is 1/3 of my entire life), I have gained much more than I could have ever imagined. Not only do I have a unique perspective on the regulation of issues I am interested in, such as technology and education, but I can also more clearly express my ideas as a result of MUN.

I cannot express how excited my Secretariat is to host you at UCSB for SBIMUN in November. This conference represents the hard work of a team of over 40 college students over the last several months. Everyone on this team puts in this effort because we truly believe in our delegates as the next generation of leaders in MUN and beyond.



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The committees this year were created by our team to reflect the most pressing challenges facing our world today. From addressing pressing real-world issues in our General Assembly and Specialized committees, to reimagining history in Crisis, each committee was designed to push delegates to think beyond conventional solutions and engage with diplomacy in meaningful ways. I am beyond excited to see you all develop as public speakers and future leaders throughout the course of this conference.

If you ever have questions about anything related to SBIMUN XVII, or anything at all really, please do not hesitate to reach out to any of us. I look forward to seeing all of you in (hopefully) sunny Santa Barbara in November.

Best,

Pranav Gunhal

Secretary General, SBIMUN XVII



1.4 Secretariat



Bindhya Parthasarathy
Director General



Anushka Kumaran
Director of Logistics



Kyara Vivanco
Director of Tech/Design



Boone Labounty
Director of Finance



Addysen Wilson
Director of Business



Kaila Ord
USG - Crisis



Milady Villicana
USG - GA / Spec



Alanna Laverty
Chief Editor - GA



Sebastien Freitag
Chief Editor - Spec



Noah Revell
Chief Editor - Crisis



Section 2 - Conference Details

2.1 Conference Cause



**SANTA BARBARA
EDUCATION
FOUNDATION**

The [Santa Barbara Education Foundation](#) is dedicated to enriching the academic, artistic, and personal development of all 12,500 students in the Santa Barbara Unified School District. Through targeted investments in literacy, math, student engagement, and equity-driven programs, the Foundation works to ensure that every student has the resources and opportunities they need to thrive, both inside and outside the classroom.

It is our goal to support the Santa Barbara Education Foundation in its ongoing efforts to strengthen public education and address the evolving needs of local students, teachers, and schools. All profits made from merchandise sales this weekend will go directly toward supporting SBEF programs that improve student outcomes and help bridge gaps for under-resourced youth in our community.



2.2 Conference Schedule

SBIMUN XVII Conference Schedule:

Thursday

November 12th

TIME	EVENT
12:30PM – 3:30PM	Delegation Check In
4:00PM – 4:30PM	Opening Ceremony
6:00PM – 9:00PM	Committee Session I
9:00PM – 9:30PM	Head Del Feedback
10:00PM – 1:15AM	Bar Crawl
10:00PM – 11:00PM	Sober Social

Saturday

November 14th

TIME	EVENT
10:00AM – 1:00PM	Committee Session V
1:00PM – 2:30PM	Lunch
2:30PM – 5:30PM	Committee Session VI
5:30PM – 6:00PM	Head Del Feedback
9:00PM – 12:00AM	Delegate Social

Friday

November 13th

TIME	EVENT
10:00AM – 1:00PM	Committee Session II
1:00PM – 2:30PM	Lunch
2:30PM – 5:30PM	Committee Session III
5:30PM – 6:00PM	Break
6:00PM – 8:00PM	Committee Session IV
8:00PM – 8:30PM	Head Del Feedback
9:30PM – 11:00PM	Head Del Social

Sunday

November 15th

TIME	EVENT
10:00AM – 11:00AM	Closing Ceremony

*Details regarding the social events of the conference will be sent out to head delegates prior to the conference.



2.3 Conference Locations

SBIMUN XVII Committee Venues:

COMMITTEE	VENUE
IMO	Loma Pelona 1101
UNFPA	CGH Pavilion
Press Corps	LSB 1001
UNSC	Loma Pelona 1102
SpAdhoc	Loma Pelona 1102
Coldish War	UCen Mission
Rockstar	CGH Lagoon Board
Adhoc	UCen Lobero
Opening Ceremony	Flying A
Closing Ceremony	Corwin Pavilion

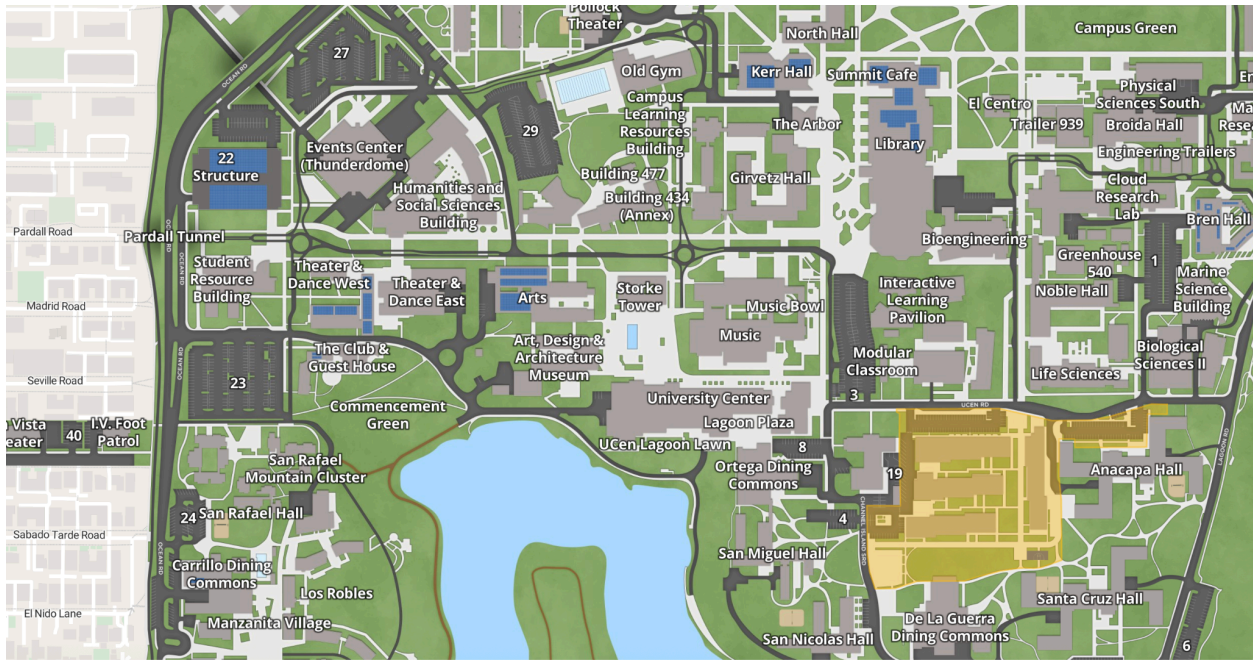
*all conference locations are tentative. A final schedule with locations will be released prior to the conference.

2.4 Campus Map

This map provides a general layout of campus, and the interactive map may be used to find the exact location of each conference room. Included is a floor plan of the UCEN building. Please refer to the section above for more details.

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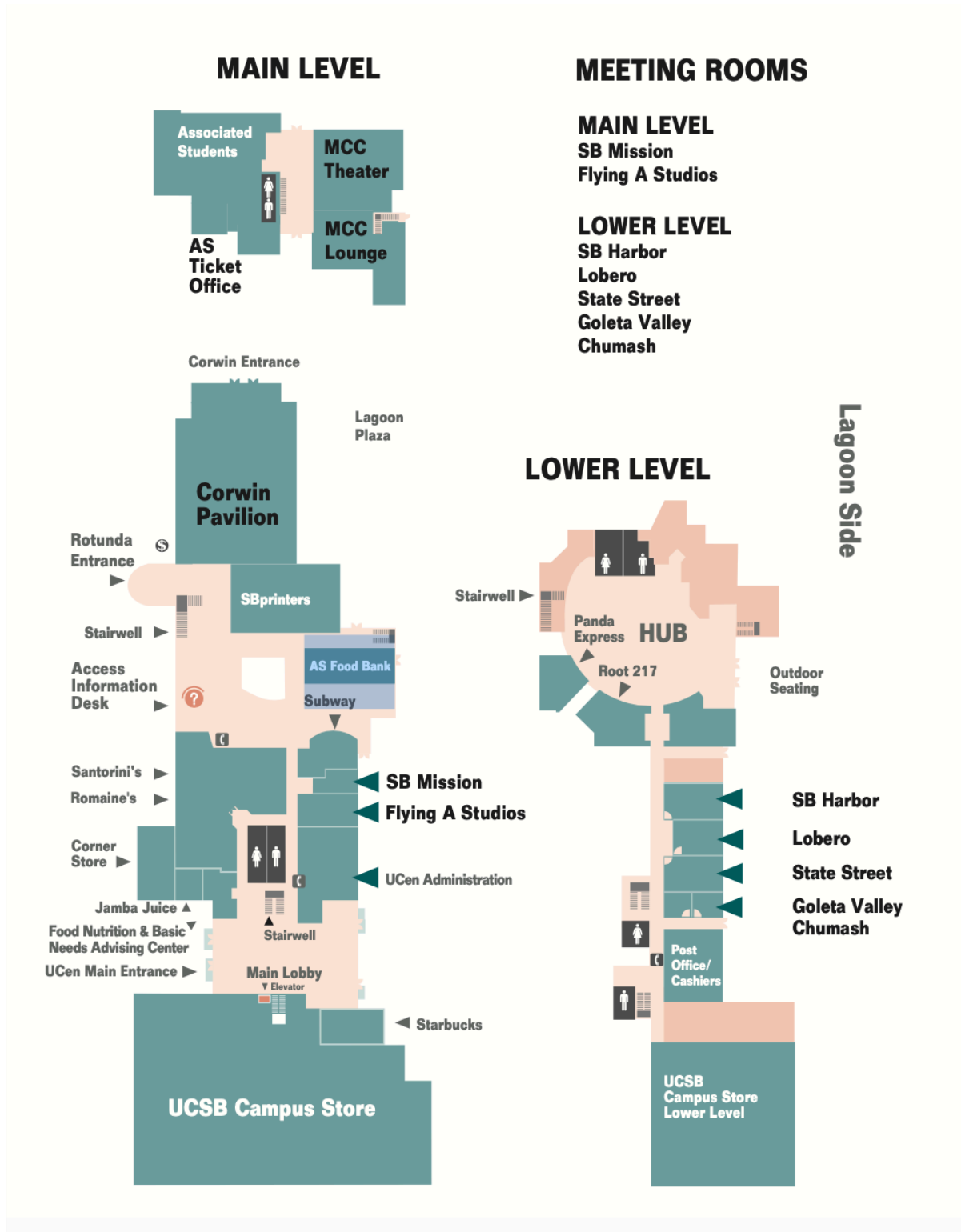
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[Link to Interactive Map](#)



UCEN Floor Plan





2.5 Parking and Safety

Should a delegate 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 the kiosk of the 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, Park Mobile is a mobile application that allows visitors to skip the pay station and conveniently pay for parking through their phone. This is available in most visitor lots throughout campus. 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 delegates are 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 4 – Code of Conduct

4.1 Non-Harassment Policy

SBIMUN 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.

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

SBIMUN 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. SBIMUN 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.

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 SBIMUN who feels that he/she/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. The number of people involved in dealing with the situation should be limited.

To report unseemly behavior, refer to the anonymous complaint form at sbimun.org or posted throughout the conference venues.

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 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.



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. **SBIMUN XVII considers the use of generative AI to produce any writing used in committee (including, but not limited to: clauses, working papers, crisis notes, and directives) as prewriting.** 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, and delegates found to have plagiarized or prewritten will be disqualified from receiving awards.