

HUSMUN Proposal

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Event Details

Key Information

Dates

The MUN is projected to take place from Wednesday, October 7th to Friday, October 9th. A timeline of deadlines is yet to be determined.

Committees

The MUN will have 4 committees: DISEC, SOCHUM, UNEP, UNSC. Agendas are yet to be decided.

Estimated Cost

As the Zoom subscription is the only aspect of the MUN that needs to be paid for, the estimated cost is 1,150 INR. Placards, certificates, and trophies do not need to be printed or manufactured due to the digital nature of the MUN.

Award Structure

The awards to be given out are, in order of prestigiousness: Best Delegate, High Commendation, Honourable Mention. In the event that a committee is of a large enough size, the number of High Commendations and Honourable Mentions will be subject to change.

External Delegates

In contrast with the first HUSMUN, the second HUSMUN will allow external delegates to participate. A provisional list of schools to be invited is attached:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

It is likely that most delegates will register individually (ie not affiliated to a school) however, formally inviting schools is likely to help increase the total number of delegates who attend.

Website

As this will be an online MUN, having a website is of paramount importance. In addition, articles written by the International Press Corps will be published on the website. This website could be created as a subdomain of hus.edu.in (mun.hus.edu.in is a possibility). The website could run on WordPress, which is also used for the main school website.

Custom Email

In a similar vein to the website, a custom email such as mun@huschennai.in will add a level of authenticity and professionalism to the event. In addition, it allows for the Q&A Team to simultaneously answer questions and centralises external communication, reducing the amount of unnecessary work.

Proposed Ideas

External Vice Chairs

External Vice Chairs will be allowed. They shall submit an application which will then be used to shortlist applicants for an interview with the Secretariat and the MUN Club Supervisor.

Official Group Chat

The event that delegates create a group chat to communicate with each other is almost certain. However, this does raise the risk of degrading and bullying. To address this, the EB of each committee shall create a group chat using Slack where delegates can discuss debate prior to the conference while also requesting that the delegates include at least one member of the EB in any group chats they create on an external platform.

Committees

United Nations Security Council (UNSC)

The UNSC will have an additional Vice Chair, bringing the total number of EB members to three: Chair and two Vice Chairs. This is due to the level of experience needed to take part in, and hence moderate, this specialised committee. This

committee will be Chaired by [REDACTED] and Vice Chaired by [REDACTED]. The second Vice Chair is yet to be decided.

Disarmament and International Security Committee (DISEC)

This committee will be Chaired by [REDACTED].

Social, Humanitarian and Cultural Committee (SOCHUM)

This committee will be Chaired by Manas Sadasivuni.

United Nations Environment Programme (UNEP)

This committee will be Chaired by [REDACTED].

International Press Corps (IPC)

The IPC will consist of multiple Press Corps who shall report on developments in the committees and will send draft articles to the Chair. The Chair will also assign the Press Corps to a committee. The press corps will be permitted to interview some delegates from the committee in the form of a press conference.

Team Members

Secretariat

Secretary General

The Secretary General will coordinate between the different teams and aspects of the MUN and ensure that all work is done as per schedule. The Secretary General is responsible for the MUN as a whole and acts accordingly. This role will be fulfilled by Manas Sadasivuni.

Deputy Secretary General

The Deputy Secretary General will take up various administrative responsibilities, ensure the coherence of activities and programs, and act as the prime advisor to the Secretary General. This role will be fulfilled by [REDACTED].

Under Secretary General for Administration and Delegate Affairs

The Under Secretary General will coordinate between the Secretariat and the Organising Committee as well as perform various administrative duties. This role will be fulfilled by [REDACTED].

Director General

The Director General will perform duties similar to that of the Secretary Generals but is not wholly responsible for the MUN and is more focussed on the operational side, such as ensuring delegations and members of the EB have been allocated. This role will be fulfilled by [REDACTED].

Organising Committee

The Organising Committee will be open to students ranging from Grade 9 to Grade 12. While some roles will work more closely with others, this does not mean that any role will be barred from collaborating with another.

Graphic Designer

The Graphic Designer will create graphics to be used on social media posts and on the website. A design guide will be created to ensure consistent branding throughout the MUN. The Graphic Designer will work closely with the Social Media Manager and Website Designer.

Social Media Manager

The Social Media Manager will post updates and information regarding the MUN onto an Instagram account as well as promote the event. The Social Media Manager will work closely with the Graphic Designer, Q&A Team (delegates may send a direct message to clarify information), and the Writer.

IT Manager

The IT Manager will ensure that the Zoom meetings, presentations, and email addresses are functioning as intended and will provide general tech support. The IT Manager will work closely with the Website Designer.

Q&A Team

The Q&A Team will answer questions sent by delegates prior to and during the MUN. These may be in the form of an email, direct message, or any other form of communication. The Q&A Team will work closely with the Social Media Manager.

Website Designer

The Website Designer will create and manage the website. They will ensure that all information presented on the website is accurate and up-to-date. The Website Designer will work closely with the Graphic Designer and Writer.

Writer

The Writers will aid the Executive Board in the creation of committee background guides and other guides as necessary. They will also write and review all information that is produced to ensure it is accurate and communicates the intended message. The Writer will work closely with the Graphic Designer, Social Media Manager, and Website Designer. Writers with extensive knowledge of Model United Nations and global affairs will be encouraged to join the International Press Corps (IPC).

Executive Board

Note: the Chair and Vice Chair can both receive messages from delegates relating to procedure or factual inaccuracies.

Chair

The Chair will be in charge of creating agendas and background guides for their respective committee. During the conference, the Chair will moderate debate and ensure that the rules of procedure are followed. The Chair will also judge delegates for award nominations.

Vice Chair

The Vice Chair will help create background guides for their respective committees, moderate aspects of committee in constant coordination with the Chair and will

assist the Chair in deciding award nominations. Vice Chair positions will be open to external applicants as well as internal applicants. Both types of applicants will be required to submit an application form.

Logistical Information

Documents

These documents will either aid the Secretariat and Organising Committee or will be released to delegates. These documents will also be prepared with the assistance of Writers from the Organising Committee in addition to the specified roles. This list of documents may not be complete, but all work will be coordinated efficiently in the event a document is overlooked

Timeline of Deadlines

A roadmap of what must be done to ensure that the MUN is fully prepared for. This will be prepared by the Secretariat as a whole.

Design Guide

A guide dictating colours, fonts, spacing, and other visual elements to ensure the social media posts and the website are consistent with each other. This will be created by the Graphic Designer, Website Designer, and Secretary General.

Vice Chair Application Form

An application form to be released to the public as an initial method of filtering EB Vice Chairs. This form is intended to be filled by both internal and external candidates. This form will be created by the Director General.

Delegate Application Form

An application form to be released to the public via the website. This form is intended to be filled by both internal and external candidates. This form will be created by the Under Secretary General.

Committee Background Guides

A guide containing information relevant to the committee and its agenda, this is intended to be released to delegates. This guide will be prepared by the Chair and Vice Chair.

Conference Schedule

This will outline the time of committees as well as the opening and closing ceremony. This will be prepared by the Secretariat and the Executive Board of all committees.

Country Matrix

This document will list the potential delegations for each committee and will be released to the public. This will be prepared by the Secretary General and Director General.

Delegate Allocations

This will be a series of emails to be sent to delegates informing them of which country and committee they have been allocated to. This will be prepared by the Director General.

Delegate Manual

The delegate manual will contain the following sections:

Rules of Procedure

This will outline the rules and regulations that will be followed during the conference and will be released to delegates. This will outline all points, motions, and yields that will be allowed as well as providing an overview or MUN procedure. This will be prepared by the Secretary General and Deputy Secretary General.

Position Paper Guide

This will outline the expectations and qualities of a good position paper. This will be released to delegates. This guide will be prepared by the Secretary General and Deputy Secretary General.

Resolution Guide

This will outline the format of a resolution and will include a list of preambulatory and operative clauses. This will be prepared by the Secretary General and Deputy Secretary General.

Code of Conduct

This will clearly communicate the behavioural and ethical expectations of the Secretariat and Organising Committee. This document will be released to the public and will be prepared by the Secretariat and Head of the Organising Committee.

Zoom Guide

This will act as a manual explaining features that will be used frequently during the conference and will be released to delegates. This will be prepared by the IT Manager.

Slack Guide

This will reduce the learning curve that will be faced by the delegates as well as communicating the expectations of the EB

Software

Zoom

Zoom offers a plethora of features that will be integral to the flow of debate, namely the ability to send private messages and the ability to vote. A Zoom subscription will have to be purchased to remove the 40-minute time limit, fortunately, multiple meetings can be held simultaneously using the same subscription plan with a maximum of 9 meetings.

WordPress

WordPress allows for seamless collaboration within the team and is referred to as the most popular content management system and is used extensively in web development. Due to the popularity of WordPress, a large catalogue of plugins and guides are available to aid in the creation of a website.

Airtable

Airtable has the collaborative powers of Google Docs and the features of Microsoft Excel. While Google Sheets does offer some features, Airtable would be a solution more suited to a live conference due to its flexible nature.

Slack

Due to the size of the Organising Committee, Google Hangouts will not be a sufficient solution. Using Slack allows for multiple chats for the different teams as well as committee wide announcements. In addition, it has proven itself to be the solution for managing teams and is widely used in corporate environments. As such, Slack will be used to coordinate tasks and deadlines prior to the MUN as well as provide a platform for delegates to communicate with each other during committee.