

YMCA YOUTH CONFERENCE ON NATIONAL AFFAIRS

Mountain Manual

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I. The Background of the Conference

In 1967, a group of young people, having enjoyed their experience in the State Youth in Government Programs, determined that the experience could be broadened to a more meaningful level by participation in a conference dealing with matters of national and international concern. As a result of their idea and the work that followed, the first YMCA Youth Conference on National Affairs had its small beginning in 1968 at Stone Mountain, Georgia. There were eight states in attendance and the Sears Foundation was generous enough to underwrite the program expenses of the conference. The conference direction was established by the tremendous attitudes of the youth involved the first year and made it possible for subsequent conferences to be improved and strengthened. Since the first conference in the summer of 1968, the number of states participating has grown to 34 and 650 participants last summer. The program took an international turn with the involvement of students from France participating in 1988 and a Soviet delegation in 1989. It is anticipated that the program will continue to grow until youth from all states with Youth in Government programs are involved.

A. Purpose of the Conference

This program offers unusual opportunities for a young person to do research in the area of national and international concerns; to organize this information into a document proposal; to engage in intensive discussion; and to debate these proposals with outstanding young people from other states. Advisors and young people who have participated in the YMCA Youth Conference on National Affairs are unanimous in their belief that this experience makes a vital contribution to helping citizens learn more about the democratic form of government. In addition to the above, the specific objectives of the conference include:

1. Increased awareness of national concerns and issues.
2. Increased understanding of the Federal Government and its relation to state, national and international matters.
3. Enhanced communications to appropriate persons and groups at the Federal government level.
4. Increased understanding of needs, responsibilities, and opportunities of youth in government.
5. To work creatively together with youth and adults.
6. Strengthen commitment and better understanding of the Christian values of the YMCA.

B. It is important to keep in mind that this is a CONFERENCE and not a legislative session. The major working objective is to prepare and consider in depth proposals relating to crucial national and international concerns, then to determine the priorities for these concerns in order that youth representatives may present those of highest priority to responsible government officials. The use of technical motions and restrictive parliamentary procedure will be discouraged.

C. The Conference Planning Committee (CPC) is composed of advisors selected by the Director of the conference.

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II. Delegation Selection

The delegates are selected from individual state Youth in Government Programs. Each year, the CPC will determine the maximum number of delegates that any one state may send to the conference. States not having a Youth in Government program but desiring to take part may apply directly to the Conference Director. Delegations of five or more must have one advisor. States are required to bring one adult for every 10 youth attending.

A. Qualifications

Each young person desiring to participate in the YMCA Youth Conference on National Affairs must have participated in his/her state YMCA Youth in Government program (if one exists) and must prepare a written proposal on a matter of national or international concern. (Young people participating as members of the Conference newspaper need not prepare proposals, as described in Section X). The proposal must not exceed one page (front and back, typed, single-spaced) and must be submitted to the conference director by the appropriate deadline.

B. Pledge of Responsibility

Each person who attends the Conference (delegates and adults) pledges to devote his/her time and energies toward the goal of the conference, to read the rules carefully, and to abide by them in all aspects.

III. Proposals

Each delegate participating in the Conference is required to write a proposal on a matter of importance to our nation. It may be national or international in scope. Each delegate within a State must clear his/her proposal topic with the State Director. It is mandatory that each delegate within each State write on a different topic. This will mean that a state with 12 delegates will have 12 different topics. However, some or all of these topics may be duplicated by delegates from other states.

IV. PROPOSAL SHARING GROUPS

All delegates will participate in a Proposal Sharing Group (PSG) on the first day of the Conference. The purpose of PSGs is to provide a supportive and helpful setting in which to study and discuss proposals in conceptual form. It should be considered a brainstorming session in which delegates share ideas for strengthening one another's proposals.

- A) PSGs will consist of 10-15 delegates from different states who have written proposals on dissimilar topics
- B) The PSGs shall be led by a facilitator selected by the Conference Planning Committee (CPC), based on the recommendations from State Directors prior to the start of the Conference. The facilitator must have been a participant in at least one previous Conference on National Affairs

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- C) The facilitator will determine the total amount of time allotted for each proposal by dividing the total number of participants by the total number of minutes scheduled for the sharing group
- D) The facilitator shall moderate discussion and keep time
- E) The author is not required to incorporate the suggestions into the proposal
- F) No voting, debating or scoring of proposals will take place in PSG

V. COMMITTEE HEARING GROUPS

A) Selection of Committee Chairpersons

1. State delegations with five or more delegates will be requested to submit the names of two delegates to the Conference Director for possible selection as PSG facilitators or Committee Hearing Group Chairpersons
2. State delegations with fewer than five delegates will be requested to submit the name of one delegate for possible selection as Committee Hearing Group Chairperson
3. The Conference Director will appoint Committee Chairpersons (and alternates as needed) from names submitted by each state director
4. Committee Chairpersons may not be first-year delegates and must have previous presiding experience
5. Each Chairperson is required to study his/her responsibilities in advance and to review the procedures of the committee as they appear in this Mountain Manual and related materials
6. Chairpersons shall meet with Presiding Officers at the beginning of the Conference to receive training in committee procedures
7. Chairpersons not attending training will be replaced by alternates

B) Committee Hearing Group Advisors

1. One adult advisor designated by the Conference shall be in attendance during each committee session. This advisor shall serve as a liaison between the committee and the conference advisor tabulators

C) First Committee

1. The purpose of the First Committee Hearing Group (FCHG) is to study and discuss each proposal assigned to the committee, to make any amendments deemed necessary by the majority and to rank the proposal in order of priority. First Committee shall be comprised of delegates with similar proposals
2. There shall be a committee comprised entirely of proposals that were published in their final form after the proposal publication deadline.
 - a. Twelve per cent (12%, rounded up to a whole number) of proposals, but no more than 6 total, will advance to the Second Committee Hearing Group.
 - b. Proposals advancing from this committee will merge with a pre-determined Second Committee Hearing Group.
3. Each FCHG will have a clerk who is selected by the Conference Director. Each delegation may nominate a clerk who is neither a 1st Year delegate nor a senior who has graduated the previous year. The clerk shall keep time, assist the chair with paperwork, and serve in the chairperson's absence.
4. Combination of similar concerns occurs prior to and in FCHG. It is recommended, but optional, that authors dealing with identical topics combine

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proposals. An author intending to combine with another in the same FCHG must do so during the preparation time, before the regular order of business, at the beginning of FCHG. These delegates must notify the FCHG Chair as soon as possible to facilitate the agenda. Combination of proposals from different FCHGs must be approved by the Conference Director prior to the start of First Committee. Combination of proposals after FCHG preparation time is not permitted.

5. A strict agenda must be adopted and followed at the outset of the FCHG. Five and three-quarters hours (345 minutes) are allotted for FCHG. Thirty (30) minutes at the beginning of the session will be reserved for the Chairperson to explain the rules, arrange the agenda and answer questions. The remaining five and one-quarter hours (315 minutes) will be divided equally among the proposals for debate and scoring. (Minutes divided by the number of proposals equals the amount of time per proposal). The above time allotments must include sufficient time to score proposals at the conclusion of each proposal presentation. Time allotments may be adjusted by the Chair to fit the committee needs
6. The order in which proposals shall be heard will be determined at random. This order shall not be determined by proposal number.
7. Proposal timeline. Each proposal shall be considered in the following manner:
 - a. Opening remarks by the proposal author (2 minutes)
 - b. Non-debatable, technical questions (2 minutes)
 - c. Chairperson opens debate
 - d. Con and pro speakers will alternate; beginning and ending with a con (1.5 minutes each)
 - i. Upon recognition, a delegate shall state his/her name and delegation. He/she shall not be required to seek additional permission to address the floor in the form of a statement.
 - ii. Delegates must continue to seek permission, through the chair, to pose a series of questions to the proposal author.
 - iii. A delegate must reserve his/her right to make a motion.
 - iv. Yielding is not in order during FCHG unless it is to the author's closing summation
 - v. Amendments are in order after the first round of con-pro debate until, but not including, the last round of con-pro debate
 - vi. Previous question is in order after the first round of con-pro debate and must be approved by a 2/3 vote of the committee
 - e. Author's summation (2 minutes)
 - f. Proposal scoring ballot distributed to each person or combined author group
 - g. Scoring ballots returned to chair
8. The author must present the proposal in the form in which the author wishes it to be debated. Friendly amendments may be incorporated only prior to the start of FCHG

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9. Decorum during committee sessions
 - a. Points of order, points of information, motions to table and motions to suspend the rules to extend debate are not in order
 - b. A delegate seeking to be recognized should remain seated and raise his/her placard. He/she should not call out
 - c. Do not raise your placard or hand while a speaker is addressing the chamber
 - d. Refer to another speaker as "the previous delegate," not by proper name
 - e. Do not reference other proposals or amendments
 - f. Face and hand gestures are not permitted during another delegate's speech
 - g. Remain seated and quiet during an author's opening and summary statements
10. Amendment procedure
 - a. Amendments must be submitted in writing to the Clerk. The motion to hear an amendment may be made by any delegate recognized by the Chair, not only the amendment author
 - b. One (1) minute opening statement for author of the amendment
 - c. One (1) minute con speech
 - d. One (1) minute pro speech
 - e. Thirty (30) second statement from the proposal author
 - f. Vote on amendment. Amendments must be approved by majority vote. Author consent is not required for amendment passage
11. Scoring
 - a. When scoring occurs there will be one score for each proposal presented. (If six authors combine their proposals into one, each shall receive 1/6 of one score)
 - b. Scoring will occur immediately after each proposal is presented
 - c. Each delegate completing a scoring ballot should consider the following criteria:
 - i. National/international importance
 - ii. Evidence of author research
 - iii. Feasibility
 - iv. Preparation and presentation
 - v. Originality
 - d. Nine (9) proposals with the lowest raw score total will advance to Second Committee Hearing Group (SCHG)
12. Proposals assigned to a FCHG may be withdrawn only by a majority vote of the Committee. If the author wishes to withdraw his/her sponsorship of a proposal and it is not the desire of a majority of the committee, the committee is responsible for finding a new proposal sponsor. Upon withdrawal of a proposal during FCHG the author of said proposal shall forfeit voting privileges during that committee. If no author is present at the Conference for a proposal that is assigned to a committee, the proposal is automatically withdrawn

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D) Second Committee

1. The Second Committee Hearing Group (SCHG) consists of a combination of two (2) committee groups from the FCHG process
2. The Co-Chairs of the SCHG will consist of the two (2) Chairs of the FCHGs. Each Co-Chair shall preside 50% of the time. A rotation schedule shall be determined by the Co-Chair teams prior to the first meeting of the SCHG
3. All proposals will be scored using the criteria listed under the FCHG process and ranked in the same manner. The top ranked seven (7) proposals from each of the SCHGs will advance to a Third Committee Hearing Group (TCHG)
4. SCHG rules of procedure are the same as those used for the FCHG with the following exceptions:
 - a. Five and one-half hours (330 minutes) are available for rules, debate and scoring. Explanation of the rules will be five (5) minutes, leaving five hours and twenty-five minutes (325 minutes) for proposal debate and scoring. (Divide 325 minutes equally by the number of proposals assigned to the SCHG)
 - b. If a combined proposal does not advance to the SCHG, each author shall have a full vote/score in SCHG. SCHG delegates whose combined proposals appear on the docket shall continue to share a vote/score
 - c. The order in which proposals shall be heard will be determined at random. This order shall not be determined by proposal number.

E) Third Committee

1. Each Third Committee Hearing Group (TCHG) is comprised partially of the delegates whose proposals do not advance from the SCHG process. Those delegates whose proposals advance from the SCHG will be assigned to a TCHG which is comprised of delegates who have not yet reviewed these proposals
2. All proposals will be scored using the criteria listed under the FCHG process and ranked in the same manner. The top two (2) Proposals from each 3rd Committee, plus the two (2) with the best score of the 3rd highest ranked will advance to the Plenary Session. The next highest ranked eight (8) proposals from each of the TCHGs will advance to General Assembly.
3. The Presiding Officers of the Conference shall serve as the TCHG Chairpersons and remain neutral during debate
4. The order in which proposals shall be heard will be determined at random. This order shall not be determined by proposal number.

5. Proposal timeline. Each proposal shall be considered in the following manner:

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- a. Debate is limited to fifteen (15) minutes
- b. Opening remarks by the proposal author (2 minutes)
- c. Non-debatable, technical questions; (factual only) (2 minutes)
- d. Chairperson opens debate. Con and pro speakers will alternate; beginning and ending with a con. (1.5 minutes each)
 - i. Upon recognition, a delegate shall state his/her name and delegation. He/she shall not be required to seek additional permission to address the floor in the form of a statement.
 - ii. Delegates must continue to seek permission, through the chair, to pose a series of questions to the proposal author.
 - iii. A delegate must reserve his/her right to make a motion or yield time to another delegate.
 - iv. Authors may not speak as an individually recognized pro speaker during debate
 - v. A delegate shall not be required to speak for a minimum length of time before it is in order to yield to another delegate, provided that, before addressing the floor, the recognized delegate declares his/her intention to yield. When yielding time to another delegate, the speaker is required to state the other delegate's name and delegation.
 - vi. A delegate who accepts yielded time from a recognized speaker shall be charged one recognition. If the delegate declines to accept the yield, he/she shall not be charged a recognition. A delegate who accepts yielded time will be allowed to either question the patron or use their time to address the chamber, but not both.
 - vii. Amendments are in order after the first round of con-pro debate and remain in order for five (5) minutes only. Presiding Officers will notify delegates when amendments are in order and when the five (5) minutes have elapsed
 1. Amendments must be submitted in writing using the amendment form provided by the Conference
 2. Presiding Officer will determine if the amendment is germane
 3. Amendments will be considered once the proper motion is made by any recognized delegate. The action will not be counted as pro or con time but will count against allotted proposal time
 - a. One (1) minute opening statement by the delegate who is amending
 - b. One (1) minute con speech
 - c. One (1) minute pro speech
 - d. Author's position (30 seconds)
 - e. Vote on amendment. Passage requires majority vote
 - viii. Previous question is in order after seven (7) minutes and must be approved by a 2/3 vote of the committee
- e. Author's summation (2 minutes)

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- f. Proposal scoring ballot distributed to each person or combined author group
- g. Scoring ballots returned to chair

VI. GENERAL ASSEMBLY/PLENARY

General Assembly/Plenary Sessions will be held to enable all Conference delegates to consider proposals advancing from TCHGs. Rules governing consideration of proposals are intended to expedite debate

A) General Assembly

1. Delegates will be assigned to a General Assembly by the proposal book. If a delegate's proposal advances from TCHG, he/she will be a permanent member of the General Assembly to which their proposal is assigned. All other delegates are members of the General Assembly to which they are assigned in the proposal book and shall not be allowed admission to the other General Assembly
2. Presiding Officers shall serve General Assembly/Plenary as chairpersons, clerks, timekeepers, parliamentarians and rovers. Presiding Officers will alternate General Assemblies to allow exposure to all delegates prior to the Plenary Session
3. When possible, all seating shall be staggered to enable Presiding Officers to identify those desiring to speak. It is required that delegates occupy seats designated by Presiding Officers
4. Procedures for Proposals
 - a. Proposals will be considered according to the calendar presented by the Conference
 - b. If two proposals with conflicting views on the same topic reach General Assembly/Plenary they will be presented back-to-back and then voted upon
 - c. Total amount of time allocated to each proposal shall be thirty (30) minutes.
 - d. After one (1) hour of General Assembly/Plenary debate Presiding Officers *may* specially seek to recognize those delegates who have not spoken for the day
5. Proposal timeline. Each proposal shall be considered in the following manner:
 - a. Opening remarks by the proposal author (4 minutes). The author may yield unused time to technical questions, the author's summation or to the Chair
 - b. Non-debatable, technical questions; (factual only). (4 minutes)
 - c. Three (3) minutes for a con intent speaker
 - d. Two (2) minutes for a pro intent speaker
 1. Each intent speech shall count as one (1) recognition
 - e. Chairperson opens debate. Con and pro speakers will alternate; beginning and ending with a con. (2 minutes each)
 1. Upon recognition, a delegate shall state his/her name and delegation. He/she shall not be required to seek additional permission to address the floor in the form of a statement.

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2. Delegates must continue to seek permission, through the chair, to pose a series of questions to the proposal author.
3. A delegate must reserve his/her right to make a motion or yield time to another delegate.
4. Authors may not speak as individually recognized pro speakers during debate
5. The floor is not relinquished by a speaker unless the delegate yields his/her time to some other specifically named delegate, (name and state required)
 - i. Only one delegate may approach the front of the assembly to accept the yield and must approach with the recognized delegate
 - ii. Yielding to another speaker or the author's summation is in order, provided the right is reserved upon initial recognition by the Chair.
 - iii. Any yield must be made to a speaker of the same opinion. Pro speakers may yield to the author
 - iv. Accepting a yield shall count as one (1) recognition.
6. Amendment procedure. Amendments are in order after the first round of con-pro debate and remain in order for fifteen (15) minutes only. Presiding Officers will notify delegates when amendments are in order and when the fifteen (15) minutes have elapsed.
 - i. Amendments must be submitted in writing using the amendment form provided by the Conference and must include the name(s) of the author(s). The proposal author may not add or submit a friendly amendment. Amendments shall not be recognized on yielded time
 - ii. Each amendment must be submitted to the parliamentarian for approval. Presiding Officers shall determine if the amendment is germane. Relevance will be determined by the justification, purpose and proposal for action as written in the proposal
 - iii. Once a delegate's amendment has received the approval of the parliamentarian, the delegate has been recognized and the motion to consider the amendment has been made, the amendment is submitted to the Chair
 - iv. Upon submission to the Chair, the amendment shall be read before the Assembly. The motion to consider the amendment must be seconded and approved by a majority of the Assembly. If the motion fails the delegate shall not be charged a recognition. This action will not be counted as pro or con time but will count against allotted proposal time
 - a. One (1) minute opening statement by the amendment author
 - b. One (1) minute con speech (counts as one half of one recognition)
 - c. One (1) minute pro speech (counts as one half of one recognition)
 - d. Proposal author's response (1 minute)

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- e. Vote on amendment. Passage requires majority vote
7. Author's summation (2 minutes)
8. Previous question is in order after twenty (20) minutes and must be approved by 2/3 of the assembly. For previous question to be moved prior to the time limit all Presiding Officers in that assembly must agree
9. Points of order and motions to table are not in order
10. Suspension of the rules is in order for the purpose of extending debate and requires a 2/3 vote of those present for the first suspension and unanimous consent for a second suspension during the same proposal
11. Questions regarding procedure or other information must be directed privately to the parliamentarian or rover(s)
12. Approval of a proposal in GA/Plenary shall be recorded by delegates standing in conjunction with a voice vote unless division of the assembly is called. In such a case the vote shall be recorded by a standing vote. The Presiding Officers may call for a division if there is any doubt about the voice vote.
13. Absolutely no clapping is permitted after the defeat of an amendment, a proposal or after any speaker. Controlled applause will be allowed following the passage of a proposal, but delegates may not leave their seats to congratulate the author except to do so outside the chamber
14. A delegate shall not be charged with a recognition when presenting his/her proposal
15. Periodically in the General Assembly/Plenary session, after the chambers have been sealed and after a vote, Presiding Officers may call a caucus. Each CLC representative, or their designate, shall record attendance of his/her delegation and report absent delegates to the Parliamentarian.

B) Plenary Session

1. On the Conference's final day, all delegates will gather in Plenary Session to discuss the two (2) highest-rated proposals from each TCHG; total of eight (8)
2. Rules of procedure in Plenary Session shall be identical to those in General Assembly
 - a. The record for recognitions shall begin anew. The Chair shall recognize delegates without regard to any prior recognitions in any other chamber.
 - b. Consent Calendar: To assure consideration of meritorious proposals that do not advance to Plenary Session through the Committee Hearing Group process, the CLC shall develop a calendar of such proposals for accelerated consideration by the Plenary Session
 - i. After the conclusion of First and Second Committee Hearing Groups, the Chairpersons shall provide a Presiding Officer a list of eligible proposals that did not advance. Each Presiding Officer shall likewise develop such a list after the conclusion of TCHG

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- ii. CLC members may also recommend proposals for the consent calendar no later than the Wednesday CLC meeting
- iii. At the Tuesday CLC meeting, nominated proposals shall be announced by Presiding Officers. CLC members shall discuss these proposals with delegations during Tuesday morning delegation meetings and informally throughout that day
- iv. Each nominated proposal shall be voted upon at the Wednesday CLC meeting. Those proposals receiving 4/5 approval of the CLC and the Presiding Officers shall be placed on the Consent Calendar
- v. During Thursday's Plenary Session, each proposal on the Consent Calendar will be presented by its sponsor(s) for two (2) minutes, immediately followed by a vote. Passage requires 2/3 approval of delegates present and voting

VII. Robert's Rules

1. When there are no special YMCA National Affairs rules, Robert's Rules of Order shall be used.

VIII. Changes to Rules of Procedure

1. Rules may be changed by submitting the proposed change in writing to the CLC. Upon approval the CLC shall recommend the rule change to the Conference Planning Committee for the next Conference.

IX. Recognition

- A. In all committees, General Assembly, and Plenary Sessions, except where noted, the following procedure shall be observed:

1. Upon recognition by the Chair, and declaration of the delegate's name and display of his/her placard for the entire time recognized, a delegate may exercise one or all of these actions without further impediment:
 - i. Address the chamber
 - ii. Ask a series of questions of the proposal author, provided the author's permission is sought through and granted by, the Chair.
 - iii. Yield remaining, unused time to another speaker (in compliance with specific committee rules), provided this intention is declared upon assumption of the floor.
 - iv. Make one motion (A motion shall preempt yielding the floor. Motions shall not be recognized during yielded time.)

- B. The use of any prop while speaking will be called out of order during all committees, General Assembly, and Plenary.

- C. A "Prop" shall be defined as any external, non-verbal element which is used during the course of a recognition to demonstrate a point. Examples of props are, but are

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not limited to charts, pictures, magazines, printed research, etc. Brief gestures with a proposal book or a notebook are not considered use of a prop.

- D. Delegates who receive recognition during pro-con debate shall speak only from designated areas in the chamber during 2nd, 3rd, General Assembly, and Plenary Sessions. A podium or lectern shall serve as the designated area. In rooms without a podium or lectern, the Chair shall designate an appropriate area.
- E. If a delegate is called out of order prior to addressing the floor, the chair shall seek a different, replacement, speaker of the same intent (pro or con) rather than a speaker of the opposing intent.

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- X. Decorum During Committee Sessions
- A. Points of order, points of information, motions to table and motions to suspend the rules to extend debate are not in order
 - B. A delegate seeking to be recognized should remain seated and raise his/her placard. He/she should not call out
 - C. Do not raise your placard or hand while a speaker is addressing the chamber
 - D. Refer to another speaker as "a previous delegate," not by proper name
 - E. Do not reference other proposals or amendments
 - F. Face and hand gestures are not permitted during another delegate's speech
 - G. Remain seated and quiet during an author's opening and summary statements
- XI. Conference Life Committee

The Conference Life Committee (CLC) is composed of the Presiding Officers and representatives elected by each state delegation that is comprised of five (5) or more delegates and whose names are submitted to the Conference Director by their respective State Directors. State delegations with fewer than five (5) delegates will combine their groups and select one (1) CLC Representative to represent them on the CLC. All CLC Representatives may not serve as Committee Hearing Chairpersons.

The CLC meets at the beginning of the Conference and as frequently thereafter as it deems necessary to make decisions that will ensure the best operation of the Conference in all its aspects. The CLC will consider and recommend group life controls and guidelines and handle requests from Conference members.

All proposals on general rules pertaining to the operation of the General Assembly/Plenary Session must go through the CLC for approval. The CLC will make decisions on the interpretation of the rules and all other operations of this year's conference. It will also make recommendations for next year's conference. The Conference Life Committee Advisor will serve as the advisor to the CLC and will assist as requested by the committee.

XII. Delegation Roundtable Chairs

Each delegation will select a Roundtable Chair before the conference. This delegate will be responsible for leading the debriefing session in the nightly delegation meeting. This is designed for delegates to express their joys and frustrations of the day. There will be a training session for these Roundtable Chairs on the first day of the conference.

XIII. Conference Resource Advisors

Qualified persons knowledgeable in the areas of national and international affairs will serve as resource persons to the conference. It is their role to meet with any young person who seeks information about proposals under consideration. The role of the Conference Resource staff is NOT to do research for one's own proposal. If at all possible, the Resource people will be of alternative views and free of vested interests. Resource persons may be quoted by the delegates.

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XIV. Conference Media Program

The Conference newspaper and Web Log will report on special events, proposed changes in the rules of the Conference and other events of interest to conference participants. Each state is encouraged to bring a member of their press corps to serve on the staff of the Media Program. One youth delegate will be asked to serve as the editor of each area of the Media Program

Members of the Media Program will not submit a proposal. Members of the Media Program may debate in General Assembly/Plenary Session.

XV Dress Code

Committee hearing group dress code is business casual: Dress shorts, sport shirts, and blouses will be permitted until the end of the 2nd Committee. Bare midriffs, tank shirts, jeans, jean shorts, and t-shirts may be worn during free time only. Delegates are allowed to wear state delegation t-shirts all day Sunday.

(Note: the conference photo will be taken after breakfast on Tuesday. Business attire is recommended.)

During 3rd Committee and General Assembly/Plenary Session, young men and women are expected to wear nice business attire with appropriate dress shoes. (Note: Young men are expected to wear dress slacks, dress shirts with a tie, and most young men choose to wear a coat. Young women are expected to wear dress slacks, shirts, blouses, and dresses-most young women choose to wear business suits or dresses.) Delegates will not be allowed to wear hats during 3rd committee and General Assembly/Plenary Session.

XVI Behavior

A. Mature and responsible behavior is expected from each delegate. Delegates should practice the four core values of the YMCA: caring, honesty, respect, and responsibility.

B. Delegates will be expected to adhere to the Conference curfew. Evening discussions may be held in the lobby of Lee Hall by those who wish to discuss the issues prior to curfew. Curfew lasts until 6:00 a.m. The only exception is a trip to, and only to, the bathroom.

C. No one is permitted to leave the conference grounds. If, for any reason, a delegate should have to leave, he/she must clear this with the Conference Office and his/her advisor. Those delegates driving to the Conference will be asked to leave their keys with the Conference Office.

D. Men will not be permitted on the women's floors, and women will not be permitted on the men's floors. Participants are allowed to use the inside stairwell in Lee Hall to access their floor. Participants will be allowed to enter any floor for the limited purpose of accessing the stairwell. .

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- E. Use of tobacco is not permitted.
- F. Any delegate who violates rules A-E shall be dealt with on an individual basis at the discretion of his/her state advisor. The Conference Director shall have the ultimate decision. Possible penalties include but are not limited to:
 - 1. Suspension of free time
 - 2. Loss of proposal sponsorship
 - 3. Loss of speaking privileges
 - 4. Required formal apology to the conference
 - 5. Loss of delegate privileges and departure from the conference.
- G. Delegations who fail to adhere to the posted curfew or other major offense will lose their speaking privileges for the entire next day.
- H. This is a YMCA Conference and there will be no drinking of alcoholic beverages or use of drugs for non-medical purposes. Those in violation of these rules will be asked to contact their parents and make immediate arrangements for their departure.
- I. No fire burning in buildings, i.e., incense, candles, etc.
- J. All personal electronic devices must be turned off during sessions.

XVII. Meals

Attendance is required at all meals, and all participants are required to be on time for all meals. This includes breakfast, even though some delegates may not eat breakfast at home. All important announcements are made for the day following this meal. Any delegate who underlines or highlights this sentence may bring their Mountain Manual to the Info Depot for a super special prize.

XVIII. Athletics and Free Time

This is a working conference, thus very limited time is available for athletic competition or free time events. There will be planned recreational programs, including trips to points of interest on the one free afternoon. Blue Ridge has tennis courts, a gymnasium, swimming pool and other excellent facilities. The mountains lend themselves to hikes and mountain climbing. All recreation will be coordinated by a member of the Conference Advisor Staff.

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XIX. Devotionals

There will be a planned devotional at the close of each day.

XX. Awards

- A. Presiding Officers - At the closing program, recognition will be given to the six delegates and six alternates selected for their outstanding statesmanship by the presiding officer selection committee. (The procedures of this committee are available from the Conference Director). These six delegates will preside over the Third Committee Hearings and the General Assembly/Plenary Session the following year, provided they continue to show exemplary leadership qualities and serve as role models for the conference participants as determined by the Conference Planning Committee.
- B. Outstanding Statesmen will be recognized by a committee of adults chosen by the Conference Director. The Committee will recognize delegates who not only debate well, but also exhibit poise and tact.
- C. Media Program Recognition will be given to the member of the Media Program who has distinguished him/herself by extraordinary effort, writing and commitment to the conference media coverage. Such delegate shall be selected by the Media Program advisors in consultation with the Conference Director.
- D. Outstanding Proposals will be recognized by the Resource Advisors.
- E. The Chandler Scholarship for Outstanding Christian Leadership
- F. Premier Delegations - Those delegations who have met the following criteria will be named Premier Delegations at the closing ceremony on the last night of the Conference. All Premier Delegations will be listed on the first page of the Conference manual the following year. Criteria for selection are:
 - 1. Proposals, applications and fees in (TO THE NATIONAL AFFAIRS CONFERENCE DIRECTOR'S OFFICE in Montgomery, Alabama) by the posted deadlines.
 - 2. 100% Attendance at all Caucuses
 - 3. Exceptional overall behavior of delegation, students and adults (code of conduct)
 - 4. Participation in all scheduled events
 - 5. Representation on CLC
 - 6. Participation in the Media Program (Full Time Delegate or Article Submitted)
 - 7. No more than one proposal submitted on the same topic
 - 8. If there are special circumstances, the state's CLC Representative shall take his/her case to the Conference Director.
 - 9. If all registration criteria is met and a delegate does not come to Conference, it will not count against delegations.

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XXI. Conference Leadership

A. Presiding Officers

1. The following criteria will be used to select Presiding Officers:
 - a. Presiding Experience
 - b. Objectivity
 - c. Maintains poise and maturity under pressure, with intelligence
 - d. Leadership, specifically servant leadership
 - e. Courteous to others
 - f. Consistency in rules
 - g. Good Judgment
 - h. Respect of Peers
 - i. Fairness
 - j. Consistently demonstrates the 4 Core Values of the YMCA: Caring, Honesty, Respect and Responsibility
2. Procedures for Presiding Officer Selection
 - a. The initial list of potential candidates will be drawn from the various committee chairs and CLC members. This is by no means exclusive or exhaustive.
 - b. As members of the P.O. Selection committee observe participants more names are added.
 - c. No one is omitted from consideration because they are not a chair.
 - d. Input will be received from committee advisors, adult delegation leaders, conference leadership, and current Presiding Officers will be sought.
3. Voting and Selection:
 - a. Each committee member will vote for their top twelve (12) choices.
 - b. The vote of the delegates will count as one member of the committee.
 - c. The chairperson(s) will not vote. In case of a tie, open discussion will be held and a new vote will be taken.
 - d. The top six (6) will be selected as Presiding Officers.
 - e. A second vote of the committee will be taken to determine the six (6) alternates.

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B. Adults

The adult advisor is in charge of and responsible for the delegation from his/her state. Advisors to the YMCA Youth Conference on National Affairs serve as encouragers, listeners, and supporters. They are expected to both adhere to, and enforce the conference rules.

It is the young people who are charged with facilitating debate and the youth leadership of the conference.

Each adult advisor is asked to share in the Conference Administration through the following roles, among others:

1. ROLE MODEL
2. Celebration Dinner Decoration
3. Committee Advisor
4. Recreation Coordinator
5. Info Depot
6. Resource Advisor
7. Selection Committees
8. Transportation
9. Medical
10. Media
11. Dance
12. Trips
13. Multi-State Delegation Leader
14. Proposal Flow
15. Night Duty

XXII. Travel

Each state delegation will arrange its own travel to and from Blue Ridge. When advised and possible, a representative of the conference will meet planes and buses. An additional cost is charged for local transportation.

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XXIII. What to Bring

Blue Ridge is located in the Blue Ridge Mountains. The weather in July normally includes hot and humid days but possibly cool nights with some rain. Most rooms are not air-conditioned.

Items to bring:

Alarm Clock

Attire for Celebration Dinner

Attire for Committee, General Assembly, and Plenary meetings

Attire for recreation

Comfortable Dress shoes (no flip-flops)

Athletic shoes

Accessories, socks and underclothes

Toiletry articles

Towels (non white)

Research Material

Copy of health insurance card (front and back) and a personal photo identification card for medical purposes

You may also want to bring:

A Bible

Shoes for mountain climbing

Swimsuit

Water bottles

Camera and Film

Bug spray

Umbrella

Money for snacks and free time activities

Pocket Constitution

(Optional trips may include a bus trip to the Biltmore Estate (approx. \$30) or to another local place of interest.)

Please do not bring these items:

- Knives

- Firearms

- Matches, lighters, Candles, Incense (anything that burns)

- Tobacco Products

- Alcoholic Beverages

- Illegal Drugs

- Skate boards, Roller Blades, etc.

- Expensive jewelry or electronics

- Large amounts of cash

- Animals

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XXIV. Proposal Submission

Proposals will be submitted online either by your state director or by you individually. Please ask your state director for more information.

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Proposal Number: (this will be assigned by conference staff)

Author: (Participant Name, State Delegation)

Title:

(Briefly state the basic action of the proposal)

Major Areas to be Affected:

(List the key entities that would be impacted by this proposal).

Justification:

(In paragraph form, tell why there is a need for your proposal. Include any supportive information, include statistics, quotes, etc., you feel necessary. Don't include all of your facts. You will have an opportunity to present your ideas during debate).

Proposal for Action:

(State your proposal. You may use outline form or paragraph form. This is the main part of your proposal and should be substantial enough to explain fully what you intend to do. You are not writing legislation, rather, a broad proposal.)

Results to be Expected:

(Simply state the result you expect to see after your proposal is put into action.)

The Blue Ridge Spirit

The YMCA Blue Ridge Assembly was established in 1906 as an interdenominational Christian conference and training center by Dr. Willis D. Weatherford. When Dr. Weatherford founded Blue Ridge, he recruited college age young people to work, based on four guiding principles.

1. There is dignity in all labor. Anything ministering to human need is a God given task.
2. Every person must be intellectually respectable and learn to think.
3. Religion is indispensable to building life values.
4. A person must believe in the dignity and worth of individual persons as created in the image of God and worthy of love and respect.

Dr. Weatherford urged students and conference guests to appreciate fully the significance of quiet and meditation. He believed the Assembly with its mountains and natural settings give both the students and guests an opportunity for meditation in their search for future goals.

It is during this time of meditation and sharing that the Blue Ridge Spirit develops an inexplicable force bringing people together from differing backgrounds to share a common experience.

The Core Values of the YMCA

[Excerpted from www.ymcapa.org]

CARING - "For all the law is fulfilled in one word, even in this: "You shall love your neighbor as yourself." Galatians 5:14

HONESTY - "He that speaks the truth shows righteousness..." Proverbs 12:17

RESPECT - "Pay all of them their dues, ... respect to whom respect is due, honor to whom honor is due." Romans 13:7

RESPONSIBILITY - "Religion that God our Father accepts as pure and faultless is this: to look after orphans and widows in their distress and to keep oneself from being polluted by the world." James 1:27

FAITH - "The just shall live by faith." Romans 1:17

**The YMCA Youth Conference on National Affairs is a program of the
YMCA of Montgomery, Alabama.**



*Building Character
Making a Difference
Changing Lives*