

**EXPECTATIONS**  
**University of Hawai'i Student Caucus Delegates**  
**Fall 2013**

Caucus delegates are the critical links between the campuses of the University system and the UH Student Caucus. They represent their campus student governments at every Student Caucus meeting. The Caucus Delegates can raise concerns that affect other campuses for discussion and possible action by the Student Caucus. Being an effective Caucus Delegate requires that the following functions be addressed and performed.

Before Meetings

1. Take the lead and work with your campus student government and campus student government Advisor to complete all facility, meeting, and meal logistics when it's your campus' turn to host the Caucus meeting.
2. Prepare for all Caucus meetings by reading all materials distributed. Jot down your questions, comments, and uncertainties.
3. Call on your campus student government Advisor and/or the Caucus Advisor regarding your questions, comments, and uncertainties.
4. Formulate your perspective around the issues and concerns on the agenda.
  - a. How does this issue/concern benefit students?
  - b. How does this issue/concern hurt students?
  - c. Should I be in favor or against this issue? Why?
  - d. What other information do I need to formulate my perspective?
  - e. What questions do I need to ask? With whom?
5. Discuss your thoughts with your campus student government and incorporate their ideas.
6. As time permits, talk with other students in classes, amongst your friends, in clubs, etc.

During Meetings

1. Attend all meetings and functions as scheduled on a timely basis.
2. Know "the rules" of the organization.
3. Focus on the issue and individuals' perspectives on the issues, NOT ON THE INDIVIDUALS.
4. Articulate your perspectives and the perspectives of your campus student government.

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5. Support your perspectives with summarized facts, observations and details.
6. Advocate rather than criticize. Expect to be challenged.
7. Work to build consensus. Know and deal with the issues appropriately.
8. Be proactive, creative, innovative, and risk-taking.
9. Once a decision has been made, support it. Or at least commit to not sabotage it.

#### After Meetings

1. Convey and share information, materials, decisions, etc. from Student Caucus to campus student government and Advisor.
2. Fulfill your commitments and follow-up on assignments in a timely manner.
3. Report to your campus student government and your student government Advisor any follow-up steps which may need their attention. Solicit their support and assistance.
4. Maintain open communications. Stay in touch with campus student government and Advisor.