

# Team Gam Bei Charter

干杯

**Team Charter for Study Group E 5**

## WHAT IS GAM BEI?

“Gam Bei” is a Chinese term meaning “Dry Cup”. It is commonly used in a social setting to indicate “bottoms up”, similar to “cheers” in the U.S. In Chinese culture this is a term with singular meaning but multiple impacts.

First, when someone says “Gam Bei” to you it is all in proposition. The expectation, no matter how much is in your glass, is for the owner of the glass to empty it in one drink. In this way it is similar to our Gam Bei team. The challenge has been put forth from the program staff. We have been molded together and it is an all or nothing destiny. As Benjamin Franklin said “We must, indeed, all hang together, or assuredly we shall all hang separately”. Gam Bei!

Second, the Chinese find this term a common meeting point for those with diverse backgrounds. When you cannot bond over language, politics, hobbies, pop culture or sports, the time spent over food and drink become an even bigger focus. Just as diverse are the team members of Team “Gam Bei”, and seeking the need to bond. Whether it is our social, cultural, work or faith differences, we are seeking to build the bonds and relationships to propel us through the next 20 months and onward. Gam bei!

Finally, the little known fact about Gam Bei is the strategy some hosts take to particularly focus on one individual in the interest of pushing that person beyond his/her abilities. It is not uncommon for a host group at a dinner to offer “gam bei” to one particular person repeatedly. Just as it is the responsibility of your business peers to come to your side in a situation such as this, we realize that our Gam Bei teammates will need to lean on each other and if we are lucky in the next 20 months we will be able to come to the assistance of one of our team mates to pull them through. Gam bei!

## **COMMON GOALS**

### **ENHANCING OUR LIVES AND OUR CAREERS**

We are participating in the EMBA program to advance and enhance our careers and our lives. We promise to continually assess our future career and life steps, and help each team member plan how to make those steps. We will use the EMBA program as a stepping stone to a larger network, which will help us advance our careers. We will help each other by sharing our networks, and working within and outside our school community.

### **INDIVIDUAL DEVELOPMENT**

Individual development is at the heart of why we are at EMBA. Within the group, we will identify, validate, and learn from each other's strengths, and help each other focus on and improve weaknesses. We will strive to communicate our own opinions, and listen to the opinions each other's perspectives. We will provide moral support, and create an atmosphere in which support can be requested comfortably. We will make sure all voices are heard.

### **LEARNING TO WORK IN A TEAM**

Working well as a team at EMBA will help us be successful as we join teams in the corporate world. We pledge to work efficiently, prepare and contribute earnestly, and to respect the professional and personal sacrifices we are making during this program.

### **MAINTAINING WORK/LIFE/SCHOOL BALANCE**

While we hope to excel in the EMBA program, we realize there are many demands on our lives. One of our main goals is to maintain a healthy work-life-school balance, while learning all we can, and taking advantage of all opportunities possible. Most of all, we want to enjoy the ride!

## **CORE VALUES**

### **THE "CEO" VALUES: WE WILL WORK HARD, BE PREPARED, AND SHARE RESPONSIBILITY.**

Group and project leadership will rotate through the team, giving each person the opportunity to learn from various roles, including meeting leader/facilitator, note taker, project leader, designer, etc. Each member of our team will take his or her role and assignments seriously and will come to the team meetings and conference calls well prepared.

**THE "SCOUT" VALUES:** WE WILL SHOW RESPECT FOR OTHERS, MAINTAIN AN ATMOSPHERE OF OPENNESS, CONDUCT OURSELVES WITH INTEGRITY, BE ACCOUNTABLE AND HOLD EACH OTHER ACCOUNTABLE.

We will succeed without compromising our values. We will show respect for each other in all encounters. We will maintain an atmosphere of openness and acceptance of new ideas. We will live up to the spirit of the Honor Code through the integrity of our actions. And we will hold ourselves and each other accountable for our decisions and commitments.

**THE "ADVENTURE GUIDE" VALUES:** WE WILL STRIVE TO HAVE GOOD COMMUNICATION, HAVE FUN, APPLY INNOVATION

**Communication:** As a team, we will foster good communication by valuing input from each other, listening in an active manner, not interrupting each other, communicating with a purpose, separating facts and emotions, and maintaining awareness of the non-verbal communication we are sending.

**Fun:** We will keep the pursuit of our MBA in perspective. We want to be able to laugh at ourselves and fold the MBA experience into the larger story of our lives. We will participate in activities outside of class and celebrate our personal and professional accomplishments.

**Innovation:** We will challenge one another to push for innovation in our ideas. We will ask, "How can this be done better, or more efficiently, or more creatively?", in the interest of improving our output and performance.

## **POTENTIAL OBSTACLES**

Conflicting work styles and/or personalities

Schedule management: Challenging travel/workload/personal schedules

Misdirected energy under stress

Inequitable workload distribution

Too much/too little/inappropriate feedback

Inaccessible or misunderstood technology resources

Lack of commitment on the part of a member (missed meetings, missed deadlines)

## GROUND RULES/ACCOUNTABILITY

**Rule #1 Respect:** Everyone is expected to participate in scheduled group meetings; one non-emergency exception will be allowed. The group will always strive to schedule meetings at a time that is convenient for every person in the group. Missed meetings due to deaths, births, serious illness or injury will be excused. If you have a deliverable for the meeting, it must still be delivered prior to the meeting itself. In all cases, the moment you discover you are going to miss a meeting, you must contact someone in the team immediately, and facilitator must be informed. If the facilitator cannot be reached, any other team member may be notified.

**If Rule #1 is broken:** Everyone is given one free pass to miss a meeting (non-emergency). If this limit is exceeded, you may earn more passes by buying the whole group drinks for an evening.

**Rule #2 Preparedness:** We will be clear about expectations and deliverables during and between meetings. These expectations will be listed in meeting notes, posted on the Sharepoint site.

**If Rule #2 is broken:** The first time someone attends a meeting unprepared or misses a deadline, we will be forgiving. The second time, we will recognize that this might be a weakness that the person needs help with. If it becomes a chronic problem, and the person is simply not pulling his or her weight, we will discuss this as a team and address appropriately. It is the responsibility of each person to know what's being done by next meeting. If there are any questions about what is expected, please reach out to another team member!

**Rule #3: Conflict Management:** We will be honest and respectful in our communication, providing constructive feedback and embracing the "devil's advocate". However, if conflict transforms from healthy to paralyzing or personal, the conflict must be addressed.

**If Rule #3 is broken:**

In the case of deep disagreement or irreconcilable differences between two or more members, the other members of the group will hold a fifteen minute "intervention", with the goal of helping these team members beyond the conflict. In the case of dysfunctional and chronic conflict within the group, we assign a facilitator to help us resolve the conflict. If a facilitator cannot be pulled from within the group, we will request one from outside the group.

## COMMUNICATION PLAN

We will meet on the first Thursday following a class weekend, and the last Tuesday before a class weekend. Meetings will be expected to last one hour, from 8:00 – 9:00 p.m., unless otherwise scheduled by the group. The meeting leader will rotate by meeting, alphabetically by last name. The leader will publish the agenda on sharepoint by 5:00 on the day of a meeting. The leader will facilitate the discussion and monitor time. The leader from one meeting will be the note taker for the next meeting.

The note taker will be responsible for capturing deliverables, milestones, and other data that the group will need to be effective. These notes will be published on sharepoint within two days after a call.

We will meet twice over the course of a typical weekend at school. Times depend upon the schedule of the weekend.

For team projects, a project leader will be established. The project leader will manage communication about the project through sharepoint's calendar, through email, and by communication during team meetings. The team will be clear about project planning and deliverables, will be attempted individually before worked on collectively. The team should give final approval of the deliverable prior to final submittal.

Emails will be to our personal accounts, unless we inform the group of another preference.

The school provided Sharepoint will be used to synchronize calendars and documents for these meetings.

## WHO WE ARE

### Adam

Why MBA: My goal is to learn and improve managerial, leadership and communication skills. Work on my weaknesses to improve my personality. Use these skills along with my technical expertise to advance my career in product development, marketing and management.

Personal values: Ethics, Honesty and, Respect for other cultures

Strengths: Focus, Hard Work, Team Player, Responsibility

Weakness: Openly expressing ideas during projects with the notion that they will be rejected.

Expectations: Honest feedback about my performance, leadership and organization skills

### Virginia

Why MBA: to learn the skills that are preventing me from advancing in my career, either within or outside my current company. Also to learn skills that will help me become a leader in my community and in my church, specifically on the vestry of my church and on boards of non-profit groups.

Personal values: Kindness, outreach, support of family, financial security, maintaining standards of civility, generosity.

Strengths: Good writer, decent listener, consensus-builder, problem-solver, calm disposition, good at one-on-one interaction, variety of interests, unique background for MBA student, lots of connections in business world.

Weaknesses: Too quick to jump to conclusions, yet also a slow decision-maker, tactical not strategic thinker, can't see the forest for the trees, easily discouraged, susceptible to emotionality.

Main expectation of all other team members: Be fully present when we are together.

### Drew

Strengths: Flexibility, thinking outside the box, number don't scare me

Weaknesses: I don't focus well working alone, if I am talking I rely on other to help me focus back in on the topic at hand

Why: To expand what I am able to do as a small business owner and/or move into a professional career in the energy or medical sectors

Expectations: A learning environment, A fun environment, A challenging environment

## David

Why MBA: to advance in my career with my current employer, and prepare for a career change in the next five years.

Personal values: integrity, reliability, diplomacy

Strengths: goal oriented, analytical, teamwork, problem solving, time management

Expectations: succeed through strong team collaboration, respect, open communications, maintain a balance of academic, career, and personal life.

## Alex

Why MBA: To better identify my long term career goals and the strategies to best meet those goals. In addition, I want to add depth to my business acumen through networking within my study team, the EMBA 2012 group, as well as the greater community.

Personal values: Trust, Integrity, Work Ethic, Flexibility, Empathy, Sympathy, Being forthright

Strengths: Facilitator, Listener, Negotiator, Creative, Team Builder, Optimist, Quick Thinker

Weaknesses: Passion sometimes seen as confrontational, excessive optimism, struggle to find work-life balance, more of a macro thinker- can miss the details and function, tendency to over communicate, managing my communication and leadership style to the audience

Main expectation of all other team members: Contribute to the team's development as well as my personal development by openly sharing constructive criticism, task insight and being a positive influence throughout the EMBA '12 program.

## Sean Siler

Why MBA: After a complicated attempt at a private-sector business launch, I believe I could benefit greatly from learning the ins and outs of the business world, and apply them to an entry into the private sector, and revolutionize the business of healthcare.

Personal values: Honor, integrity, camaraderie

Strengths: Balancing and prioritizing demands, calm demeanor, flexibility, innovation

Weaknesses: Too patient, sometimes viewed as the bull in the china shop but always in support of the mission. I occasionally do not suffer fools lightly.

Main expectation of all other team members: Bring their A game when they can, and communicate with me when they can't.