

SUBJECT: Company Teams

1. A “Company Team” consists of the company tac, an active duty officer and/or NCO from one of the ROTC Departments, a MECEP or Officer Candidate, an Academic Advisor, and an Ethics Facilitator. The integrated and synchronized effort of these team members is an important component of cadet development. The company tac is responsible for leading the team. The Assistant Commandant for Leadership Programs will be responsible for developing and monitoring these teams on behalf of the Commandant.
2. The Assistant Commandant for Leadership Programs will coordinate with the ROTC Departments (for Active Duty Officer/NCO and MECEP/OC support) and the Assistant to the Associate Provost for Academic Affairs (for Academic Advisor and Ethics Facilitator support) to establish a company team roster at the beginning of each semester. The current roster is at Enclosure 1.
3. Each month, the company tac will host a meeting of the team members to AAR the last month’s activities and to plan the ones for the upcoming month. This meeting should review company trends, take into account individual team members’ availability and areas of expertise, and look at upcoming events to develop a plan to support leader development in the company. The type of activities will vary based on the needs of the individual company, but they should go well beyond the traditional SMI and LTP support. The only specified limitations are that AD personnel will not be involved in cadet disciplinary matters or used in an administrative capacity. Examples of potential activities for team members include MRI/SMI; inspection prep; drill; physical training; LTP (especially those related to ethics); developmental and performance counseling; academic counseling, Academic Officer training, AARs, ESP, rank boards, company meetings, and general problem solving, mission analysis, and leader development tasks.
4. The company tac will report his plan for this support by the first of the month to his battalion tac. After approving the plan for each of his companies, the battalion tac will provide a consolidated report to the Assistant Commandant for Leadership Programs using the form at Enclosure 2. The Assistant Commandant for Leadership Programs will keep the Commandant, Chief of Staff, Sergeant Major, and other interested parties informed of key events.
5. At the end of each month, the battalion tac will provide the Assistant Commandant for Leadership Programs an AAR of that month’s activities using the form at Enclosure 3.
6. POC is LTC (Ret) Kevin Dougherty, Assistant Commandant for Leadership Programs.

3 Encls

1. Company Team Roster
2. Monthly Report
3. Monthly AAR

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Enclosure 2 Monthly Report

Company	Week 1	Week 2	Week 3	Week 4
Team Member Involved				
Date/Time				
Activity				
Desired Outcome				

Example

Zulu Company	Week 1	Week 1	Week 2	Week 3	Week 4	Week 5	Week 5
Team Member Involved	MECEP	Ethics Facilitator	MECEP	MECEP	AD Officer	Academic Advisor	MECEP
Date/Time	021300 Oct	061100 Oct	101600 Oct	190800 Oct	251100 Oct	271500 Oct	301600 Oct
Activity	Meet with Drillmaster, review last week's parade results, develop plan for this week's drill period	Attend Ethics 4-1 LTP and assist the tac in facilitating the discussion	Observe parade	Conduct MRIs with 1SG and PSG	Attend LTP on Organizational Climate with 1C and tac	Meet with tac and Academic Officer	Meet with 1SG and discuss techniques for improving formations
Desired Outcome	Drillmaster understands how to plan and prepare training based on previous assessment	Cadets understand how to avoid stereotypes and include all members as contributing parts of the team. Ethics facilitator AARs session for QEP purposes.	Assess how well emphasis areas from drill were executed	NCO leadership synchronized on MRI standards and understand inspection TTPs	1C are provided some current military examples of how commander's establish positive and negative organizational climates and their impact on unit readiness	Review mid-term grades and develop academic improvements plans for at-risk cadets	1SG understands FM 22-Citadel and has TTPs for dealing with ill-discipline in the ranks

Enclosure 3 Monthly AAR

Company	Week 1	Week 2	Week 3	Week 4
Planned Activity				
Results				
Lessons Learned				

Example

Zulu Company	Week 1	Week 2	Week 3	Week 4
Planned Activity	MECEP Meeting with Drillmaster			
Results	Company advanced from 17 th to 10 th in parade results			
Lessons Learned	Drillmaster believes having sword bearers fall out during drill and make corrections on rifle manual was key to improvement. This meeting should be continued weekly.			