

# **TRI-COUNCIL COLLEGE OF COMMISSIONER SCIENCE**

**GREAT SOUTHWEST – YUCCA – CONQUISTADOR**



## **COURSE CATALOG**

### **2016**

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# **COLLEGE DESCRIPTION**

## **PURPOSE**

The commissioner is the mainstay for Scouting program administration. It is commissioner service that ensures units are healthy, productive and assist in the growth of the program.

The College of Commissioner Science program is designed to have a commissioner learn through a series of training classes, followed by work experiences, to ensure a quality program throughout Scouting. This training will take a number of years to complete. The commissioner finalizes his or her training with an approved thesis or project for the benefit of the Scouting program. This assists both new commissioners as they learn, and seasoned commissioners as they train others.

A well-trained commissioner staff better serves the Scouting program and...

**'Every Scout Deserves a Trained Leader.'**

## **ORGANIZATION**

Commissioner College is a standard four-year curriculum in unit service training for commissioners and roundtable staff. However, award of the Doctorate Degree square knot requires 5 total years of commissioner service.

The College offers four degree program levels:

- Bachelor: First-year participants
- Master: Second-year participants
- Doctor: Third and fourth-year participants.  
(The third-year is candidate for a doctor degree program)
- Continuing Education: Additional elective classes are available during and following completion of the four-year program.

There are two separate track options available to participants:

- Unit Commissioner and Administrative Commissioners include:
  - Unit Commissioners
  - Assistant District Commissioners
  - District Commissioners
  - Assistant Council Commissioners
  - Council Commissioners
- Roundtable include:
  - Roundtable Commissioners
  - Roundtable Staff

The degree level courses are identified numerically:

- Bachelor Degree (BCS) 100 series
- Roundtable Bachelor Degree (BRCS) 200 series
- Master Degree (MCS) 300 series
- Roundtable Master Degree (MRCS) 400 series
- Doctor Degree (DCS) 500 series
- Continuing Education (CED) 700 series

## **COURSE REQUIREMENTS**

The Tri-Council College teaches six separate tracks and the Continuing Education (Track 7) is scheduled only when sufficient instructors are available.

Seven (7) classes are required in the four (4) Bachelor and Master's tracks to receive the respective degree.

Students must attend three (3) required courses in each of their five (5) potential degree tracks. These required courses are also indicated in the 'Degree Requirements' section (pp. 5-7).

- Bachelor Degree BCS 108 / BCS 109 (2 hours)
- Roundtable Bachelor Degree BRCS 201 / BRCS 202 / BRCS 203
- Master Degree MCS 301 / MCS 302 / MCS 318
- Roundtable Master Degree MRCS 401 / MRCS 402 / MRCS 403
- Doctor Degree DCS 501 / DCS 502 / DCS 503

## CLASS SCHEDULE

All courses are taught during a single Saturday. The Tri-Council College customarily meets on the last Saturday in April of each year. If arriving for the Friday evening registration and cracker barrel, college faculty and students should arrange their own overnight accommodations and evening meal.

The 2013 class schedule is:

- Friday evening
  - 7:30 – 8:30 Registration
  - 8:30 – 9:30 Cracker Barrel
- Saturday
  - 7:15 – 7:45 Registration for Saturday arrivals
  - 7:45 – 8:00 Opening Ceremony and Welcome with Council Commissioners
  - 8:00 – 8:50 Period ONE (50 min.)
  - 8:55 – 9:45 Period TWO (50 min.)
  - 9:45 – 10:00 Break (15 min.)
  - 10:00 – 11:50 Period THREE (50 min.)
  - 10:55 – 11:45 Period FOUR (50 min.)
  - 11:50 – 12:55 Lunch and Guest Speaker (65 min.)
  - 1:00 – 1:50 Period FIVE (50 min.)
  - 1:55 – 2:45 Period SIX (50 min.)
  - 2:45 – 3:00 Break (15 min.)
  - 3:00 – 3:50 Period SEVEN (50 min.)
  - 3:55 – 4:30 Closing Ceremony and Graduation (35 min.)

# **BACHELOR DEGREES**

## **BACHELOR OF COMMISSIONER SCIENCE DEGREE ( BCS )**

### Prerequisites

- Active registration as a commissioner
- Completion of 'This is Scouting' orientation (available on-line at [www.myscouting.org](http://www.myscouting.org))
- Completion of Commissioner orientation (Commissioner Fieldbook for Unit Service)
- Completion of Commissioner Fast Start (available on-line at [www.myscouting.org](http://www.myscouting.org))
- Completion of Commissioner Basic Training (may be waived by Council Commissioner)

### Degree Requirements

- Attend 3 required classes
  - BCS 108 – The Unit Service Plan
  - BCS 109 – Commissioner Tools (2 hours)

**\*\* AND \*\***

- Attend 4 elective classes, which may be
  - 4 BCS electives, or
  - 3 BCS electives and 1 BRCS/CED elective

## **BACHELOR OF ROUNDTABLE COMMISSIONER SCIENCE DEGREE ( BRCS )**

### Prerequisites

- Active registration as a roundtable commissioner or roundtable staff member
- Completion of Roundtable Commissioner Basic Training (may be waived by Council Commissioner)

### Degree Requirements

- Attend 3 required classes
  - BRCS 205 – Roundtables in Commissioner Service
  - BRCS 202 – The Roundtable Commissioner Team
  - BRCS 203 – Using the Roundtable Program Guides

**\*\* AND \*\***

- Attend 4 elective classes, which may be
  - 4 BRCS electives, or
  - 3 BRCS electives and 1 BCS/CED elective

# **MASTER DEGREES**

## **MASTER OF COMMISSIONER SCIENCE DEGREE ( MCS )**

### Prerequisites

- Active registration as a commissioner
- Earned the Arrowhead Honor
- Completion of the Bachelor of Commissioner Science degree

### Degree Requirements

- Attend 3 required classes
  - MCS 301 – No Lapse / No Drop Units
  - MCS 302 – Unit Finance
  - MCS 318 – The Commissioner’s Top 10 Ways

**\*\* AND \*\***

- Attend 4 MCS elective classes, which may be
  - 4 MCS elective classes, or
  - 3 MCS electives and 1 MRCS/CED elective

**\*\* OR \*\***

- Attend 3 MCS electives and teach 1 BCS/BRCS/CED lesson

## **MASTER OF ROUNDTABLE COMMISSIONER SCIENCE DEGREE ( MRCS )**

### Prerequisites

- Active registration as a roundtable commissioner or roundtable staff member
- Earned the Arrowhead Honor (for Roundtable Commissioners, not Roundtable Staff)
- Completion of the Bachelor of Roundtable Science degree

### Degree Requirements

- Attend 3 required classes
  - MRCS 401 – Building Roundtable Participation
  - MRCS 402 – Administration of Roundtable Staff
  - MRCS 403 – Roundtable Evaluation

**\*\* AND \*\***

- Attend 4 MRCS elective classes, which may be
  - 4 MRCS electives, or
  - 3 MRCS electives and 1 MCS/CED elective

**\*\* OR \*\***

- Attend 3 MRCS electives and teach 1 BRCS/BCS/CED lesson

# **DOCTOR DEGREE**

## **DOCTOR OF COMMISSIONER SCIENCE DEGREE ( DCS )**

*This degree applies to all Commissioners (Unit / Administrative / Roundtable) and to Roundtable Staff.*

### Prerequisites

- Active registration as a commissioner or a roundtable staff member
- Completion of the Master of Commissioner Science degree, or
- Completion of the Master of Roundtable Commissioner Science degree
- Earned the Commissioner's Key (Unit Commissioners, Administrative Commissioners and Roundtable Commissioners only), or
- Earned the Scouter's Training Key (Roundtable Staff only)
- Recruit three commissioners (any level) during entire tenure required to earn doctorate degree (only roundtable commissioners / staff may recruit roundtable staff to satisfy this requirement).
- Registration as a commissioner (or roundtable staff) must be maintained during the entire Commissioner College program (Bachelor through Doctorate).
- Serve on the Commissioner College faculty (instructor or support staff) for at least one year.

### Degree Requirements

- Attend 3 required classes
  - DCS 501 – Selecting a Thesis/Research Project Topic
  - DCS 502 – Limiting the Scope of the Topic
  - DCS 503 – Developing the Thesis Outline and Writing the Report
- Attend 2 additional DCS-level classes
- Attend 5 additional elective courses not previously taken
- Attend a total of 24 courses.
  - 7 Bachelor degree track courses (BCS or BRCS)
  - 7 Master degree track courses (MCS or MRCS)
  - 5 Doctorate required courses (3 required and 2 optional)
  - 5 additional elective courses (BCS, BRCS, MCS, MRCS, DCS or CED)
- Completion of a pre-approved thesis or project on any topic of value to Scouting in the council. The topic or project and final paper must be approved by the council commissioner or assigned assistant council commissioner, the dean of the doctorate program and the staff advisor to commissioner service. A copy of the completed thesis or project must be mailed to the doctorate program dean prior to April 9th of that year's College convening.
- While there is no minimum time limitation for earning the Doctorate Degree, the BSA official Doctorate Degree Square Knot for uniform wear requires a minimum of 5 years continuous registered commissioner service.



# **RECIPROCITY GUIDE**

## **Outside Course Work**

The Tri-Council College of Commissioner Science will credit courses from another Council to be applied towards a Tri-Council College of Commissioner Science Degree if prior approval has been obtained from the current Tri-Council Dean of the College of Commissioner Science, the respective Council Commissioner, Staff Executive Advisor to the College, or the respective Scout Executive. Classes taken at a University of Scouting that are not listed in the website:

<http://www.scouting.org/scoutsource/Commissioners/training/college.aspx>

The college will also honor Commissioner courses taken at the Philmont Training Center. Credit for a degree may be given if other requirements are met.

## **Degrees Earned Out of Council**

The Tri-Council College will honor degrees earned outside of the Council if the following conditions are met:

### **I. Bachelor of Commissioner Science Degree**

Credit for a Bachelors of Commissioner Science Degree earned in a Commissioner's College of another council will be granted in the Tri-Council College if:

- A. The degree was earned in the last 10 years
- B. The Commissioner has been an active Commissioner since earning the degree
- C. The college required at least 5 courses for the degree
- D. The courses applied toward the degree are equivalent courses to the courses offered in the website:

<http://www.scouting.org/scoutsource/Commissioners/training/college.aspx>

Classes taken at a University of Scouting College (Cub, Boy, Varsity or Venture Scouting) do not count toward the degree.

If the Commissioner attended a one week Commissioners course at the Philmont Training Center, credit for a Bachelor's degree may be given if other requirements are met.

### **II. Master of Commissioner Science Degree**

Credit for a Masters of Commissioner Science Degree earned in a Commissioner's College of another Council will be granted in the Tri-Council College if:

- A. The degree was earned in the last 10 years
- B. The Commissioner has been an active Commissioner since earning the degree

C. The College required at least 5 advanced courses for the degree above the Bachelors requirements

D. The courses applied toward the degree are equivalent courses to the courses offered in the website:

<http://www.scouting.org/scoutsource/Commissioners/training/college.aspx>

Classes taken at a University of Scouting College (Cub, Boy, Varsity or Venture Scouting) do not count toward the degree.

If the Commissioner attended a one week Commissioners course at the Philmont Training Center, credit for a Bachelor's degree may be given if other requirements are met.

### **III. Doctorate of Commissioner Science Degree**

Credit for completed courses or a thesis toward a Doctorate degree will be given upon approval by the current Tri-Council Dean of the College of Commissioner Science, the respective Council Commissioner, Staff Executive Advisor to the College, or the respective Scout Executive. However, credit for courses or a thesis outside of the Tri-Council will only be given if:

A. The candidate has been an active Commissioner since completing the course work or thesis

B. The candidate has been registered as a Commissioner and been active in the Tri-Council area for at least one year

C. A candidate has participated in at least one Tri-Council College of Commissioner Science

**NOTE:** The Tri-Council College will honor the Commissioner Arrowhead and the Commissioner Key earned in another Council. Doctorate Degrees completed in another Council will also be honored. Any requirement or reciprocity issues not addressed by this document may be resolved by contacting the Dean of the College of Commissioner Science, the respective Council Commissioner, or the Staff Executive Advisor to the College.

# **BACHELOR OF COMMISSIONER SCIENCE COURSES**

## **( BCS COURSES – 100 SERIES )**

**NOTE:** *Underlined courses are required for the Bachelor Degree*

**BCS 101 – The Commissioner Concept:** The only reason for having commissioners is to help units succeed. A Commissioner is first and foremost a friend to the unit.

**BCS 102 – Supporting Timely Charter Renewal:** Commissioners are responsible for on-time unit charter renewal so it is essential that they understand the charter concept in the Boy Scouts of America and are fully familiar with the steps in the charter renewal process.

**BCS 103 – Commissioner and the District:** Scouting is a uniquely volunteer movement whose success is due to the special relationship of those volunteers and the professional staff who assist the Council, District and Unit operations.

**BCS 104 – Contacting Units:** Commissioners' primary role as a friend to the unit is to help the unit succeed. At the core of unit service and the most basic task is the unit visit. This is where the unit can experience the caring and support that the commissioner offers.

**BCS 105 – Practical Solutions to Common Unit Needs:** A Commissioner's primary purpose is to help units succeed, develop a better program, and operate effectively. Frequently Commissioners are called upon to assist units with concerns that could hinder the unit's success.

**BCS 106 – Commissioner's Priorities:** Suggests the priorities for a unit commissioner's Scouting time and energy. Reviews steps in handling unit problems.

**BCS 107 – Unit Journey to Excellence:** Learn about the elements of the Unit Journey to Excellence and what it takes to ensure success in every unit.

**BCS 108 – Unit Service Plan:** Provides a fundamental understanding of the concepts the Commissioner Tools is built upon. The Unit Service Plan is so integral to the Commissioner Tools that the Detailed Contact Assessment process in the Commissioner Tools fully incorporates the Unit Service Plan in the areas of finance, membership, program, and leadership and governance.

**BCS 109 – Commissioner Tools:** Commissioner Tools is a new tool available on the new my.Scouting Tools. It's intended to help commissioners better perform (not change) current functions by improving efficiency and easy access of information. Commissioner Tools can assign commissioners to units, record contacts, administer roundtables, conduct assessments to help units improve and monitor a unit's progress. (2 hours)

**BCS 110 – Commissioner Style:** A commissioner's style—how they provide service—is as important as what they do in the service process.

**BCS 112 – What Would You Do:** This is a group participation/discussion session on some fascinating situations that commissioners might encounter. (Class size may have an effect on the preferred outcomes.)

**BCS 113 – Essentials of Serving Scouts with Disabilities:** Virtually every unit will experience having a youth who has disabilities. This course will provide Commissioners with knowledge to share with unit leaders so they can provide a program which provides these youth with the Scouting opportunities to succeed. Participants of this course will become familiar with key factors that will help them to respond to the need of these special youth.

**BCS 114 – Good Commissioner and Professional Relationship:** Both commissioners and professionals share responsibility for building good working relationships in Scouting. No matter what your job or task in the council, skill in working effectively with your professional is important.

**BCS 115 – Commissioners and Diversity:** The Boy Scouts of America's leadership and membership is growing to reflect the demographic character of our nation. We are and will continue to be a DIVERSE organization. BSA's leadership and membership reflect the demographic character of our nation. Commissioners can use diversity to make Scouting stronger and more effective.

**BCS 116 – Collaborative Assessments:** Unit Leaders and Commissioners, hopefully have a common goal. That goal is to deliver a quality program that attracts youth and adults to scouting and keeps them active longer.

**BCS 117 – Selecting Quality Leaders:** This session outlines the seven-step process that the commissioner uses to help the unit select the best possible leadership.

**BCS 118 – Serving Scouts with Disabilities:** Virtually every unit will experience having a youth who has Special Needs (disAbilities). This course will provide Commissioners with knowledge to share with unit leaders so they can provide a program which provides these youth with the Scouting opportunities to succeed.

**BCS 119 – Webelos to Scout Transition:** The transition of youth from Cub Scouts (Webelos) to Boy Scouts is vital to the health of Scouting. This course will provide Commissioners with knowledge to share with unit leaders so they can assist their units in seamless transitioning of Webelos into Boy Scouts, by giving Webelos Scouts the opportunity to experience the fun and excitement of Boy Scouting.

**BCS 121 – Introduction to Venturing Commissioner Science:** Get to know the history, methods, goals and areas of emphasis within Venturing, along with crew structure.

**BCS 124 – Venturing Crew Visitation:** Designed to outline the basic responsibilities of the unit commissioner – what to do before, during and after the visit.

**BCS 127 – Venturing Personal Safety:** Reviews Youth Protection within the BSA and outlines how to handle various abuse situations and how to look for signs of abuse.

**BCS 128 – Venturing Monthly Program:** The AIM of the Venturing Forum is to provide training, information and motivation to Venturing adult leaders and crew officers.

**BCS 129 – Emphasizing Duty to God:** Learn how Scouting teaches boys to do their duty to God through program delivery, special observances, faith-based partnerships, BSA religious support and Baden-Powell's Thoughts on Scouting.

**BCS 130 – Commissioner and Advancement:** This course describes why and what a Commissioner should know about advancement. A Commissioner should be prepared to assist a unit with basic questions about Advancement and know the District and Council Advancement Chairs and how to contact them when necessary.

# **BACHELOR OF ROUNDTABLE COMMISSIONER SCIENCE COURSES**

## **( BRCS COURSES – 200 SERIES )**

**NOTE:** *Underlined courses are required for the Roundtable Bachelor Degree*

**BRCS 201 (BCS 150) – Roundtables in Commissioner Service:** The purpose of the roundtable is to help units succeed by providing useful program ideas, information on policy, and current information on council and district events and training opportunities.

**BRCS 202 (BCS 151) – The Roundtable Commissioner Team:** During this presentation we will review the duties and responsibilities of the Roundtable Commissioner Team. We will do this by looking at the individual responsibilities of each member of the Roundtable Commissioner Team.

**BRCS 203 (BCS 152) – Using the Roundtable Program Guides:** Review the Roundtable Planning Guides for Cub Scouts, Boy Scouts to include Varsity Teams and the Venturing Monthly Program Forum. We will do this by looking at the roundtable guides for each program and understand the parts and pieces of each. We will also investigate the importance of using the planning guides.

**BRCS 204 (BCS 153) – Promoting Roundtables:** A quality and consistent roundtable and a strong marketing campaign will attract and retain participants over time and impact their overall ability to lead their Scouting units.

**BRCS 205 (BCS 154) – Cub Scout Roundtables:** Cub Scout roundtable is a form of commissioner service and supplemental training for volunteers at the unit level. The objectives of roundtables are to provide leaders with program ideas, information on policy and events, and training opportunities.

**BRCS 206 (BCS 155) – Boy Scout Roundtables:** It is a forum for sharing experiences and enjoying fun and fellowship with other Scout leaders. When skillfully executed, the roundtable experience will inspire, motivate, and enable unit leaders to provide a stronger program for their Scouts.

**BRCS 207 (BCS 156) – Recruiting, Training and Recognizing the Roundtable Team:** Potential roundtable staff members are everywhere— all you have to do is look. In recruiting your roundtable staff, be sure to look for people who are creative and innovative, and who have a “can do” attitude. Before you can recruit new staff, it is important to know what you need. Recruits will want to know their responsibilities and your expectations for them.

**BRCS 208 – Roundtable Pre-Opening:** Do you just have everyone sign in to your Roundtables and then jump right into the meeting? Are you having leaders walking into Roundtable a few minutes late? Be amazed at how easy a Pre-Opening is and how captivated your audience is when you start Roundtable.

**BRCS 209 – Program Feature Presentation:** Are you having problems with leaders taking your flyers or only staying for announcements (insert song here)? This class will have them staying in their seats! You will be able to integrate information so that it is fun, exciting, and informative.

**BRCS 210 – Displays, Ceremonies and Morale Features:** How often do you hear from Scouters that they do the same ceremonies over and over again? The displays are reused year after year? Help Scouters develop the skills to create new and fresh ideas by taking this class.

**BRCS 211 – Roundtable Games:** Games are a great part of any scout meeting and great for leaders to learn about new ones.

**BRCS 212 – Roundtable Promotion:** How do I get more leaders to my Roundtable is a question all RT Commissioners have. This class will give a breakdown of getting more leaders to your Roundtable.

**BRCS 213– Venturing Monthly Program Forum:** Examine the basic elements of the Venturing program forum, who attends and what constitutes a successful roundtable.

**BRCS 214 – Administration of Roundtable Staff:** The Roundtable commissioner’s responsibility is to recruit, train, and motivate a staff.

# **MASTER OF COMMISSIONER SCIENCE COURSES**

## **( MCS COURSES – 300 SERIES )**

***NOTE: Underlined courses are required for the Master Degree***

**MCS 301 – Commitment to On Time Charter Renewal:** This session explores why units lapse or drop and how to prevent it, how to develop a no lapse/no drop plan for a district and why this is so important.

**MCS 302 – Unit and Council Finance:** This class provides an overview of the unit budget plan, who pays for Scouting at all levels from the unit to National, successful unit money-earning projects, and how to help units with special financial needs.

**MCS 303 – Commissioner Lifesaving 1:** This session sets the stage for saving a unit and reviews the basic unit lifesaving steps.

**MCS 304 – Commissioner Lifesaving 2:** This is an in-depth continuation of MCS 303, dealing with the seven typical unit ‘hurry’ cases.

**MCS 306 – Counseling Skills:** The best way to strengthen a unit is to strengthen its leadership. Counseling is an effective method in helping unit leaders develop their potential.

**MCS 308 – Venturing and the Commissioner:** Stresses the importance of a commissioner’s commitment to Venturing and suggests basic elements of a plan to help every crew succeed.

**MCS 309 – Good Commissioners Need Both Head and Heart:** The objective of this session is to help commissioners with at least one or two years of experience reflect on some of the important qualities of good commissioner service (the “head”). The session also provides a variety of inspirational anecdotes for them to share with unit adults as well as other commissioners (the “heart”).

**MCS 311 – All About ADC’s:** This session emphasizes the importance of the assistant district commissioner, his or her responsibilities, the effective ADC’s people skills and the evaluation of his or her work.

**MCS 312 – Recruiting New Commissioners:** This bread-and-butter session for all administrative commissioners covers the steps of recruiting commissioners, group recruiting techniques and sources of prospects.

**MCS 313 – Orienting and Training Commissioners:** A session for all administrative commissioners – covers all aspects of commissioner training, including new commissioner orientation, basic training, Arrowhead Honor, the Commissioner’s Key, and continuing education. A variety of classroom techniques are also reviewed.

**MCS 315 – Effective Unit Service in Urban Communities:** Emphasizes the importance of Scouting in low-income urban communities, suggests practical methods for recruiting local adults, helping units with special financial needs and providing effective commissioner help.

**MCS 316 – Effective Unit Service in Rural Areas:** Helps commissioners tailor their service to sparsely populated rural areas with practical methods for recruiting rural adults and working with rural units.

**MCS 317 – How to Remove a Volunteer:** Provides a variety of practical guidelines on this sensitive topic.

**MCS 318 – The Top 10 Ways to Ensure Good Commissioner Service:** This session is designed to help experienced commissioners review their priorities and – for some of us – to get back to the basics.

**MCS 319 – District Commissioner Basics:** A great overview of this important position including all major responsibilities.

**MCS 321 – New Unit Service:** New units are a tremendous factor in membership growth. New units will enable more young people to grow in character and in personal fitness. The commissioner plays a vital role not only in the creation of new units, but in their continued growth and success.

**MCS 322 – Advanced Scouting with Disabilities:** Virtually every unit will experience having a youth who has Special Needs (disAbilities). This course will provide Commissioners with knowledge to share with unit leaders so they can provide a program which provides these youth with the Scouting opportunities to succeed.

**MCS 324 – Preventing Commissioner Burnout:** Covers types of burnout and how to prevent or correct it to maximize effective commissioner tenure. Includes valuable tips on time management and refers to several aspects of “commissioner wellness.”

**MCS 325 -- Consider Your Spouse and Family:** Suggests ways to enhance family relations and resolve family conflicts regarding Scouting. Discusses how commissioners’ spouses can receive recognition from Scouting. ( *Being taught in the Roundtable Masters track for 2015* )



# **MASTER OF ROUNDTABLE COMMISSIONER SCIENCE COURSES**

**( MRCS COURSES – 400 SERIES )**

**NOTE:** *Underlined courses are required for the Roundtable Master Degree*

**MRCS 401 – Building Roundtable Participation:** Covers promotion and publicity, roundtable location and a variety of morale builders.

**MRCS 402 (MCS 314) – Administration of Roundtable Staff:** The Roundtable commissioner's responsibility is to recruit, train, and motivate a staff.

**MRCS 403 – Roundtable Evaluation:** Am I doing a good job is always in the back of the mind of a Roundtable Commissioner. Devise new and creative ways to do that 360° look on your program.

**MRCS 404 – Roundtable Finances and Resources:** A Scout is thrifty....is the Scouter? This class will help you evaluate your resources and keep you fiscally in the black.

**MRCS 405 – Keeping Roundtable Relevant:** “Why do I want to go to another meeting?!?!?” “I already know the program.” Keep these questions out of the mouths of Adult Leaders as we diagnose and reconstruct our programs to keep them fun and fresh.

**MRCS 406 – Unit First Aid for Roundtable Commissioners:** A group discussion of unit lifesaving from a roundtable perspective and how to provide assistance to unit leaders when they ask for help.

**MRCS 407 – Webelos to Scout Transition for Roundtables:** Designed for roundtable commissioners and roundtable staff members as a continuation of BRCS 203.

**MRCS 408 – Advanced Roundtable Leadership:** An advanced seminar for roundtable commissioners and other administrative commissioners. Includes roundtable staff recruitment, roundtable evaluation and roundtable finance. Also reviews several important fine points for roundtable success, including how to support your staff.

# **DOCTOR OF COMMISSIONER SCIENCE COURSES**

## **( DCS COURSES – 500 SERIES )**

***NOTE: Underlined courses are required for the Doctor Degree***

**DCS 501 – Selecting a Thesis Topic:** This session introduces the participants to the thesis or project, discusses what constitutes a good thesis / research topic or a DCS project, and helps them select their general topic.

**DCS 502 – Limiting the Scope of the Topic:** Participants receive help in reducing the thesis topic to a workable size and generating ideas for the thesis/project research.

**DCS 503 – Developing the Thesis or Project:** This session covers the thesis outline and a variety of suggestions for writing and revising the report.

**DCS 504 – Thesis / Project Workshop:** Scouters who have completed their DCS will discuss their challenges and solutions. This course is for those who feel they need more help getting started on or completing their thesis/project.

**DCS 505 – Being a Thesis / Project Advisor:** Prepares a person holding a DCS to become a thesis/project advisor. Provides specific procedures and techniques to make the task easier. Helps provide common standards for the acceptance of a DCS thesis/project.

**DCS 508 – Administering Commissioner Lifesaving:** Administrative commissioners are taught to give leadership to a commissioner lifesaving concept. It provides choices in selecting the lifesaving team approach.

**DCS 514 – The Commissioner and the Professional:** Learn more about the relationship between the commissioner and the professional. How can they work closely together to reach a common goal of providing quality service to units?

**DCS 515 – District and Council Journey to Excellence:** Learn about the elements of District Journey to Excellence and what it takes to ensure success in every area.

**DCS 520 – Assessing District Health:** Learn about the resources necessary to assess a district's ability to provide quality unit service. Learn how to use the resources available to the commissioner that can assist in identifying strengths and bring improvements to weaknesses found in the district.

# **CONTINUING EDUCATION COMMISSIONER SCIENCE COURSES**

## **( CED COURSES – 700 SERIES )**

**Note:** *There is NO CED track being taught at the 2015 Ruidoso event.*

**CED 710 – Scouting in the LDS Church:** An overview of the many materials available and what every Commissioner should know. (Course can easily cover 1.5 to 2 hours.)

**CED 711 – International Scouting:** This course is intended to give the commissioner staff an overview of the International Scouting programs available so they can take that information to your units.

**CED 712 – Sea Scouting:** This is an overview of the materials provided for discussion on Sea Scouting for Commissioners. (Course can easily cover 2 to 3 hours.)

**CED 713 -- Special Needs Scouting – Advancement:** Participants of this course will become familiar with the “Rules of Engagement” for advancement in each of the Scouting program areas to help them to respond to the needs of these special youth. ( Being taught in the Cub Scout Masters track for 2015 )

**CED 714 – Special Needs Scouting – ADHD:** Participants of this course will become familiar with the multiple characteristics common to individuals who have AD/HD and with easy tips to help them to get the most out of the Scouting program.

**CED 715 – Special Needs Scouting – Autism:** Participants of this course will become familiar with the multiple characteristics common to individuals who have Autism Spectrum Disorder and with easy tips to help them to get the most out of the Scouting program.

**CED 716 -- Managing Conflict:** Course examines the origins of conflict, communication and methods for resolution.

**CED 718 – Effective Communication:** Course explores communication tools, barriers and evolution in the digital age.

**CED 719 – The Art of Listening:** Good Commissioners Hear - Great Commissioners Listen! This session provides participants helpful hints for all to become effective listeners so that true communication may take place.

**CED 720 – Valuing Diversity Introduction:** The purpose of this course is to increase knowledge and general understanding of diversity issues without making value judgments or calling into question peoples’ religious, culture, or political beliefs and affiliations.

**CED 721 – Valuing Diversity – Generation X:** The purpose of this course is to increase knowledge and general understanding of Generation X participants who are those Americans born from 1965 to 1976. It covers their education, income, home ownership, living arrangements, their children and how they view volunteerism.

**CED 723 – Reaching the Next Multicultural Generation:** The main objective is to gain a better understanding of the needs and desires of African American, Hispanic/Latino American, and Asian American populations in relation to their participation in youth organizations in general and the Boy Scouts of America in particular.

**CED 724 – Men and Women – Different Not Better:** This is a FUN course that highlights the spatial abilities, vision differences, communications differences and speech differences between men and women from evolution to today.

**COMMISSIONER PROGRESS RECORD**  
**( UNIT and ADMINISTRATIVE COMMISSIONERS )**

**NAME:** \_\_\_\_\_

**POSITION TITLE:** \_\_\_\_\_

**DISTRICT / COUNCIL:** \_\_\_\_\_

**BSA MEMBER ID NUMBER:** \_\_\_\_\_

**UNIT COMMISSIONERS and ADMINISTRATIVE COMMISSIONERS**

**DATE**

1. Youth Protection Training ( on-line at [www.myscouting.org](http://www.myscouting.org) ) \_\_\_\_\_
2. This is Scouting ( on-line at [www.myscouting.org](http://www.myscouting.org) ) ( Recommended, not required ) \_\_\_\_\_
3. Commissioner Fast Start Training ( on-line at [www.myscouting.org](http://www.myscouting.org) ) \_\_\_\_\_
4. Commissioner Orientation ( Commissioner Fieldbook for Unit Service ) \_\_\_\_\_
5. Commissioner Basic Training \_\_\_\_\_
6. 'TRAINED' patch received \_\_\_\_\_
7. Arrowhead Honor received ( 1 year goal ) \_\_\_\_\_
8. Commissioner Award of Excellence in Unit Service ( 2 year goal ) \_\_\_\_\_
9. Commissioner's Key Square Knot ( 3 year goal ) \_\_\_\_\_
10. Distinguished Commissioner Service Award ( 5 year goal ) \_\_\_\_\_

**COLLEGE OF COMMISSIONER SCIENCE**

11. Bachelor of Commissioner Science Degree (BCS) \_\_\_\_\_
12. Master of Commissioner Science Degree (MCS) \_\_\_\_\_
13. Doctor of Commissioner Science Degree (DCS) \_\_\_\_\_
14. Post-Graduate Continuing Education Degree (CED) \_\_\_\_\_

**WOOD BADGE FOR THE 21ST CENTURY**

15. Wood Badge completion \_\_\_\_\_

**PHILMONT COMMISSIONER TRAINING COURSES**

16. The Unit Commissioner \_\_\_\_\_
17. Administrative Commissioner \_\_\_\_\_
18. District Key 3 \_\_\_\_\_
19. Council Commissioner \_\_\_\_\_
20. Council Key 3 \_\_\_\_\_

**COMMISSIONER PROGRESS RECORD**  
**( ROUNDTABLE COMMISSIONERS and ROUNDTABLE STAFF )**

**NAME:** \_\_\_\_\_

**POSITION TITLE:** \_\_\_\_\_

**DISTRICT / COUNCIL:** \_\_\_\_\_

**BSA MEMBER ID NUMBER:** \_\_\_\_\_

**ROUNDTABLE COMMISSIONERS and STAFF**

**DATE**

- |   |       |
|---|-------|
| 1. Youth Protection Training ( on-line at <a href="http://www.myscouting.org">www.myscouting.org</a> )                      | _____ |
| 2. This is Scouting ( on-line at <a href="http://www.myscouting.org">www.myscouting.org</a> ) ( Recommended, not required ) | _____ |
| 3. Commissioner Fast Start Training ( on-line at <a href="http://www.myscouting.org">www.myscouting.org</a> )               | _____ |
| 4. Completion of Roundtable Staff Development Training<br>( for current roundtable program position )                       | _____ |
| 5. 'TRAINED' patch received   | _____ |
| 6. Scouter's Training Award received ( 2 year goal )  | _____ |

**COLLEGE OF COMMISSIONER SCIENCE**

- |  |       |
|--|-------|
| 7. Bachelor of Roundtable Commissioner Science Degree (BRCS) | _____ |
| 8. Master of Roundtable Commissioner Science Degree (MRCS)   | _____ |
| 9. Doctor of Commissioner Science Degree (DCS)               | _____ |
| 10. Post-Graduate Continuing Education Degree (CED)          | _____ |

**WOOD BADGE FOR THE 21ST CENTURY**

- |                           |       |
|---------------------------|-------|
| 11. Wood Badge completion | _____ |
|---------------------------|-------|

**PHILMONT COMMISSIONER TRAINING COURSES**

- |                           |       |
|---------------------------|-------|
| 12. Effective Roundtables | _____ |
|---------------------------|-------|

**COMMISSIONER COLLEGE RECORD**  
**( UNIT and ADMINISTRATIVE COMMISSIONERS )**

**NAME:** \_\_\_\_\_

**POSITION TITLE:** \_\_\_\_\_

**DISTRICT / COUNCIL:** \_\_\_\_\_

**BSA MEMBER ID NUMBER:** \_\_\_\_\_

**BACHELOR OF COMMISSIONER SCIENCE DEGREE ( BCS )**

**DATE**

- 1. Commissioner Fast Start completion \_\_\_\_\_
- 2. Commissioner Basic Training course completion \_\_\_\_\_

**COURSE**

BCS 101	The Commissioner Concept	_____
BCS 102	Unit Charter Renewal	_____
BCS 104	Unit Visitation	_____
BCS _____	_____	_____
BCS _____	_____	_____
BCS _____	_____	_____
_____	_____	_____

**MASTER OF COMMISSIONER SCIENCE DEGREE ( MCS )**

**DATE**

- 1. Arrowhead Honor awarded \_\_\_\_\_

**COURSE**

MCS 301	No Lapse / No Drop Units	_____
MCS 302	Unit Finance	_____
MCS 318	The Commissioner's Top 10 Ways	_____
MCS _____	_____	_____
MCS _____	_____	_____
MCS _____	_____	_____
_____	_____	_____

**DOCTOR OF COMMISSIONER SCIENCE DEGREE ( DCS )**

**DATE**

1. Commissioner Key awarded \_\_\_\_\_

2. Recruited three (3) new commissioners during my four (4) year tenure as a commissioner

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

3. Served one (1) year on the Commissioner College faculty:

Position ( instructor or support staff ): \_\_\_\_\_

**COURSE**

DCS 501 Introduction and Selecting Thesis Research Topic / Project \_\_\_\_\_

DCS 502 Limiting the Scope of the Topic \_\_\_\_\_

DCS 503 Developing Thesis Outline and Writing Report \_\_\_\_\_

DCS \_\_\_\_\_

DCS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOPIC / PROJECT TITLE:** \_\_\_\_\_

**Approval Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**COMPLETION APPROVAL:**

**Approval Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*\*\*\*\*

**DOCTORATE OF COMMISSIONER SCIENCE SQUARE KNOT**

1. Completed five (5) years of continuous Commissioner service \_\_\_\_\_

**APPROVAL by COUNCIL COMMISSIONER:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**APPROVAL by COUNCIL SCOUT EXECUTIVE:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**COMMISSIONER COLLEGE RECORD**  
 ( ROUNDTABLE COMMISSIONERS and ROUNDTABLE STAFF )

**NAME:** \_\_\_\_\_

**POSITION TITLE:** \_\_\_\_\_

**DISTRICT / COUNCIL:** \_\_\_\_\_

**BSA MEMBER ID NUMBER:** \_\_\_\_\_

<b><u>BACHELOR OF ROUNDTABLE COMMISSIONER SCIENCE DEGREE ( BRCS )</u></b>	<b><u>DATE</u></b>
1. Commissioner Fast Start completion	_____
2. Roundtable Staff Development Training course completion	_____

**COURSES**

BRCS 215	Roundtables in Commissioner Service	_____
BRCS 216	The Roundtable Commissioner	_____
BRCS 217	Using the Roundtable Program Guides	_____
BRCS _____	_____	_____
BRCS _____	_____	_____
BRCS _____	_____	_____
_____	_____	_____

<b><u>MASTER OF ROUNDTABLE COMMISSIONER SCIENCE DEGREE ( MRCS )</u></b>	<b><u>DATE</u></b>
1. Arrowhead Honor awarded (Roundtable Commissioners only)	_____

**COURSES**

MRCS 401	Building Roundtable Participation	_____
MRCS 402	Administration of Roundtable Staff	_____
MRCS 403	Roundtable Evaluation	_____
MRCS _____	_____	_____
MRCS _____	_____	_____
MRCS _____	_____	_____
_____	_____	_____



**DOCTOR OF COMMISSIONER SCIENCE DEGREE ( DCS )**

**DATE**

1. Commissioner Key awarded (Scouter's Training Key for Roundtable Staff) \_\_\_\_\_

2. Recruited three (3) new roundtable staff during my five (5) year tenure as a commissioner

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

3. Served one (1) year on the Commissioner College faculty:

Position ( instructor or support staff ): \_\_\_\_\_

**COURSES**

DCS 501 Introduction and Selecting Thesis Research Topic / Project \_\_\_\_\_

DCS 502 Limiting the Scope of the Topic \_\_\_\_\_

DCS 503 Developing Thesis Outline and Writing Report \_\_\_\_\_

DCS \_\_\_\_\_

DCS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOPIC / PROJECT TITLE:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**COMPLETION APPROVAL:**

**Approval Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*\*\*\*\*

**DOCTORATE OF COMMISSIONER SCIENCE SQUARE KNOT**

1. Completed five (5) years of continuous RT Commissioner or staff service \_\_\_\_\_

**APPROVAL by COUNCIL COMMISSIONER:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**APPROVAL by COUNCIL SCOUT EXECUTIVE:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_