**2017 Chickasaw Council**

**College of Commissioner Science**

**College Catalog**

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**Unit Service**

**&**

**Continuing Education Training**

for

Unit Commissioners Roundtable Commissioners

Asst. District Commissioners District Commissioners

Assistant Council Commissioners Council Commissioners

**Independent Presbyterian Church**

**4738 Walnut Grove Road, Memphis, Tennessee 38117**

**August 12, 2017**

**We Hope You Can Join Us!**

Welcome to the 2017 session of the Chickasaw Council College of Commissioner Science – College Catalog.

This College of Commissioner Science is unit service training designed to educate all commissioners, roundtable staff, District or Council Committeemen, and professional Scouters. Its purpose is to provide high-quality continuing education for unit service volunteers and professionals so that the units they serve have a successful, quality program.

Here are some of the highlights for this year’s college:

* The Keynote Speaker is Charles W. Dahlquist, II, National Commissioner, BSA
* Each degree program follows the BSA’s revised requirements that culminate in the Doctorate of Commissioner Science Award.
* All of the College courses were new or revised in 2015.
* The Bachelor Program faculty have all earned a Master Degree or above.
* The faculty of the Master Program have all earned a Master Degree or above.
* The faculty of the Doctorate Candidacy Program are all Doctorates in Commissioner Science.
* Guest instructors include: Tim Acree, D.C.S., National Commissioner Service Training Chairman; Gail Plucker, D.C.S., Area Commissioner; Bill Ridgeway, D.C.S., Quapaw Area Council; Ron Hubbard, D.C.S., Lincoln Trails Council; A.J. Jackson, D.C.S., Middle Tennessee Council; Mike Hessic, D.C.S., Middle Tennessee Council.
* Registration for participants and faculty/staff can be accomplished either on-line through the Chickasaw Council DoubleKnot or snail mail. Follow the notes on the ‘Application for Enrollment,’ bottom of page 15.

This catalog contains all the fees, College Staff, degree pre-requisites, reciprocity, course descriptions, a preliminary schedule, and an application for enrollment in the 2017 Chickasaw Council College of Commissioner Science.

Please read through the enclosed material and complete your application and submit it along with your registration fee no later than July 15, 2017 to avoid paying a late fee.

We look forward to seeing you at Independent Presbyterian Church, 4738 Walnut Grove Road, Memphis, Tennessee on August 12, 2017.

Yours in Commissioner Service,

Danny Van Horn, Council Commissioner

College Chancellor & College Dean

2017 College of Commissioner Science

Chickasaw Council, BSA

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**COLLEGE ORGANIZATION**

Commissioner College is a standard four-year curriculum in unit service training for commissioners and roundtable commissioner staff.

There are three degree program levels:

* Bachelor: First-year participants.
* Masters: Second-year participants.
* Doctorate: Third and fourth-year participants. The third-year is the candidate for doctorate degree program.

There are two separate Bachelor tracks available to participants at this College.

* Unit Commissioner (Administrative)
* Roundtable Commissioner

All others are Administrative Commissioners which include Assistant District Commissioners, District Commissioners, Assistant Council Commissioners, and Council Commissioners.

Switching track options during the four-year curriculum is permitted for Unit Commissioners and Roundtable Commissioners, however those switching to either the administrative track or the roundtable track option must begin at the bachelor degree level. Since the 2015 standardized changes in the College Curriculum, there are no longer masters courses in roundtable commissioner science or a Doctorate in Roundtable Commissioner Science.

The Commissioner College program was recently (2015) standardized by the BSA and the requirements for each degree have been revised. The BSA also offers a Doctorate of Commissioner Science Award. To assist participants in tracking their progress in attaining this award, a progress record form will be available to all participants that need one.

For the purpose of this College, the Doctorate Degree and the Doctorate of Commissioner Science award are one in the same. The award has additional requirements that must be met in addition to the course work (see pre-requisite requirements on pages 5 through 9). These additional requirements must be met before the Doctorate Degree can be awarded and only at a College of Commissioner Science.

**ADMINISTRATIVE INFORMATION**

**FEE SCHEDULE**

The registration fee covers the cost of food, class materials, and graduation materials.

Tuition for the College is as follows (if paid by July 15, 2017):

**Degree Program participants $25.00**

**Faculty and Staff** (not enrolled in a degree program) **$15.00**

**Non Degree participants** (or not currently registered as a Commissioner) **$25.00**

**Add $5.00 for registration fee paid after July 15, 2017** **and walk-on registration at the College.** Walk-on registration is strongly discouraged. We ask that you pre-register so that we will have adequate food and materials for everyone at the College. However, Walk-on registrants that expect to enter any Degree Program and earn a Degree must be prepared to provide and satisfy the Degree Pre-requisites for the Degree for which they enroll.

During registration you will receive a schedule (if you don’t already have one).

**Note:** Participants are responsible for attending this College prepared with a hard copy of all the current manuals or bringing a laptop with the manuals loaded on the hard-drive. The current manuals are no longer in print and can be downloaded by clicking on the following link (also detailed on Page19): <http://www.scouting.org/scoutsource/Commissioners/Manuals.aspx>

If you will be completing your Doctorate of Commissioner Science degree at this year’s college, you will need to submit your doctoral thesis or project for review by the Thesis/Project Review Committee **no later than July 15, 2017.**

Please submit it to:

A. J. Jackson, D.C.S. Chairman of the Thesis/Project Review Committee [ajbsatn@usa.com](mailto:ajbsatn@usa.com)

**COLLEGE STAFF**

College Chancellor & Dean, Danny Van Horn, M.C.S. [Danny.VanHorn@butlersnow.com](mailto:Danny.VanHorn@butlersnow.com)

Registrar, Andrew Humphreys, M.C.S. [andrew.humphreys@gmail.com](mailto:andrew.humphreys@gmail.com)

Registrar Staff,

Communications & Promotion, Buddy Crenshaw, M.C.S. [buddycrenshaw@bellsouth.net](mailto:buddycrenshaw@bellsouth.net)

Dean of the Bachelor Program, Chuck Schadrack, M.C.S. [cschad3@yahoo.com](mailto:cschad3@yahoo.com)

Dean of the Bachelor Roundtable Program, Leslie Dobbs [leslie.dobbs@gmail.com](mailto:leslie.dobbs@gmail.com)

Dean of the Master Program, W. Brian Wolfe, M.C.S. [bwolfe01@comcast.net](mailto:bwolfe01@comcast.net)

Dean of the Doctorate Candidacy Program, A.J. Jackson, D.C.S. [ajbsatn@usa.com](mailto:ajbsatn@usa.com)

Chairman of the Thesis/Project Review Committee, A.J. Jackson, D.C.S. [ajbsatn@usa.com](mailto:ajbsatn@usa.com)

Keynote Speaker, Charles W. Dahlquist,II, National Commissioner, BSA

Council Commissioner, Danny Van Horn [Danny.VanHorn@butlersnow.com](mailto:Danny.VanHorn@butlersnow.com)

Chickasaw Council Scout Executive & CEO, Richard Fisher

Thesis/Project Review Committee A.J. Jackson, D.C.S., Middle Tennessee Council

Ron Hubbard, D.C.S., Lincoln Trails Council

**DEGREE PRE-REQUISITES**

The Prerequisites, Course Requirements and Performance criteria are listed for each of the three degrees. Since a Thesis or Project is required for the Doctorate Degree, the thesis or project criteria are provided after the Doctorate Degree requirements.

NOTE: A person may participate in the college training without having the prerequisites, but no degree will be awarded until all of the requirements are met. It is up to the student commissioner to notify the Dean of the College with the necessary proof of completion to be credited with the appropriate degree.

**I. Bachelor of Commissioner Science Degree (BCS)**

Prerequisites:

1. Current registration as a commissioner
2. Current Youth Protection Training certificate
3. Complete Commissioner Orientation (*Commissioner Fieldbook*, Page 8)
4. Complete Commissioner Basic Training

Requirements:

Complete a minimum of seven courses of instruction with at least five (5) of the courses at the Bachelor program level.

Performance:

1. Approval of Council Commissioner or Assistant Council Commissioner
2. Approval of Scout Executive or Council Staff Advisor for Commissioner Service

**II. Bachelor of Roundtable Commissioner Science Degree (BCS)**

Prerequisites:

1. Current registration as a Roundtable Commissioner
2. Current Youth Protection Training certificate
3. Complete Commissioner Orientation (*Commissioner Fieldbook*, Page 8)
4. Complete Roundtable Commissioner Basic Training Course requirements

Requirements:

Complete seven (7) courses of instruction at the Bachelor program level.

Performance:

1. Approval of Council Commissioner or Assistant Council Commissioner
2. Approval of Scout Executive or Council Staff Advisor for Commissioner Service

**III. Master of Commissioner Science Degree (MCS)**

Prerequisites:

1. Current registration as a Commissioner
2. Current BSA Youth Protection Training Certificate
3. An approved Bachelors of Commissioner Science Degree
4. The Commissioner Arrowhead Honor

Requirements:

Complete a minimum of seven additional courses of instruction (a total of 14) with at least seven of the courses at the Master’s program level training.

Performance:

* 1. Approval of Council Commissioner or Assistant Council Commissioner
  2. Approval of Scout Executive or Council Staff Advisor for Commissioner Service

**IV. Candidate for the Doctorate of Commissioner Science**

Prerequisites:

1. Current registration as a Commissioner
2. Current BSA Youth Protection Training Certificate
3. An approved Masters of Commissioner Science Degree
4. The Commissioner’s Key

**V. Doctorate of Commissioner Science Degree (DCS)**

Prerequisites:

1. Current registration as a Commissioner
2. Current BSA Youth Protection Training Certificate
3. An approved Masters of Commissioner Science Degree
4. Awarded the Commissioner’s Key

Course Requirements:

1. Complete a minimum of ten additional courses of instruction not used to qualify for other college awards (total 24), at least five of the courses at the Doctorate Candidacy level training.
2. 10 of the 24 courses may not have previously been counted toward other college degrees
3. Classes taught will count toward fulfillment of this requirement, but only once for each course taught.

Thesis or Project:

1. Completion of a thesis or project on any topic of value to Scouting in the Chickasaw Council.
2. The topic and final paper or project must be approved by the Council Commissioner, or assigned Assistant Council Commissioner, and the Dean of the doctorate program, Thesis/Project Review Committee and the staff advisor for commissioner service.
3. The thesis may not be started until completion of the Masters Degree and approval of the Thesis/Project Review Committee.
4. The thesis must be submitted for review in an approved format.

Performance:

1. Serve on the College of Commissioner Science faculty (instructor or support staff) and work with training support for commissioners for at least one year
2. Approval of the Dean of the College, or Staff Adviser for Commissioner Service
3. Approval of Council Commissioner or Assistant Council Commissioner.
4. Approval of Scout Executive or Council Staff Advisor for Commissioner Service.

**NOTE:** Bachelor, Roundtable and Masters Degrees are normally conferred during graduation at the College of Commissioner Science. However if a degree is completed in the interim or a pre-requisite is satisfied, the degree may be given to the District Commissioner to be awarded at a Commissioners Meeting or to the Council Commissioner/Assistant Council Commissioner to be awarded to the Commissioner. **A Doctorate will only be conferred at the College of Commissioner Science**.

Anyone that has not fulfilled the prerequisites required of a Degree at any level, may take any additional courses, but cannot receive the degree until the prerequisites have been satisfied. The exception being the requirement “Current registration as a Commissioner.” **Only currently registered commissioners can receive a Degree at any level.**

**Doctorate Review Committee**

The Chickasaw Council College of Commissioner Science has formed a committee to review, preapprove the Thesis or Project topic, review and approve the final report. The purpose of this committee is to use a group rather than one person to determine the legitimacy of the project or thesis.

**The Thesis or Project Requirement**

One of the requirements to earn the Doctorate of Commissioner Science Degree is for the candidate to prepare a thesis or complete a project related to Commissioner Service. More information is provided in DCS courses 501-504.

**Topic Approval**

The topic for the thesis or project should be related to commissioner service and it should benefit the local Council. It must be preapproved by the Doctoral Review Committee, or other designated staff prior to starting the work. Follow the directions provided by the College for submitting the proposal. At minimum, the proposal should contain your name, and current commissioner position, a brief description of the purpose of the topic and why it was selected, and a proposed work outline to complete the final report. Please see Thesis/Project Submission Guidelines.

**Timeline to complete a Thesis or Project**

The candidate has an unlimited amount of time to complete their work. However, effort should be made to complete the work and final report within 12 months from the date of preapproval.

**Thesis**

The intent of the thesis is to improve some aspect of Commissioner Service. It is a concept, idea, and a theory. Your thesis is the basis for the work and the result of your research. Your thesis is the instructional manual and outline of the concept.

**Project**

The project is a task or planned program related to Commissioner Service that requires a significant amount of time, effort and planning to complete. It is an event, activity, or administrative change in a scope and size as approved by your Doctoral Review Committee.

It needs to be related to commissioner service and not a program event such as conducting a camporee. There is no requirement for a minimum number of hours necessary to carry out a project, but it should be significant enough to make an impact.

Some sample projects are:

* The development of processes and procedures for better tracking of commissioner to unit leader contacts or performance
* Creating a computer based college library for thesis archival
* Developing and carrying out an approved recruiting plan
* Planning and conducting a Commissioner Conference

**Report Structure for Thesis or Project**

The structure of either report is determined by the Doctorate Review Committee. This structure would include font style and size, margins, and spacing. The total length of either report should be about twenty double-spaced pages.

The final report for either the Thesis or Project should be comprehensive, clear and concise. It should leave an independent reader no doubt as to the topic, data research and conclusions. The work needs to show the degree of quality and professionalism that when posted on the council website, the information may be used by others to further the commissioner service in another district, council or region.

**Thesis or Project Report Format**

Either document should outline the main topic, the scope of which is a direct benefit commissioner service (at a district, council, or national level).

**Thesis elements**

1. Title Page

2. Executive Summary or Abstract (optional)

3. Table of Contents

4. Introduction

5. Body of Report:

* About 20 doubles spaced pages
* Supporting materials (graphs, pictures, charts, tables, or illustrations)

6. Conclusion or recommendations

7. Appendix (if needed)

8. Bibliography

9. Index (optional)

**Project Report depending on its purpose**

1. Title Page

2. Explanation of project’s worth

3. Table of Contents

4. Project description and purpose

5. Project evaluation

6. Recommendations or conclusions

7. Appendices as required

**Submission and final approval of report**

This set of documents is to be submitted to the Doctorate Review Committee or designated staff for final approval in a format as directed. This could be in printed or digital format.

The printed or electronic copy of the thesis/project will be placed in the College’s document library and made available to all commissioners as a reference for future use.

**RECRIPROCITY GUIDE**

Course credits and/or degrees may be earned from other commissioner colleges, providing certain criteria are met. Suggested course and degree reciprocity guidelines with other sponsored Colleges are provided below.

**Outside Course Work**

The Chickasaw Council College of Commissioner Science will credit courses from another Council to be applied towards a Chickasaw Council College of Commissioner Science Degree if prior approval has been obtained from the current Chickasaw Council College Chancellor, Dean of the College of Commissioner Science, the Council Commissioner, Staff Advisor to Commissioner Service, or the Scout Executive. Classes taken at aUniversity of Scouting that are not listed in the *Continuing Education for Commissioners Manual* do not transfer or count towards a degree requirement.

The college will honor Commissioners courses taken at the Philmont Training Center. Credit for a degree may be given if other requirements and pre-requisites are met.

**Degrees Earned out of Council**

The Chickasaw Council College of Commissioner Science will honor Bachelor and Master Degrees and awards from other Councils, if the following conditions are met for the particular degree below. Proof of the degree and/or award should be presented to the college for verification. The Chickasaw Council will honor degrees earned outside of the Council if the following conditions are met:

1. **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 by the Chickasaw Council if:

* 1. The degree was earned in the last 5 years.
  2. The Commissioner has been an active Commissioner since earning the degree.
  3. The college required a minimum of 7 courses for the degree, with 5 from the Bachelors level.
  4. The college courses applied toward the degree are equivalent courses to the courses offered on the Commissioner Training page of the National BSA Website.Classes/Courses taken atUniversity of Scouting do not count toward any degree.

If the Commissioner attended a one week Commissioners course at the Philmont Training Center within the immediate past three years, credit for a Bachelor 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 by the Chickasaw Council if:

1. The degree was earned in the last 5 years.
2. The Commissioner has been an active Commissioner since earning the degree.
3. The College required a minimum of 7 advanced courses for the degree above the Bachelors level program.
4. The college courses applied toward the degree are equivalent courses to the courses offered in the Commissioner Training page of the National BSA Website*.* Classes taken atUniversity of Scouting do not count toward any degree.

If the Commissioner attended a one week Commissioners course at the Philmont Training Center within the immediate past three (3) years should be counted in lieu of the listed courses, credit for a Masters degree may be given if all 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 Chickasaw Council College Chancellor, Dean of the College of Commissioner Science, the Council Commissioner, Staff Advisor to Commissioner Service, or the Scout Executive. However, credit for courses or a thesis outside of the Chickasaw Council will only be given if:

1. The candidate has been an active Commissioner since completing the course work or thesis.
2. The candidate has been registered as a Commissioner and been active in Chickasaw Council for at least one year.
3. A candidate has participated in (faculty or staff) at least one Chickasaw Council College of Commissioner Science.

**NOTE:** The Chickasaw Council College of Commissioner Science will honor the following awards earned in another Council:

1. The Commissioner Arrowhead
2. The Commissioner Key
3. Doctorate of Commissioner Science Degree and Knot.

Any requirement or reciprocity issues not addressed by this document may be resolved by contacting the College Chancellor, Dean of the College of Commissioner Science, the Council Commissioner, or the Staff Advisor to Commissioner Service.

**CURRICULUM DESCRIPTION**

**Bachelors Program**

**BCS 102 - Unit Charter Renewal**

Participants of this course should be able to upon completion:

* Describe the charter concept and how Scouting works to register units through chartered partner organizations.
* Know the typical timeline for annual renewal of charter agreements and unit charters.
* Identify ways to guide units and chartered partner organizations through the renewal process, including membership inventory and use of the online charter renewal tool.

**BCS 103 -** **The Commissioner and the District**

Participants of this course should be able to upon completion:

* Explain typical District structure and the functions of the District.
* Understand the relationship of District professional staff and volunteers.
* Know how to use the resources of the District to better support the units they serve.
* Recognize the qualities of a successful district using the Journey to Excellence scorecard.

**BCS 104 –** **Contacting Units**

Participants of this course should be able to upon completion:

* Describe how the concept of commissioner service is demonstrated in frequent unit contacts.
* Identify ways to demonstrate good commissioner service as we serve as friend, teacher, doctor, counselor, coach, mentor, and representative of the BSA.
* Explain the importance of using the Commissioner Tools to record and manage unit contacts.

**BCS 105 - Practical Solutions to Common Unit Needs**

Participants of this course will become familiar with how to respond to these concerns using Commissioner Tools and Early Warning Signals.

**BCS 106 – A Commissioner’s Priorities**

Participants of this course will become familiar with the four focus areas

* + Supporting unit growth through the Journey to Excellence
  + Contacting units and capturing their strengths and needs in *Commissioner Tools*
  + Linking unit needs to district operating committee resources
  + Supporting timely charter renewal

**BCS 112 – What would You Do**

This is a group participation/discussion session on some fascinating situa­tions that commissioners might encounter.

**BCS 116 - Collaborative Assessments**

Participants of this course should be able to upon completion:

* Recognize the importance of the Collaborative Assessment
* Know the Unit Service Plan
* Know responsibilities
* Be able to monitor progress

**Roundtable Program**

**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.

Participants of this course will be able to:

* Describe how the position of Roundtable Commissioner/Staff fits into the BSA Commissioner Service Structure.
* Define the purpose of Roundtable and its importance in supporting district and council operations.
* List the functions of the Roundtable in providing service and supplemental training to unit leaders.

**BCS 151 – The Roundtable Commissioner Team**

Participants of this course will be able to detail the duties and responsibilites of the Roundtable Commissioner Team by looking at the individual responsibilities of each member of the Roundtable Commissioner Team.

Participants of this course will be able to:

* Identify the purpose of Roundtables
* Identify what should unit leaders expect from a Roundtable
* Discuss what a successful Roundtable looks, sound, tastes, smells, and feels like
* Describe the qualities Roundtable Commissioner Team members should have
* Describe the positions of a Roundtable Commissioner Team
* Identify what the duties are of each Roundtable Commissioner Team member
* Understand the leadership roles of Roundtable Commissioner Team

**BCS 152 – Using the Roundtable Program Guides**

This presentation will 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.

Participants of this course will:

* Identify the Planning Guides for Cub Scout and Boy Scout Roundtable, Varsity Huddle and Venturing Forum
* Discuss how to adapt the Boy Scout Roundtable Guide for the Varsity Huddle
* Discuss why using the Roundtable Planning Guides is important
* Review Parts of the Roundtable Planning Guides

**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. This sometimes means that a district and/or council needs to overcome internal concerns and some longstanding “you don’t need to go” types of sentiments that may have developed from a weak or ill marketed roundtable.

**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. 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 Cub Scouts.

Participants of this course will:

* Be introduced to the Cub Scout Roundtable Guide and how to use it
* Be informed of the length and format of Cub Scout Roundtable
* Be informed of the parts of a Cub Scout Roundtable
* Will delve deeper into the Cub Scout Interest Topic
* Be introduced to components of the CUB SCOUT SESSION portion of Roundtables

**BCS 155 – Boy Scout Roundtables**

Boy 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. 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 Boy Scouts.

Participants of this course will:

* Be introduced to the Boy Scout Roundtable Guide and how to use it
* Be informed of the length and format of Boy Scout Roundtable
* Be informed of the parts of a Boy Scout Roundtable
* Be introduced to components of the BOY SCOUT SESSION portion of Roundtables

**BCS 156 – Recruiting, Training & 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. You can build an effective roundtable staff with any of the following resources:

* Roundtable participants
* Roundtable staff members’ recommendations
* District functions—camporees, training sessions, etc.
* Recommendations from district committee, commissioner’s staff, district program chairmen, district and council executives
* Newcomer to the district or relocated Scouter who has had experience in the Scouting program might have ‘‘burned out’’ in another position yet retains strong interest in Scouting

**Masters Program**

**MCS 309 - Good Commissioners Need Both Head and Heart**

The objective of this course 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 course 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 Assistant District Commissioners**

The assistant district commissioner carries a vision of effective Scouting and must communicate that vision through unit commissioners to every unit leader they serve.

The objective of this course is to help ADCs understand that they make or break a district’s ability to ensure that every unit receives competent commissioner service. Even the best district commissioner in the council can’t personally train and guide all of the unit commissioners in the district (in a 60-unit district, that’s at least 20 people). So, ADCs are responsible for an assigned share of units in the district, and they supervise the commissioners who serve those units.

**MCS 312 - Recruiting New Commissioners**

Participants of this course should be able to know upon completion:

* The various methods of recruiting commissioners

**MCS 315 – Effective Unit Service in Urban Communities**

Participants of this course should understand and be able to identify those urban communities where poverty is a prevailing influence and where community considerations require refinement and flexibility for volunteer-led packs, troops, crews and posts to be successful. Service to low-income communities is part of our Scouting roots. Lord Baden-Powell said, “*Our aim is to give equal chances to all and to give the most help to the least fortunate*.”

**MCS 318 - Top 10 Ways to Assure Good Commissioner Service**

The course is designed to help experienced commissioners review their priorities and summarizes key factors in good commissioner service

**MCS 321 – Service to New Units**

A new unit is a chartered unit that has not reached its first recharter and are novices at the scouting game. A unit that has expired and is being restarted can also be described as a new unit. 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 325 - Consider your Spouse and Family**

This course is intended to assist commissioners in ways to understand and strengthen their marriage and/or family relationships so that Scouting augments rather than detracts from the family and increases their personal happiness and tenure as a commissioner.

**Doctorate Candidacy Program**

**DCS 501 - Selecting a Thesis/Project Topic**

This session introduces the participants to;

* the thesis or project,
* discusses what constitutes a good thesis / research topic or a DCS project,
* helps participants select their general topic.

**DCS 502 - Limiting the Scope of the Topic**

Participants receive help in reducing the thesis/project topic to a workable size and get ideas for their thesis or project research.

**DCS 503 - Developing the Thesis/Project Outline and Writing the Report**

This session covers the thesis/project outline and a variety of suggestions for writing and revising the report.

**DCS 504 - Thesis/Project Workshop**

This session is for those participants who feel they need more help getting started on or completing their thesis/project.

**DCS 514 - The Commissioner and the Professional**

Participants learn more about the relationship between the commissioner and the professional and how they can work closely together to reach a common goal of providing quality service to units.

**Note:** There are no courses at this time (although some of the courses will refer to these new topics) that directly relate to 'Commissioner Tools,' 'Unit Service plan,' and 'Mining Commissioner Tools for Reports’ because most of the same information is available for self-study at: http://www.scouting.org/scoutsource/Commissioners/tools.aspx  There you will find a PowerPoint Presentation of the Unit Service Plan: http://www.scouting.org/filestore/commissioner/ppt/Unit\_Service\_Plan.ppt As well as 19 videos on the Tools and a PowerPoint presentation at the bottom: http://www.scouting.org/filestore/commissioner/ppt/Commissioners\_Tools\_and\_Unit\_Service\_Plan.ppt

BCS - 116 – Collaborative Assessments will discuss ‘Unit Assessments.’

Additional social media resources for Commissioner Tools:

A closed group that Commissioners can join

https://www.facebook.com/CommissionersOfTheBoyScoutsOfAmerica

and

https://www.facebook.com/groups/bsa.commissioners/

and

https://www.youtube.com/results?search\_query=commissionertools%40scoutingmultimedia

See the Fall 2014 issue of *The Commissioner* “Lines of Communication” page for more social media links.

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| **2017 Chickasaw Council College of Commissioner Science**  **August 12, 2017** | | | | | |  |
| **Time** | Bachelor Room 214 | Roundtable  Room 216 | Master  Room 218 | Doctorate Candidacy  Room 201 |
| Registration  7:00 – 7:30 | Main Front Lobby | | | |  | |
| Opening  Session  7:30 – 8:00 | All Students, Faculty & Staff  Introduction of Faculty and Guests | | | |  | |
| Instruction  Class 1  8:00 – 8:50 | BCS 106 - A Commissioner’s Priorities | BCS 150 -  Roundtables in Commissioner Service | MCS 311 – All About Assistant District Commissioners | DCS 501 – Selecting a Thesis Topic |
| Instruction  Class 2  9:00 – 9:50 | BCS 102 - Unit Charter Renewal | BCS 151 - The Roundtable Commissioner Team | MCS 309 – Good Commissions Need Both Head & Heart | DCS 502 – Limiting the Scope of the Topic |
| Instruction  Class 3  10:00 – 10:50 | BCS 103 -  The Commissioner and the District | BCS 152 - Using the Roundtable Program Guides | MCS 315 – Effective Unit Service in Urban Communities | DCS 503 – Developing the Thesis or Project |
| Instruction  Class 4  11:00 – 11:50 | BCS 104 -  Contacting Units | BCS 153 -  Promoting Roundtables | MCS 321 – New Unit Service | DCS 504 – Thesis Project Workshop |
| Lunch  12:00 – 12:30 | All Students & Faculty | | | |  | |
| Keynote  Speaker  12:30 – 1:00 | All Students & Faculty  Keynote Speaker: Charles W. Dahlquist, II, National Commissioner, BSA | | | |  | |
| Combined Instruction  Class 5  1:00 – 1:50 | All Students & Faculty  DCS 514 – The Commissioner and the Professional  Randy Nelson & Richard Fisher | | | |  | |
| Instruction  Class 5  2:00 – 2:50 | BCS 105 -  Practical Solutions to Common Unit Needs | BCS 154 -  Cub Scout Roundtables | MCS 312  Recruiting New Commissioners |  | |
| Instruction  Class 6  3:00 – 3:50 | BCS 112 - What would You Do | BCS 155 -  Boy Scout Roundtables | MCS 318 – Top 10 ways to Ensure Good Commissioner Service |  | |
| Instruction  Class 7  4:00 – 4:50 | BCS 116 -  Collaborative Assessments | BCS 156 -  Recruiting, Training & Recognizing the Roundtable Team | MCS 325 – Consider Your Spouse & Family |  | |
| Closing  5:00 – 5:30 | All Students & Faculty  Graduation | | | | |  |
|  | | | | | |  |

**APPLICATION FOR ENROLLMENT**

**2017 Chickasaw Council College of Commissioner Science**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Council:**

(Please print clearly – One participant per application)

**Current Registration as** (circle one): Unit Commissioner ID#

Roundtable Commissioner

Administrative Commissioner (ADC, DC, ACC, CC, etc.)

**Specific Position Title: District:**

**Current BSA registration valid through: \_\_\_\_\_ month \_\_\_\_\_ year**

**Date completed Commissioner Basic Training: \_\_\_\_\_ month \_\_\_\_ year**

**Date completed Arrowhead Honor: \_\_\_\_\_ month \_\_\_\_ year**

**Date completed Commissioners Key: \_\_\_\_\_ month \_\_\_\_ year**

**Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Degree Level:** Check one

**\_\_\_\_ Bachelor of Commissioner Science Degree**

**\_\_\_\_ Roundtable of Commissioner Science Degree**

**\_\_\_\_ Master of Commissioner Science Degree Date completed Bachelors Degree**

**\_\_\_\_ Candidate for Doctorate of Commissioner Science (Certificate of Completion)**

**Date completed Masters Degree**

**\_\_\_\_ Doctorate of Commissioner Science Degree Submit Complete Progress Record for D.C.S.**

\_\_\_\_ **Faculty & Staff only** (not enrolled in a degree program)

**Fees** (circle the one that applies)

Degree Program participants $25.00

Faculty & Staff (not enrolled) $15.00

Non Degree participant $15.00

Late Fee (after July 15, 2017) $5.00

**Total Fees Enclosed $\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Note:** Participants are responsible for attending this College prepared with a hard copy of all the current manuals or bringing a laptop with the manuals loaded on the hard-drive. The current manuals are no longer in print and can be downloaded by clicking on the following link (detailed on page 16): http://www.scouting.org/scoutsource/Commissioners/Manuals.aspx

**If registering Via on-line:** Please copy this page and complete the form, forward a scanned copy as an attachment to the on-line email confirmation of registration payment to: Andrew Humphreys, College Registrar, andrew.humphreys@gmail.com . As soon as this information is received we will begin confirming that the pre-requisites for the Degree Program that you have enrolled in have been met.

**If registering Via snail mail:** Please make checks payable to Chickasaw Council, BSA and mail to: Chickasaw Council, attention: Chickasaw Council College of Commissioner Science, 171 S. Hollywood, Memphis, Tennessee 38112. Then forward a scanned copy of this form (completed) to: Andrew Humphreys, College Registrar, andrew.humphreys@gmail.com . As soon as this information is received we will begin confirming that the pre-requisites for the Degree Program that you have enrolled in have been met.

Refunds will only be made upon written request to Chickasaw Council and approved by the Scout executive.

**On-Line Resources for Commissioners attending the**

**2017 Chickasaw Council College of Commissioner Science**

Commissioner Service

http://www.scouting.org/scoutsource/Commissioners/Manuals.aspx

*Commissioner Fieldbook for Unit Service*, No. 33621, 2012 Printing

*Administration of Commissioner Service*, No. 34501, 2010 Printing

*Unit Performance Guide*, Volume 4, Gold Edition, No. 522-025, 2016 Printing

*Council Commissioners Manual*, No. 522-015, 2010 Printing

For Roundtable Commissioners

The Cub Scout Roundtable Guide, #510-714, 2016-2017, 2016 printing

The Boy Scout Roundtable Guide, #510-714, 2016-2017, 2016 printing

Venturing Monthly Program Forum, #34342, 2009 printing

Program Features for Troops, Teams, and Crews, Vols. 1, 2, 3

<http://www.scouting.org/scoutsource/boyscouts/resources/programfeaturesvols1-3.aspx>

Basic Training Manuals, all Commissioner Positions

<http://bsaseabase.org/Home/Commissioners/training/basic_training.aspx>

General Information:

<http://scouting.org/sitecore/content/Home/Commissioners/resources.aspx>

*2009-2010 Insignia Guide*, No. 33066\*

<http://www.scouting.org/scoutsource/Media/InsigniaGuide.aspx>

*Guide to Safe Scouting*, No. 34416A\* <http://www.scouting.org/scoutsource/HealthandSafety/GSS/toc.aspx>

Roundtable Changes

<http://bsaseabase.org/home/commissioners/roundtable/roundtablechanges.aspx>