



Suffolk County Council, BSA
2001 Commissioner College of Science
Dowling NAT Center
January 12-14, 2001

To: Commissioners, District/Council volunteers, Council Professional and Unit-Level Scouters
From: Robert M. Koch, Council Commissioner, Suffolk County Council
Subject: **Suffolk County Council 2001 Commissioner College Invitation**

It is with great pleasure to announce our Commissioner College to be held January 12-14, 2001 at the Dowling NAT Center in Brookhaven. Through our early promotion, many of you have already been notified of the event and have made plans to attend. The attached materials should provide you with the information necessary to select the desired "track" of instruction. If this is your first college, the level of education that you will receive and the fellowship provided will astound you. For those that have attended colleges in the past, then you will be able to see the improvements that have been made in order to meet the needs of a commissioner.

Here's what we have to offer for our 2001 Commissioner College:

- ?? A full weekend event that provides increased instruction and enough time to build team unity through fellowship events (Have not had a weekend-long college for the past eight years)
- ?? Offering our traditional Bachelors, Masters (2 different tracks) and Doctorate Programs
- ?? Adding a Roundtable Basic Program to assist Roundtable Staffs improve their service to the unit leaders
- ?? Added "Toolkit for the 21st Century Commissioner" Continuing Education Program(see details)
- ?? Special Friday night programs will include Adult Youth Protection (required for all commissioners) and an overview of the latest information on the changes being made to the Adult and Junior Leader Training Programs
- ?? Inviting more than just commissioners to the college. Any Registered Scouter is invited to attend
- ?? Have established a special program for Non-Commissioners
- ?? Providing a Commissioners Midway with the purpose of raising the commissioners level of awareness of special programs to offer the units, scouts and leaders that we serve
- ?? A robust staff of commissioners led by Andy Calev (ACC – Dean of Education) to focus on instruction, special programs, facilities and social events
- ?? Our Special Feature this year will be High Adventure. This program will provide the following services to commissioners and scouters:
 - ☞ The Council High Adventure Committee will highlight their 2001 program opportunities
 - ☞ **Special Guest, Phil Mahalik, Director of Philmont Scout Ranch will be our Dinner Speaker. Phil will discuss National High Adventure Base Programs as well as local High Adventure opportunities**

The 2001 Commissioner College will be one of the best Suffolk County Council Training Events and you don't want to miss it. Those that are able to attend the entire weekend will gain the biggest benefit. Although this is a training event, one of the chief purposes is to have FUN. You don't want to miss it!! Sign up early, there is limited space in the dormitories.

Robert M Koch

Suffolk County Council, B.S.A.
College of Commissioner Science

Dowling College NAT Center, Brookhaven, NY, January 12 - 14, 2001

Dear Commissioner, RT Staff Member, District Member, Unit Committee Member, Scouter,

It is my pleasure to invite you to attend Commissioner College 2001 with Continuing Education for non-Commissioners. The College is designed to give you the information and guidance to better contribute to the Scouting Program. Dowling College NAT Center is located about 1 mile south of the L.I.E. (495) - Exit 68.

For Roundtable Commissioners, Staff Members, and potential staff members, we will be offering our Roundtable Basic Plus. One exciting program instructed by Roundtable Commissioners and Staff Members.

The program will have separate Boy Scout and Cub Scout programs, to better meet your specific requirements. This training program is exactly what you need to build a successful Roundtable... and increase attendance!

For Commissioners, we will be presenting a complete Commissioner Science degree program. A comprehensive Bachelor of Commissioner Science degree program focused on improving unit service. This is the starting point for all new Commissioners. *If you have not taken Commissioner Basic, don't worry... we will arrange for you to take it in the spring!* The Master of Commissioner Science (I) not only gives you the tools and techniques necessary to provide "Unit Lifesaving", but continues your Commissioner Service education. The Master of Commissioner Science (II) is intended for District and Assistant District Commissioners, and is geared toward learning more about the administrative methods to excel as a Commissioner. The Doctor of Commissioner Science is the final step in completing the traditional coursework. These courses will also help prepare the Commissioner in writing their "Commissioner Thesis".

For District Members, Unit Committee Members, Scouters, and Commissioners too, we are offering College of Commissioner Science *Continuing Education* courses. For those of you looking to further your Scouting education regarding... *The Challenged Scout, Staff Management & Development, Computer Resourcing, and more, these courses are for you!* This enlightening and fun weekend will qualify you for a "Certificate of Achievement for Continuing Education".

Special presentations for all attendees on Junior & Adult Leader Training, High Adventure Programs/ Camping/Training, and Venturing are sure to create future awareness. A Keynote speaker and B.S.A. Guest speaker will round out the presentations. ***For those that require it, we will be offering Youth Protection Training - (BSC107) Friday evening from 8:30 - 10:00.***

We are planning an exciting weekend full of fun and fellowship.

**Please review the courses and schedule, then complete the "Registration" form...
Fax or Mail the completed Registration form... submit prior to December 20th 2000.**

Accommodations: The Dowling College Nat Center has separate dormitory facilities (2 - 3 bedroom suites). Each participant needs to bring a sleeping bag or sheets/blanket and their own towels.

*If you have any questions, please feel free to contact me at
ajcalev@eye4imaging.com*

I look forward to seeing you at this exciting educational event...

Andy Calev

Assistant Council Commissioner,
Dean of the College of Commissioner Science

Suffolk County Council, B.S.A.
College of Commissioner Science

Final Schedule - January 12, 13 & 14, 2001

Day	Time	BCS	MCS 1	MCS 2	DCS	C Ed	RT
Friday <i>Evening</i>	6:00-8:00	Registration, Check In, and Dorm Assignments					
Required ?	8:00-8:30	Opening, Council Commissioner and Dean's Welcome, Orientation, and Assignments					
Special ?	8:30-10:00	Youth Protection (BCS107) - <i>For those that require it!</i>					
Special ?	8:30-10:00	Overview: New Junior & Adult Leader Training Programs (Awareness of what's new)					
	10:00-12:00	Cracker Barrel - Fellowship and Fun					
Saturday <i>Morning</i>	08:00-08:55	Breakfast - <i>Continental</i> Check-in for Saturday Arrivals					
	09:00-09:20	Opening and Welcome					
	09:20-09:55	General Session - Keynote Speaker					
	10:00-10:55	BCS101	MCS301	MCS401	DCS601	CCS518 <u>D</u>	RT Basic Plus
	11:00-11:55	BCS102	MCS302	MCS402	DCS602	CCS519 <u>D</u>	RT Basic Plus
<i>Noon</i>	12:00-1:25	Lunch/Remarks/Fellowship/Scouting Midway					
	1:30-2:25	BCS103 <u>D</u>	MCS306	CCS521	DCS603	CCS521	RT Basic Plus
	2:30-3:25	BCS104	MCS303	CCS520	DCS604	CCS520 <u>D</u>	RT Basic Plus
	3:30-4:25	BCS105	MCS304	CCS410	DCS608 <u>D</u>	CCS410	RT Basic Plus
<i>Evening</i>	4:30-5:25	District Fellowship - <i>Preparation for Evening Events</i>					
	5:30-6:55	Dinner - <i>Hi Jinks/Skits - short remarks from poobahs</i>					
	7:00-7:55	High Adventure Programs/Camping/Training Presentation (CCS119)					
	8:00 - 8:55	Boy Scouts of America - Guest Speaker					
	9:00-12:00	Fellowship - <i>Social Events</i>					
Sunday <i>Morning</i>	7:30-8:25	Breakfast - <i>Continental</i>					
	8:30-8:50	Scouts Own					
	09:00-09:55	BCS106	MCS307	CCS620	CCS620 <u>D</u>	CCS522	BCS106
	10:00-10:55	CCS110 <u>D</u>	CCS512	CCS512	CCS512	CCS523	CCS523
Required ?	11:00-11:55	Venturing Presentation and Venturing Q & A (CCS525)					
Required ?	12:00-12:30	Graduation, recognition's, and closing					

This schedule may be subject to modification depending on course enrollment.

NOTE: MCS 1 is aimed mainly at commissioners serving units. MCS 2 is aimed mainly at ADC's.
The selected Master's track should provide support to the type of assignment held by the commissioner.

D - Recommended courses for District Members, Unit Committee Members, and Non-Commissioners.

Suffolk County Council, B.S.A.

College of Commissioner Science

NAT Center, January 12 - 14, 2001

Statement of Prerequisites, Programs of Instruction, and Degree Requirements

Bachelor of Commissioner Science Degree (BCS)

Prerequisites:

- ✍ Current registration as a commissioner (including recent recruits)
- ✍ Completion of commissioner orientation (*Commissioner Fieldbook*)
- ✍ Completion of Commissioner Basic Training (*May be waived, but no diploma/recognition will be given until Commissioner Basic Training is completed*)

Program of Instruction:

- BCS 101** **Introduction to Commissioner Science:** An overview of commissioner service and the single most important resource - The *Commissioner Fieldbook* as well as other useful resources.
- BCS 102** **Unit Charter Renewal:** Review a proven plan for annual registration of Scouting units on time with minimal loss in membership and leaders. Learn the role of the commissioner to facilitate and achieve on-time charter renewal.
- BCS 103** **The Commissioner and the District:** Interaction of the commissioner with the district executive and district committee. Understanding district and council operation.
- BCS 104** **Unit Visitation:** Provides participants with insights on effective unit visits, what to look for, and how to be a help-not a hindrance.
- BCS 105** **Practical Solutions to Common Unit Needs:** Helps commissioners understand how to respond to unit needs. Participants become familiar with *Unit Commissioner Worksheets* and *Commissioner Helps for Packs, Troops, and Posts*.
- BCS 106** **A Commissioner's Priorities:** Suggests the priorities for a unit commissioner's Scouting time and energy, reviews steps in handling unit problems, and covers the important Quality Unit Award.
- CCS 110** **Roundtable:** An overview of roundtable operations for the new commissioner to explain the purpose of roundtable and the elements and considerations that go into conducting a roundtable. Ways a unit commissioner can contribute to the success of a roundtable program and the value of the roundtable program to the unit and commissioner serving it.

Degree Requirements:

Completion of seven courses of instruction, at least five of the courses at the Bachelor's program level.

Master of Commissioner Science Degree (MCS 1)

Unit Commissioner Track (MCS 1)

Prerequisites

- ✍ Completion of Bachelor's degree or have been awarded the Commissioner's Key
- ✍ Earned Arrowhead Honor
- ✍ Current registration as a commissioner

MCS 301 **No-Lapse/No-Drop Commitment:** The group will explore 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 Finance:** An overview of the unit budget plan, who pays for Scouting at all levels, a variety of successful unit money-earning projects, and how to help units with special financial needs.

MCS 303 **Commissioner Lifesaving I:** This session sets the stage for saving a unit and reviews the basic unit life-saving steps.

MCS 304 **Commissioner Lifesaving II:** This is an in-depth continuation of MCS 303, dealing with the seven unit "hurry cases"

MCS 306 **Counseling Skills:** This session presents counseling as an effective method for commissioners to help units succeed. It covers many elements of good counseling.

MCS 307 **Webelos-to-Scout Transition:** Covers important ways commissioners can help boys make the transition from a Cub Scout pack to a Boy Scout troop.

CCS 512 **The Challenged Scout:** Regular scouting units may contain emotionally, mentally, or physically challenged youth. This course makes the commissioner aware of resources available to assist units in providing program to these youth and program options available.

Degree requirements:

Completion of seven additional courses of instruction (total of 14), at least seven courses at the Master's program level.

Master of Commissioner Science Degree (MCS 2)

ADC, DC, RTC Track (MCS 2)

Prerequisites

- ✍ Completion of Bachelor's degree or have been awarded the Commissioner's Key
- ✍ Earned Arrowhead Honor
- ✍ Current registration as a commissioner

- MCS 401** **Just for ADCs:** 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 402** **Recruiting New Commissioners:** This bread-and-butter session for all administrative commissioners covers all the steps of recruiting commissioners, group recruiting techniques, and sources of prospects.
- CCS 410** **Commissioner Staff Management/Development:** This course will focus on managing commissioner "careers" from point of recruitment through training, assignments, identification of staff for promotion, and career development opportunities. Covers appointments, termination, evaluation and other matters.
- CCS 520** **Computer Resourcing:** Covers using the Internet as a research tool beginning with the basics and discussing various ways to access the Internet, what to do when you get there, and exploring a number of useful sites. Helpful hints for both the novice and the intermediate user.
- CCS 521** **Scoutnet 2000/Troopmaster/Packmaster:** An explanation of Scoutnet 2000 and the planned capacity to link with Troopmaster and Packmaster software in use in many units. This course should enable you to explain these changes to your commissioners and units.
- CCS 512** **The Challenged Scout:** Regular scouting units may contain emotionally, mentally, or physically challenged youth. This course makes the commissioner aware of resources available to assist units in providing program to these youth and program options available. Commissioners who have previously taken CCS 512 can sign up for CCS 523. (See Continuing Education Curriculum)
- CCS 620** **Council and District Organization/Procedures:** An overview of Council and District operations beginning with the Articles of Incorporation and Bye-Laws and tracking how the Council and District organizations implement those documents. Commissioners who have previously taken CCS 512 can sign up for CCS 523. (See Continuing Education Curriculum)

Degree requirements:

Completion of seven additional courses of instruction (total of 14), at least seven courses at the Master's program level.

Doctor of Commissioner Science Degree (DCS)

Prerequisites

- ✍ Completion of Master's Degree
- ✍ Have been awarded the Commissioner's Key
- ✍ Current registration as a Commissioner

Program of Instruction:

- DCS 601** **Selecting a Thesis/Research Project Topic:** This session introduces the participants to the thesis project, discusses what constitutes a good thesis or research topic, and helps them select their general thesis topic.
- DCS 602** **Limiting the Scope of the Topic:** Participants receive help in reducing the thesis topic to workable size and ideas for thesis/project research.
- DCS 603** **Developing the Thesis Outline and Writing the Report** This session covers the thesis outline and a variety of suggestions for writing and revising the report.
- DCS 604** **Thesis Workshop:** This course is for those who feel they need more help getting started on or completing their thesis.
- DCS 608** **Advanced Commissioner Lifesaving:** Administrative commissioners are taught to give leadership to a commissioner lifesaving concept. It also guides selected districts in setting up the life -saving team approach.
- CCS 620** **Council and District Organization/Procedures:** An overview of Council and District operations beginning with the Articles of Incorporation and Bye-Laws and tracking how the Council and District organizations implement those documents Commissioners who have previously completed this course may take CCS 522. (See Continuing Education Curriculum)
- CCS 512** **The Challenged Scout:** Regular scouting units may contain emotionally, mentally, or physically challenged youth. This course makes the commissioner aware of resources available to assist units in providing program to these youth and program options available. Commissioners who have previously completed this course may take CCS 523 (See Continuing Education Curriculum)

Degree Requirements:

- 1. Thesis or Research Project:** ✍Completion of a thesis or research project on any topic of value to Scouting in the local council. ✍The topic and final paper must be approved by the Dean of the Doctor's program and the staff adviser.
- 2.** Completion of ten additional courses (total of 24), at least 5 of the courses from the Doctor's program of instruction. Other courses may not duplicate those used to satisfy other degree requirements (Masters, Bachelors, Roundtable). Continuing education courses offered within the Master's curriculum or certified and offered through the Commissioner College or Conference may be used.
- 3.** Serve on the College of Commissioner Science faculty (instructor or support staff) for at least one year.
- 4.** Recruit at least three new commissioners.

Certificate of Achievement for Continuing Education (CCS)

Prerequisites

Current registration in local council, Boy Scouts of America

Course Requirements

- CCS 518** **Effective Communication:** Often much of the problems between scouters stems from a lack of good communications. This course focuses on effective interpersonal communications - keeping others informed, making expectations and needs clear, etc. The importance of good, positive communications styles.
- CCS 519** **Presentation Aids:** Commissioners often need to make short training presentations, speeches etc. This course covers the effective use of audio visual aids in your work.
- CCS 410** **Commissioner Staff Management/Development:** This course will focus on managing commissioner "careers" from point of recruitment through training, assignments, identification of staff for promotion, and career development opportunities. Covers appointments, termination, evaluation and other matters.
- CCS 520** **Computer Resourcing:** Covers using the Internet as a research tool beginning with the basics and discussing various ways to access the Internet, what to do when you get there, and exploring a number of useful sites. Helpful hints for both the novice and the intermediate user.
- CCS 521** **Scoutnet 2000/Troopmaster/Packmaster:** An explanation of Scoutnet 2000 and the planned capacity to link with Troopmaster and Packmaster software in use in many units. This course should enable you to explain these changes to your commissioners and units.
- CCS 522** **Paper, Paper:** Scouting has forms for just about everything. This is a review of everything from the common to the esoteric required of units and commissioners by the good ol' BSA. You might be surprised!
- CCS 523** **Publicity/Marketing:** A presentation on how to promote scouting within the community; what constitutes a "newsworthy" story or photograph - getting the story across.

Degree requirements:

1. Complete the program of instruction
2. Complete (CCS119) - High Adventure Programs/Camping/ Training Presentation
3. Complete (CCS525) - Venturing Presentation and Venturing Q & A

College of Commissioner Science

Dowling College NAT Center, Brookhaven, NY, January 12 - 14, 2001

Registration

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: () _____ E-mail address: _____

Council: _____ District: _____

Current Scouting Position: _____

I have taken Commissioner Basic? (check one) Yes___ No___ Date _____

Commissioner College of Science - Degree earned: _____ Date: _____

Commissioner College of Science - Past Faculty member? (check one) Yes___ No___

Commissioner Recognition? (check) None___ Arrowhead___ Comm. Key___ Distinguished___

A. Are you enrolling for the Bachelor's Program?

(check one) Yes___ *skip B. and go to C.* No___ *go to B.*

B. If you are enrolling for the Master's, Doctor's, or Continuing Education Program, please enter the courses you plan to take: (You must enter seven courses)

<i>Time - 1/13</i>	<i>Course #</i>	<i>Time - 1/13</i>	<i>Course #</i>	<i>Time - 1/14</i>	<i>Course #</i>
10:00 - 10:55		2:30 - 3:25		9:00 - 9:55	
11:00 - 11:55		3:30 - 4:25		10:00 - 10:55	
1:30 - 2:25					

C. How would you like your name on your nametag? (please print)

First _____ Last _____

D. Who is your District Commissioner? _____

E. Who is your District Executive? _____

F. \$75.00 tuition/room/meals enclosed? Check: Payable to Suffolk County Council, B.S.A.

\$50.00 tuition/meals enclosed?

Credit Card Type: MasterCard ___ Visa ___ Discover ___ AMEX ___ Exp. Date _____

Credit Card # _____ Signature _____

Fax to: 631-924-7145

Mail to: Suffolk County Council, B.S.A., 7 Scouting Blvd., Medford, NY 11763

College of Commissioner Science

Commissioner's Record Sheet

Commissioner's Name: _____

Position: _____ Year: _____

Position: _____ Year: _____

Position: _____ Year: _____

Position: _____ Year: _____

Position: _____ Year: _____

Bachelor's Degree

BCS101 20__	BCS102 20__	BCS103 20__	BCS104 20__	BCS105 20__
BCS106 20__	BCS107 20__	BCS108 20__	BCS109 20__	BCS110 20__
BCS111 20__	BCS112 20__			

Degree requirements: Completion of seven courses of instruction, at least five of the courses at the Bachelor's program level.

Master's Degree

MCS301 20__	MCS302 20__	MCS303 20__	MCS304 20__	MCS305 20__
MCS307 20__	MCS308 20__	MCS401 20__	MCS402 20__	MCS403 20__
MCS404 20__	MCS405 20__	MCS406 20__	MCS407 20__	

Degree requirements: Completion of seven additional courses of instruction (total of 14), at least seven courses at the Master's program level.

Doctor's Degree

DCS601 20__	DCS602 20__	DCS603 20__	DCS604 20__	DCS605 20__
DCS611 20__	DCS611 20__	DCS612 20__		

Degree requirements:

- 1 - Completion of ten additional courses of instruction (total of 24), at least 5 of the courses from the Doctor's program level. Other courses may not duplicate those used to satisfy other degree requirements (Bachelor's, Master's, Roundtable). Continuing education courses offered within the Master's curriculum or certified and offered through the Commissioner College or Conference may be used.*
- 2 - Serve on the College of Commissioner Science faculty (instructor or support staff) for at least one year.*
- 3 - Recruit at least three new Commissioners.*
- 4 - Completion of a thesis or research project on any topic of value to Scouting in the local council. The topic and final paper must be approved by the Dean of the Doctor's program and staff advisor.*

Continuing Education

CCS110 20__	CCS410 20__	CCS512 20__	CCS518 20__	CCS518 20__
CCS519 20__	CCS520 20__	CCS521 20__	CCS522 20__	CCS523 20__
CCS525 20__				