

# VIKING COUNCIL, BSA

## COLLEGE OF COMMISSIONER SCIENCE



**NOVEMBER 23, 2002**

**OUR LADY OF GRACE CATHOLIC CHURCH**

5071 Eden Avenue

Edina, MN

[www.vikingbsa.org](http://www.vikingbsa.org)

# VIKING COUNCIL, BSA COLLEGE OF COMMISSIONER SCIENCE

NOVEMBER 23, 2002

This catalogue describes the Seventh Annual Viking Council College of Commissioner Science Our Lady of Grace Catholic Church. We invite you to review this information and send your application promptly. It will be a pleasure for each member of the faculty to welcome you to this year's expanded program.

The Bachelors program is the first-year, entry-level program for commissioners who have completed Basic Commissioner Training. The Masters and Doctorate program offer more advanced skills and problem solving experience, especially in the administrative area of unit service. The Doctoral program challenges the candidate to develop, organize, research and conduct an approved project that will impact the quality of unit service. An Advanced Studies curriculum is available for those commissioners who have a Masters or Doctorate Degree or who are unable to participate in the full schedule of classes for a degree. Degrees will be awarded only to registered commissioners and Service Team members.

Our second year! A one-day Commissioner Basic Training course that will provide you with the tools needed to assist you in this position. More information is available on this course on page 3.

We will be offering an enhanced conference designed for both Roundtable staff and Roundtable Commissioners! For more information about this great program see page 3.

Your \$20 full registration fee covers course materials, certificate, patch, lunch and breaks. You may also choose to register for the ½ Day Course Audit.

Linda Miller D. C. S.  
Dean of the College

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## **Course Scheduling and Records**

The completion requirements for the degree granting programs require 6 hours of course work. This includes the plenary session and six 1-hour sessions (classes). In order to insure uniform class size, the Registrar will arrange individual class schedules.

**You will receive your class schedule when you check in Saturday morning.**

### **SCHEDULE OF EVENTS**

Saturday, November 23:

7:30 - 7:55 a.m.	Registration
8:00 - 8:15	Plenary Session
8:20 - 9:15	Session #1
9:20 - 10:15	Session #2
10:20 - 11:15	Session #3
11:20 - 11:55	Lunch
12:00 - 12:25 p.m.	Discussion Rooms * (See Below)
12:30 - 1:25	Session #4
1:30 - 2:25	Session #5
2:30 - 3:25	Session #6
3:30 - 4:15	Graduation and closing

**\*Self-guided/interactive discussion groups will be held after lunch in various locations for those who are interested.**

**Topic suggestions will be taken during registration. Topics and room locations will be shared at lunch.**

## **COMMISSIONER BASIC TRAINING**

### **HAROLD WRIGHT, Dean**

This one day Commissioner Basic Training course will cover the following areas and more:

1. The Aims and Methods of Scouting
2. The Commissioner Service Role
3. Supporting the Unit
4. Unit Visits
5. Unit Committee Functions
6. Quality Unit Operation
7. Counseling
8. Unit Charter Renewal Process
9. The Lifesaving Commissioner

## **ROUNDTABLE CONFERENCE**

### **STEVE GRAHAM, Dean**

All Roundtable staff and Roundtable Commissioners will benefit from all of the program areas because of this new format. The full day of training is deliberately designed to improve communication skills, build attendance, provide new ideas for recognition, presentation and involve participants, etc.

Cub Scout, Boy Scout, and Venturing Roundtables will have individual sessions that will cover specific topics of promotion and marketing, agendas, recruiting staff, etc. There will be ample opportunities for idea and information exchange as well as an opportunity for those who wish to make a presentation of not more than 10 minutes.

# REQUIREMENTS FOR DEGREES IN COMMISSIONER SERVICE

## Bachelor of Commissioner Service

Mark Kuhl, DEAN

1. Submission of an application as a candidate for the Bachelors Degree, indicating the following:
  - a. current registration as a member of a Commissioner staff or Service Team
  - b. completion of Commissioner Basic Training
2. Complete 6 hours of instruction from the list below, including 4 appropriate core courses and 2 elective courses:

<u>BCS 100</u>	-	Plenary Session	
<u>BCS 101</u>	-	Introduction to Commissioner Science	Core
<u>BCS 102</u>	-	Unit Charter Renewal	Core
<u>BCS 104</u>	-	Unit Visitation	Core
<u>BCS 105</u>	-	Practical Solutions to Common Unit Needs	Core
<u>BCS 106</u>	-	A Commissioner's Priorities	Elective
<u>BCS 110</u>	-	Commissioner Styles	Elective
<u>BCS 112</u>	-	What Would You Do	Elective
<u>BCS 117</u>	-	Venturing Basics	Elective

## Master of Commissioner Service

Randy Miller, DEAN

1. Submission of an application as a candidate for the Masters Degree, indicating the following:
  - a. current registration as a member of a Commissioner staff or Service Team,
  - b. previously earned a Bachelors Degree in Commissioner Service
2. Complete 6 hours of instruction from the list below, including 4 appropriate core courses and 2 elective courses:

<u>MCS 300</u>	-	PLENARY SESSION	
<u>MCS 301</u>	-	NO-LAPSE/NO-DROP COMMITMENT	Core
<u>MCS 303</u>	-	COMMISSIONER LIFESAVING SKILLS	Core
<u>MCS 306</u>	-	COUNSELING SKILLS	Core
<u>MCS 307</u>	-	TRANSITION FROM WEBELOS TO BOY SCOUT	Elective
<u>MCS 401</u>	-	JUST FOR ADCS	Elective
<u>MCS 402</u>	-	RECRUITING NEW COMMISSIONERS	Elective
<u>MCS 408</u>	-	SELECTING & DEVELOPING A GROWTH PROJECT	Core
<u>MCS 417</u>	-	VENTURING BEYOND THE BASICS	Elective

## Doctor of Commissioner Service Joe Glenski, Dean

1. Submit an application as a candidate for Doctors Degree, indicating the following:
  - a. current primary registration as a member of a Commissioner Staff
  - b. previously earned a Masters Degree in Commissioner Science
2. Complete a project that has been pre-approved by the Dean.
3. Complete 6 hours of instruction from the list below. This includes the 3 core courses and 1 elective course. Note: DCS 604 is a 3 period class.

<b>DCS</b>	<b>600</b>	-	PLENARY SESSION	
<b>DCS</b>	<b>604</b>	-	COMMISSIONER GROWTH PROJECT PRESENTATION	<b>CORE</b>
<b>DCS</b>	<b>608</b>	-	ADVANCED COMMISSIONER LIFE SAVING	<b>CORE</b>
<b>DCS</b>	<b>610</b>	-	PREVENTING COMMISSIONER BURNOUT	<b>CORE</b>
<b>DCS</b>	<b>611</b>	-	CONSIDER YOUR SPOUSE & FAMILY	<b>ELECTIVE</b>
<b>MCS</b>	<b>417</b>	-	VENTURING BEYOND THE BASICS	<b>ELECTIVE</b>

### ½ DAY AUDIT PROGRAM

AUDITS ARE AVAILABLE FOR COMMISSIONERS WHO DO NOT MEET DEGREE REQUIREMENTS, OR WHO CAN ONLY ATTEND A HALF-DAY PROGRAM. YOU WILL BE ABLE TO SELECT 3 COURSES THAT ARE AVAILABLE AT THE TIME OF YOUR ARRIVAL.

## Advanced Studies Courses

Martha Kasper, Dean

1. Advanced Studies is offered for Commissioners who:
  - a. Want to continue their education after receiving their Doctorate or Masters Degree.OR
  - b. Are unable to participate in the full schedule of classes for a degree.
2. Commissioners who are participating in this program can also register for any of the courses offered in the Bachelors, Masters or Doctorate programs.
3. All Advanced Studies Course schedules will be confirmed at the time of check-in and are subject to availability.
4. CERTIFICATES OF ADVANCED STUDIES will be presented to registered Commissioners who have previously received a Masters Degree and complete 6 courses from the list below.

**BCS 110** - COMMISSIONER STYLES

**MCS 307** - TRANSITION FROM WEBELOS TO BOY SCOUT

**MCS 401** - JUST FOR ADCs.

**MCS 402** - RECRUITING NEW COMMISSIONERS

**ASC 407** - HOW TO REMOVE A VOLUNTEER

**MCS 408** - SELECTING & DEVELOPING A GROWTH PROJECT

**ASC 410** - ADVANCED – “STUMP THE STAFF”

**MCS 417** - VENTURING BEYOND THE BASICS

**ASC 425** - THE COMPLETE COMMISSIONER

**ASC 430** - THE ROLE OF THE CHARTER ORGANIZATION REPRESENTATIVE

**ASC 605** - ON-LINE COMMISSIONER RESOURCES

**ASC 606** - DEALING WITH “CHALLENGING PARENTS”

**DCS 610** - PREVENTING COMMISSIONER BURNOUT

**DCS 611** - CONSIDER YOUR SPOUSE & FAMILY



# COURSE DESCRIPTIONS

## Bachelors Courses

**BCS 100** - PLENARY SESSION

**BCS 101** - INTRODUCTION TO COMMISSIONER SCIENCE. An overview of commissioner service and the single most important resource--*The Commissioner Field Book*.

**BCS 102** - UNIT CHARTER RENEWAL. Review a proven plan for reregistering 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 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.

**BCS 110** - COMMISSIONER STYLES. Presents important qualities of commissioner diplomacy, a concept of "exceptional service," thoughts about "roots and wings," service recover, and explains how to remove a volunteer

**BCS 112** - WHAT WOULD YOU DO? A group participation/discussion session on 10 fascinating situations that commissioners might encounter.

**BCS 117** - VENTURING BASICS. A view of the basics of the Venturing program covering structure, membership requirements, advancement, and an explanation of how this differs from a troop.

## Masters Courses

**MCS 300** - PLENARY SESSION

**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 303** - COMMISSIONER LIFESAVING SKILLS. This session sets the stage for saving a unit and reviews the basic unit lifesaving steps.

**MCS306** - 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** - TRANSITION FROM WEBELOS TO BOY SCOUT. Covers important ways commissioners can help boys make the transition from a pack to a troop.

**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.

**MCS 408** - SELECTING & DEVELOPING A GROWTH PROJECT. This session covers the project outline and a variety of suggestions for writing and revising the report.

**MCS 417** - VENTURING BEYOND THE BASICS. Why do some crews seem to struggle? What seems to make the difference? Are girls in a crew a good idea? Does your crew know how to make decisions? A look at these and other questions that Crew Advisors are struggling with.

## **Doctors Courses**

**DCS 600** - PLENARY SESSION

**DCS 604** - COMMISSIONER GROWTH PROJECT PRESENTATION. 3 hours of Doctoral Project. Presentations-Each candidate will have 12-14 minutes for their presentation.

**DCS 608** - ADVANCED COMMISSIONER LIFE SAVING. Administrative commissioners are taught to give leadership to a commissioner lifesaving concept. Also guides selected districts in setting up the lifesaving team approach.

**DCS 610** - 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."

**DCS 611** - CONSIDER YOUR SPOUSE & FAMILY. Suggests ways to enhance family relations and resolve family conflicts regarding Scouting. Discusses how commissioner's spouses can receive recognition from Scouting.

**MCS 417** - VENTURING BEYOND THE BASICS . See Masters Program

## Advanced Studies Courses

**BCS 110** - COMMISSIONER STYLES. Presents important qualities of commissioner diplomacy, a concept of “exceptional service,” thoughts about “roots and wings,” service recover, and explains how to remove a volunteer

**MCS 307** - TRANSITION FROM WEBELOS TO BOY SCOUT. See Masters Program

**MCS 401** - JUST FOR ADCS. See Masters Program

**MCS 402** -RECRUITING NEW COMMISSIONERS. See Masters Program

**ASC 407** - HOW TO REMOVE A VOLUNTEER. An open discussion of a topic only recently put in print. The session provides a variety of practical guidelines on this sensitive topic.

**MCS 408** - SELECTING & DEVELOPING A GROWTH PROJECT. See Masters Program

**ASC 410** - STUMP THE STAFF. Bring your most challenging commissioner issue and/or that one burning question you need answered. The staff and participants will help you solve them.

**MCS 417** - VENTURING BEYOND THE BASICS. See Masters Program

**ASC 425** - THE COMPLETE COMMISSIONER. Whether you are a UC, ADC, or DC, join this discussion on how to get organized to help your units succeed. You will receive a model “*Complete Commissioner’s Service Kit*” including many new, unique, and useful commissioner service tools.

**ASC 430** - THE ROLE OF THE CHARTER ORGANIZATIONAL REPRESENTATIVE. Learn about this key volunteer position and the positive impact it can have on Scouting.

**ASC 605** - THE COMMISSIONER & THE INTERNET. Discover some of the best “on line” resources available to support your role as a commissioner. (*Not a lab course – information only*)

**ASC 606** - DEALING WITH “CHALLENGING” PARENTS. Learn techniques for handling difficult situations and the people who create them.

**DCS 610** - PREVENTING COMMISSIONER BURNOUT. See Doctorate Program

**DCS 611** - CONSIDER YOUR SPOUSE & FAMILY. See Doctorate Program

# *Board of Regents*

## *Advisory Board*

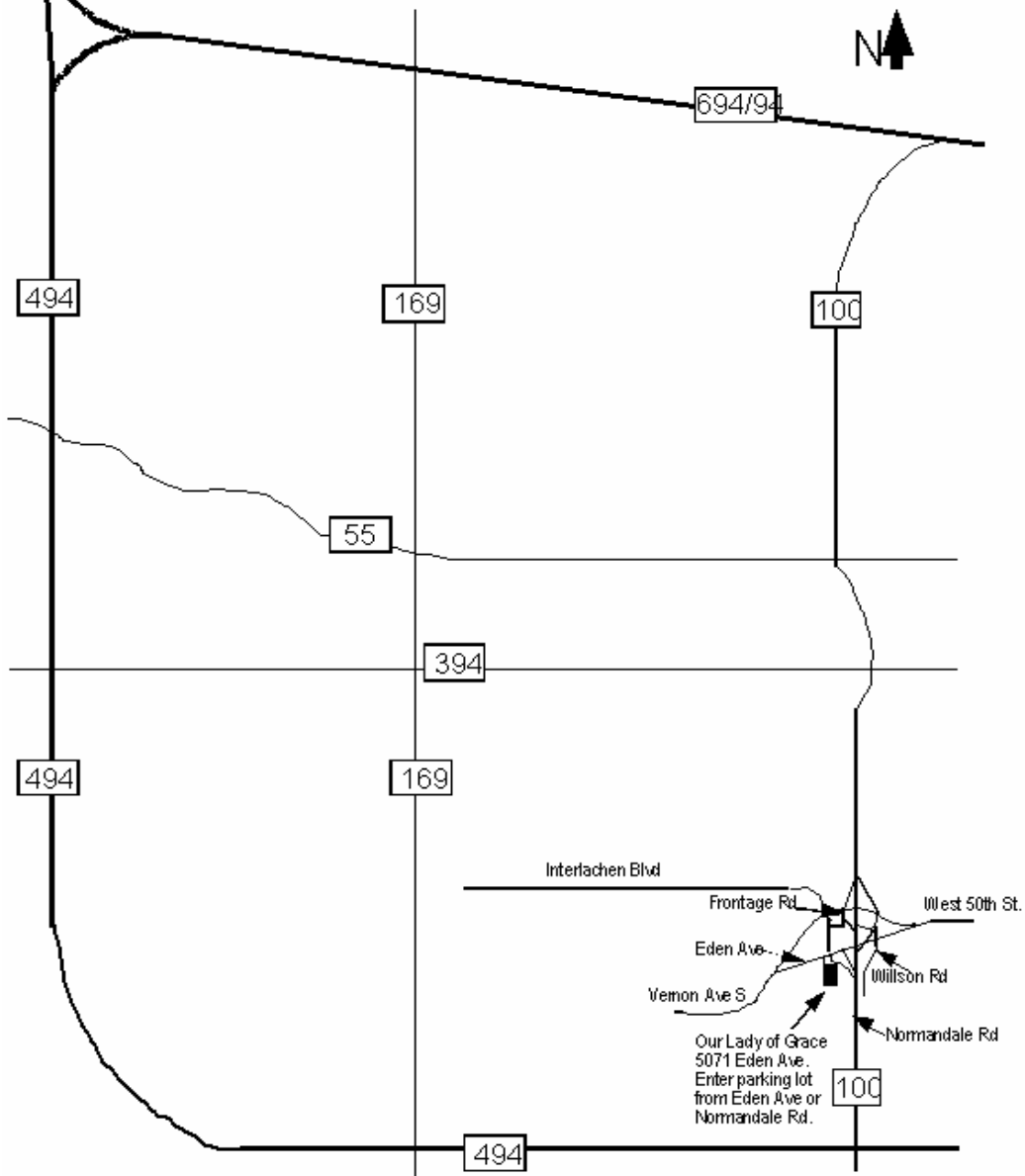
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Dan Knuth, Indianhead Council Comm.		651-737-4906
Glenn Schalk, Twin Valley Asst. Scout Exec.		507-387-3123
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FOR THE MOST CURRENT INFORMATION PLEASE CHECK  
THE VIKING COUNCIL WEB SITE AT

[www.vikingbsa.org](http://www.vikingbsa.org)

5071 Eden Avenue  
Edina, MN



Southbound—Exit on W. 50th Street & cross 50th to Frontage Rd. Follow Eden Ave. arrows & turn right on Eden Ave. to parking lot entrance, turn left into lot.

Northbound - Exit on W. 50th Street-go under bridge & turn right on Willson Rd. Follow Eden Ave arrows & turn right on Eden Ave. to parking lot entrance, turn left into lot.

# Notes