



Eastern New England College of Commissioner Science

Sponsored by:

Eight councils; Cape and Islands, Daniel Webster, Heart of New England, Katahdin, Mayflower, Narragansett, Pine Tree and Spirit of Adventure, are collaborating to present the 2025 Eastern New England College of Commissioner Science.

Saturday, March 29, 2025

**Marshall Simonds Middle School
114 Winn Street
Burlington, MA 01803**

Table of Contents

Who Should Attend?	3
Where will the College be held?	3
What Courses Can I Take?	3
How Do I Register?	4
How Do I Get There?	5
CCS 2025 Schedule.....	7
Course Offerings for 2025	8
Degree Prerequisites and Requirements.....	10
Course Catalog - College of Commissioner Science.....	12
Course Listing by Time period	21
College of Commissioner Science Personal Progress Record	23

Who Should Attend?

All Commissioners and other Leaders interested in seeing that our Youth receive a quality program of the Boy Scouts of America. Those looking for guidance; Those who want to get a broader picture of Scouting; Those who are looking for some hints on how to be more effective; Those who enjoy sharing your experience with others; Those who are looking for a way to “get in touch” with other Scouters. If you fit into any of the above - then - the College of Commissioner Science is for you. Our goal is simple - to make this the best training experience you’ve ever had!

Where will the College be held?

The 2025 College of Commissioner Science will be held at Marshall Simonds Middle School, 114 Winn Street, Burlington, MA 01803.

Sign-in is from 8:00 AM until 9:00 AM with the program beginning promptly at 9AM and ending at 5:30 PM.

What Courses Can I Take?

All courses are open to all registered Scouters, regardless of position. The College is offering courses for an Associate Degree of Commissioner Science and courses leading to a Bachelor’s, Master’s, or Doctoral Degree of Commissioner Science, as well as a postgraduate certificate. Participants may choose up to 6 one-hour sessions and will also receive Master’s level credit for attendance at the Keynote address (so potential for 7 credits). The Commissioner Basic Training courses are 3 hours each, so attendees who register for these courses will only be able to receive a maximum of 4 credits (3 sessions plus the Keynote address).

To assist Commissioners with their own recognition, the College has developed the enclosed **Record Cards** on starting on page 23. This is your way to keep track of your progress. It is your District Commissioner who will be approving your performance for the various recognition certificates. Also, in order to have the thesis or project for the Doctor of Commissioner Science be as useful a tool as possible, your Council Commissioner is required to approve your chosen topic.

If you anticipate completing a certificate or degree program at this session, please e-mail your Record Card with all completed courses with completion certificates from the appropriate college, the current courses you are registering for, and signatures at the time you register or separately before **March 15**. Candidates for the Doctoral degree or square knot should complete all the record cards on pages 24 and 25. Please note that the five-year tenure and recruiting requirements only apply to the square knot and not the degree. Unless the record card is received on time, you may not be able to receive your degree certificate at the closing.

How Do I Register?

Registration is a two-step process. First, you need to register to attend the College and pay the registration fee and select courses. This registration can be accomplished on-line at <https://form.jotform.com/243443329876163>

The participant registration fee for registrations received prior to February 1 is \$35.00 (early-bird fee) and is non-refundable. From February 1 to March 15 the normal fee is \$40.00. After March 15 or on-site the fee is \$50.00. The registration fee covers facility fee, course participation, continental breakfast, lunch, recognition items, certificates, mailing and patch.

The second step is to complete the record card for the degree program that you anticipate completing at this session and obtain the required signatures.

After obtaining your District Commissioner's signature, E-Mail this form to the appropriate Program Dean:

Bachelor Program – Brian Anders – brian.anders@heartofnewenglandbsa.org

Master's Program – Alan Wolfson – alan.wolfson@gamil.com

Doctorate Program - Brian Snow – pmlsnow@hotmail.com

Post Graduate Studies Program – Warren Riccitelli – wriccitelli@gmail.com

Degree record card applications may also be submitted online at

https://docs.google.com/forms/d/e/1FAIpQLScDTx9VIkeylsowlgvq9loIOPiQHAZzjmX5TSCg_83x23uXg/viewform?usp=sharing

This catalog contains a brief description of every course in the College curriculum. The specific courses to be offered this year will be from the list on pages 8 and 9.

How Do I Get There?

Directions to Marshall Simonds Middle School, Burlington, MA 01803

From the North

Via US-3

Take US-3 South (Everett Tpke)

Take exit 72A to Interstate 95 North

Take exit 52 to Winn Street

Follow Winn Street to school on the right.

Via Interstate 93

Take Interstate 93 South

Take exit 28B to Interstate 95 South

Take exit 52 to Winn Street

Follow Winn Street to school on the right.

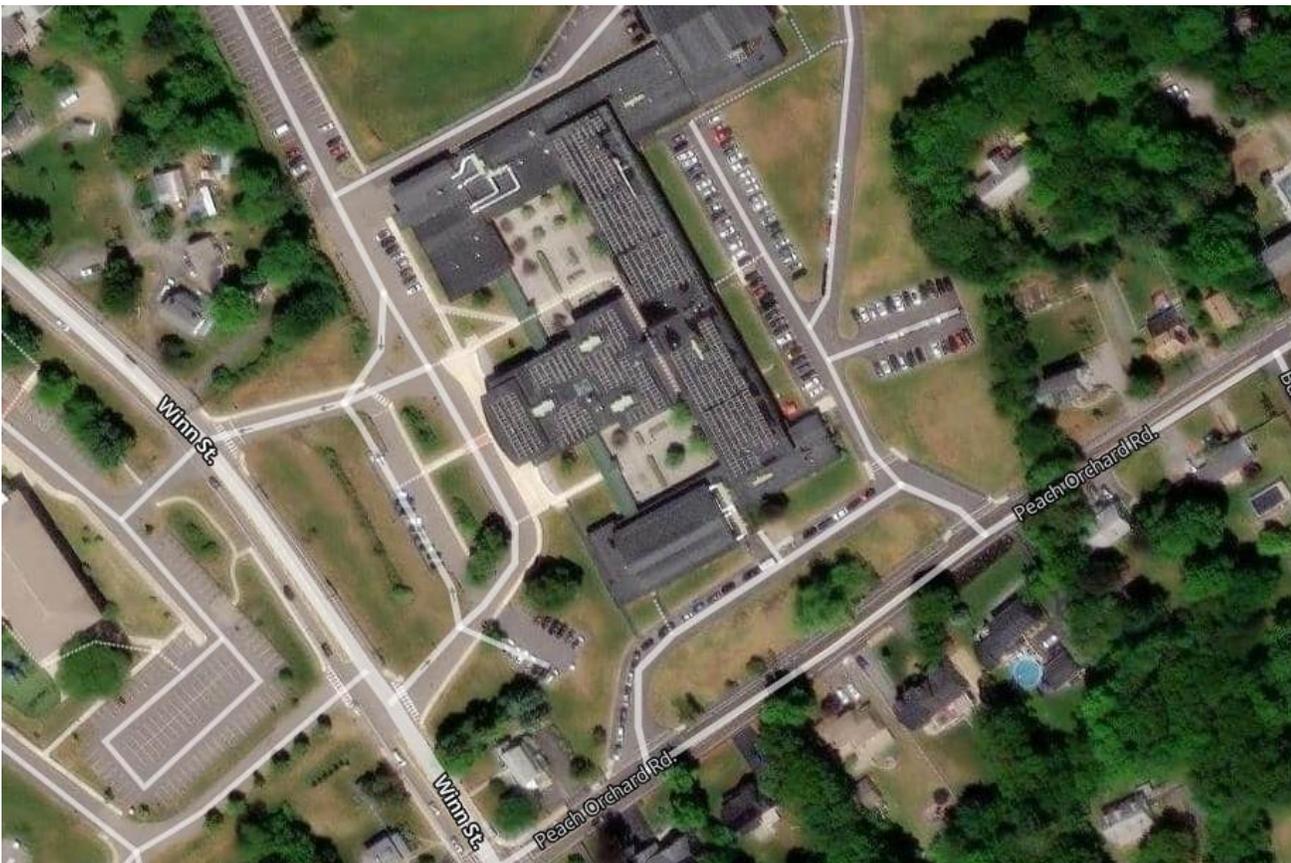
From the South

Take Interstate 93 N.

Take exit 28B to Interstate 95 South

Take exit 52 to Winn Street

Follow Winn Street to school on the right.



Potential Lodging Accommodations For anyone wishing to travel the night before and stay overnight, this is a list of potential hotel / motels that are convenient to the College location:

Marriott-Burlington
1 Burlington Mall Rd
Burlington, Town of, MA 01803
(781) 229-6565

Sonasta Simply Suites
130 Middlesex Tpke
Burlington, Town of, MA 01803
(781) 229-4300

Crowne Plaza
15 Middlesex Canal Park
Woburn, MA 01801
(781) 935-8760

Hilton Garden Inn-Burlington
5 Wheeler Rd
Burlington, Town of, MA 01803
(781) 272-8800

Extended Stay America - Boston - Woburn
831 Main St
Woburn, MA 01801
(800) 804-3724

Andaz
2 Van de Graaff Dr
Burlington, Town of, MA 01803
(781) 270-0800

Holiday Inn Select
15 Middlesex Canal Park
Woburn, MA 01801
(781) 935-8760

Residence Inn
400 District Ave
Burlington, Town of, MA 01803
(781) 272-3331

Cabin space will also be provided at no charge at 2 scout camps in the area.

For participants coming from the south or west, The Spirit of Adventure Council (SOA) will reserve 2 cabins at NE Base Camp, 411 Unquity Rd, Milton, MA for use by attendees of the commissioner college the night prior to the college. Shower facilities are available at the Egan Center on the property. SOA will make these accommodations available at no charge for attendees of the commissioner college.

Via I-95 N it is a 33-minute drive (30.9 miles) to the Commissioner College site. Get on I-93 S/US-1 S from Unquity Rd and Hillside St. Follow I-95 N to Winn St in Burlington. Take exit 52 from I-95 N. Follow Winn St to your destination.

For participants coming from the north, The Daniel Webster Council (DWC) will reserve cabin space at Camp Carpenter, 300 Blondin Rd, Manchester, NH for use by attendees of the commissioner college the night prior to the college. DWC will make these accommodations available at no charge for attendees of the commissioner college.

Via I-93 S it is a 44-minute drive (39.7 miles) to the Commissioner College site. From Blondin Rd turn left onto Bodwell Rd, continue onto Old Derry Rd, turn right onto Auburn Rd, turn right onto NH-28 N, turn left to merge onto I-93 S. Take exit 28B toward I-95 S. Follow I-95 S to Winn St. Take exit 52 from I-95 S. Follow Winn St to your destination.

You can reserve a space in a cabin when you register on-line.

CCS 2025 Schedule

08:00 AM to 09:00 AM	Check-in, On-site Registration, Continental Breakfast
09:00 AM to 09:15 AM	Opening Ceremony and Opening Remarks
09:25 AM to 10:15 AM	Session 1
10:25 AM to 11:15 AM	Session 2
11:25 AM to 12:15 PM	Session 3
12:15 PM to 12:55 PM	Lunch
01:00 PM to 02:05	Keynote Speaker
02:15 PM to 03:05 PM	Session 4
03:15 PM to 04:05 PM	Session 5
04:15 PM to 05:05 PM	Session 6
05:15 PM to 05:30 PM	Closing

Course Offerings for 2025

Position Specific Basic Courses

Unit Commissioner Basic
Roundtable Commissioner Basic
DC/ADC Basic

Bachelor Courses

BCS 101 Core Concepts of Commissioner Service
BCS 102 The Unit and Membership Renewal Process
BCS 103 Linking District Resources
BCS 106 Coaching Leaders
BCS 113 Welcoming, Engaging and Onboarding Commissioners
BCS 115 Commissioners - The Single Best Resource
BCS 117 The Commissioner and the Unit Key 3
BCS 120 Technology for Unit Commissioners

Roundtable Courses

BCS 150 Roundtables in Unit Service
BCS 152 Planning, Implementing and Promoting Roundtables
BCS 153 Roundtable and Commissioner Tools
BCS 154 Roundtable Fundamentals
MCS 351 Conducting the Roundtable Planning Session
MCS 353 The Cub Scout Roundtable Breakout
MCS 354 The Scouts BSA Roundtable Breakout
MCS 358 Addressing Unit Challenges through Roundtable

Older Scout Program Courses

BCS 221 Introduction to Venturing Commissioner Science
MCS 413 Exploring Orientation
CED 811 International Scouting
CED 813 Sea Scouting for Commissioners

Masters Courses

MCS 302 Supporting Unit and Membership Renewal
MCS 305 Resolving Critical Unit Issues
MCS 306 Mentoring Skills
MCS 307 Serving Newly Formed Units
MCS 310 Succession Planning
MCS 312 Recruiting the 21st Century Volunteer
MCS 313 Onboarding Commissioners
MCS 314 The Commissioner and the Professional

Doctorate Courses

- DCS 501** Selecting and Limiting Scope of your Doctoral Project or Thesis
- DCS 503** Developing Your Project or Thesis
- DCS 506** Coaching Commissioners
- DCS 509** Legacy of Servant Leadership
- DCS 512** Recruiting for Diversity
- DCS 514** Building Meaningful Relationships
- DCS 516** The Unit Service Plan and the District
- DCS 605** Technology & the Council & District Commissioner

Continuing Education Courses

- CED 701** Combating Commissioner Stress/Burnout
- CED 712** Roster Mining for Recruiting
- CED 716** Navigating Difficult Conversations
- CED 801** Creation and Development of Merit Badge Camporees
- CED 825** Unit Connections Methodology
- CED 826** Introduction to Cub Scouts
- CED 827** Discussion Session with Keynote Speaker

Degree Prerequisites and Requirements

The College of Commissioner Science offers the following certificates and degrees:

Associate Degree of Commissioner Science

Prerequisites:

- Registered as a Commissioner
- Current BSA Youth Protection Training Certificate
- Completed Commissioner Orientation

Requirements:

- Completion of five Bachelor level courses and any other course in the catalog Or Unit Commissioner Basic and any three Bachelor level courses:
- Have performance approved by the District Commissioner.

Bachelor of Commissioner Science

Prerequisites:

- Registered as a Commissioner
- Current BSA Youth Protection Training Certificate
- Completed Commissioner Onboarding
- Completed Commissioner Basic Training

Requirements:

- Completion of any seven courses, five must be at the Bachelor's program level.
- Have performance approved by the District Commissioner.

Master of Commissioner Science

Prerequisites:

- Registered as a Commissioner
- Current BSA Youth Protection Training Certificate
- Earned Bachelor of Commissioner Science Degree
- Earned the Arrowhead Honor Award

Requirements:

- Completion of seven courses in addition to the seven earned for the Bachelor's Degree
- At least seven courses must be from the Master's program level.
- Have performance approved by the District Commissioner.

Doctor of Commissioner Science

Prerequisites:

- Registered as a Commissioner
- Current BSA Youth Protection Training Certificate
- Earned Master of Commissioner Science Degree
- Earned the Commissioner's Key
- After attaining a Master's Degree, served as a Staff member or course instructor at a Commissioner Conference or College.
- Recruit at least three new commissioners (Requirement for Square Knot only)
- Serve as a Commissioner for a minimum of 5 years. (Years need not be consecutive.) (Requirement for Square Knot only)

Requirements:

- Completion of ten courses in addition to the fourteen earned for the Master's Degree. At least five courses must be from the Doctor's program level.
- Complete a thesis or project on any topic of value to Scouting in the local Council.
The topic must be first approved by the Council Commissioner. The thesis or project must be approved by the thesis advisor.
- Have performance approved by the Council Commissioner & Scout Executive or staff adviser for commissioner service.

Certificate of Achievement for Postgraduate Studies

Prerequisites:

- Registered as a Commissioner
- Current BSA Youth Protection Training Certificate
- Completion of the Master's Degree

Requirements:

- Completion of any seven additional courses of instruction from the college catalog not used to qualify for any other college awards.
- Have performance approved by the District Commissioner.

Course Catalog - College of Commissioner Science

BACHELOR COURSES

National Courses

BCS 101 Core Concepts of Commissioner Service

The position of commissioner is one of the oldest in Scouting. This course reviews and reinforces the commissioner's core concepts and identifies the key skills needed for commissioner to be able to assess the units they serve.

BCS 102 The Unit and Membership Renewal Process

Unit and member renewals are two separate processes. Commissioners participate in and support the timely, error-free completion of the renewals.

BCS 103 Linking District Resources

A key part of a Commissioner's job is to actually point a unit in the direction of the actual process owner for the topic in question. At the end of this training a commissioner will be able to: Explain typical District structure and the functions of the District; Know how to use the resources of the District to better support the units they serve; Utilize the Unit Service Plan when assessing the unit needs by identifying District resources.

BCS 104 Contacting Units

This course examines the role of contacts between commissioners and their units. Participants of this course will: Describe how the concept of commissioner service is demonstrated in frequent unit contacts; Identify ways to demonstrate good commissioner service as we serve as coach/ mentor and representative of the BSA; Explain the importance of using the Commissioner Tools to record and manage unit contacts.

BCS 105 Resolving Common Unit Issues

The unit commissioner's goal in supporting a unit is to discover strengths and needs, and to help the unit improve. At the end of this training a commissioner will be able to: Use the Detailed Assessment to identify unit strengths and needs; Understand early warning signals of unit issues; Identify focus areas for observing specific unit needs during regular contacts.

BCS 106 Coaching Leaders

In this course a commissioner will become familiar with the new Coaching Model and how to use it to better serve their units. At the end of this training a commissioner will be able to: Recognize the importance of coaching; Employ coaching methods to address different situations; Evaluate options for resolution.

BCS 107 Journey to Excellence

JTE is the BSA's tool for helping leaders plan their program, monitor progress and assess their Scouting success. At the end of this training a commissioner will be able to: Explain the value of the unit's use of Journey to Excellence; Relate the use of JTE to help the unit recognize the benefit of building their program around the Journey to Excellence criteria; Identify resources to help improve Journey to Excellence performance in the unit.

BCS 108 Mining Internet Resources

Commissioners are asked many questions and assumed to be experts on everything. Although they may wish to be an expert, knowing where to find information can make them a virtual expert. In this

course we will concentrate not on the local “who do you call” but on using the internet, in effect, mining internet resources.

BCS 109 The Essential Element (A Servant’s Heart)

In 1970, Robert Greenleaf introduced the term “servant leadership.” He wrote an essay titled “The Servant as Leader” that was later expanded into a book. At the end of this training a commissioner will be able to: Define the characteristics of servant leadership; Understand a servant’s heart; Apply this concept in commissioner service.

BCS 112 Recruiting Unit Commissioners

One of the duties of a district commissioner as part of the District Key 3 is to recruit, train, guide, and evaluate the required commissioner personnel of the district. This course will focus on recruiting. At the end of this training a commissioner will be able to: Identify and recruit candidates for commissioner service; Understand the 5 Ps of recruiting commissioners; Explore skills needed for successful commissioner service.

BCS 113 Welcoming, Engaging and Onboarding New Commissioners

This course is designed to guide the district and assistant district commissioner to better support the new commissioners toward successful unit service. It can also serve as an orientation guide for new commissioners.

BCS 114 Understanding and Communicating with Today’s Leaders

We, as commissioners, need to understand the differences in relating to generations involved in scouting and inclusiveness. At the end of this training a commissioner will be able to: Identify the characteristics of generations within scouting’s leaders; Understand the differences in relating to Generations involved in Scouting; Embrace the differences and similarities to make the scouting program stronger.

BCS 115 Commissioners -The Single Best Resource!

Commissioners provide unit leadership with information and guidance on the latest changes in the programs of the BSA. Providing unit service is the same regardless of the type of unit. Improvement is constant throughout the national-level programs, and getting this information to the unit level is essential to ensure quality programs for all BSA youth and adult participants.

BCS 116 Collaborative Assessments

This course examines and discusses the need for collaboration in assessing unit’s strengths and needs, build a Unit Service Plan and record in Commissioner Tools.

BCS 117 Commissioner & Unit Key 3

In this course, we examine the roles of the unit key 3 and how commissioners work and coach each.

BCS 150 Roundtables in Unit Service

An effective roundtable is vital to the success of all commissioner service. This course reviews and reinforces how roundtables fit into the commissioner service structure by providing roundtable services to unit leaders.

BCS 151 The Roundtable Commissioner Team

During this course 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.

BCS 152 Planning, Implementing and Promoting Roundtables

In this course, the participants will be learning how to plan a year roundtable program to best serve the units in their districts. They will also discuss how to promote Roundtables to the units they serve.

BCS 153 Roundtable and Commissioner Tools

In this course, the participants will learn how to use the roundtable tab on Commissioner Tools. They will also learn to create power pivot table reports. For a participant to be fully engaged in the course they need to have a computer to be able to access Commissioner Tools.

BCS 154 Roundtable Fundamentals

Roundtable is normally the first district event that a new leader attends. Focused on FUN and giving new and seasoned leaders “the will to do, and the skill to do” is important not only for the leaders but for the youth they bring the information back to. This course extends the learning material from Roundtable Basic. To learn more about the nuances of the Cub Scout roundtable breakouts and Scouts BSA roundtable breakouts make sure to take MCS 353 - The Cub Scout Roundtable Breakout and MCS 354 - The Scouts BSA Roundtable Breakout.

Eastern New England Courses

BCS 221 Introduction To Venturing Commissioner Science

Get to know the history, methods, goals, and areas of emphasis within Venturing, along with crew structure.

BCS 224 Venturing Crew Visitation

Designed to outline the basic responsibilities of the Unit Commissioner—what to do before, during, and after the visit.

BCS 228 Venturing Monthly Program Forum

Examine the basic elements of the Venturing program forum, who attends, and what constitutes a successful forum.

MASTERS COURSES

National Courses

MCS302 Supporting Unit and Membership Renewal

Unit and member renewal are two separate processes. Commissioners support units and retention by, among other things, supporting unit and member renewal. This session will examine how administrative commissioners, in particular unit commissioners, also support on-time unit and membership renewal.

MCS 303 Managing Unit Service at the District Level

In this course, we will review how commissioner tools can assist commissioners working at the district level understand how their units and commissioners are performing.

MCS 304 Service to Units at Risk

In this course indicators of units at risk, approaches for investigating units reported to be at risk and resolving the issues that have put the unit at risk are discussed.

MCS 305 Resolving Critical Unit Issues

In this course you will practice and discuss making a detailed assessment and unit service plan for units with different issues. This course is scenario and discussion driven. We will: Discuss the role of Commissioner Tools in working through critical unit issues; Provide practical experience in solving various issues through role play and discussion of scenarios of units with critical issues; Demonstrate how to prepare a detailed assessment and unit service plan.

MCS 306 Mentoring Skills

The course will discuss the new mentoring model, differences of coaching and mentoring and how it applies to commissioner service.

MCS 307 Serving newly formed units

In this course, a commissioner will learn the role of a new-unit commissioner and become familiar with working side by side with a new unit organizer.

MCS 309 Good Commissioners Need Both Head and Heart

In this course, we will discuss how the servant leadership concept is carried out in the commissioner service.

MCS 310 Succession Planning

Adult leadership changes. To support the orderly change of leadership it is important to encourage each unit to create a long-term succession plan. Commissioners need to understand the process to support the development and maintenance of a succession plan in the units they support.

MCS 311 All About the ADCs Role

This course will educate participants on the purpose of the assistant district commissioner role and how it benefits commissioner services. Before taking the course, participants should review the Scouting U on-line training module SCO 743 The Assistant District Commissioner Role.

MCS 312 Recruiting the 21st Century Volunteer

All commissioners are responsible for recruiting other commissioners. This course familiarizes commissioners on the considerations and techniques that support recruiting volunteers who represent the generations of the 21st century.

MCS 313 Onboarding Commissioners

The final phase of basic training is to complete the onboarding worksheet working with a mentor. The onboarding worksheet is a set of 10 – 12 tasks that the mentor and protégé will do together and can be completed in a short time frame.

MCS 314 The Commissioner and the Professional

In this course, 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?

MCS 315 Effective Unit Service in Rural Communities

In this course, the participants will learn about the characteristics of a rural community and how to work with a rural community to maintain an effective unit.

MCS 316 The Unit Service Plan

This course interacts with BCS 116, *Collaborative Assessments*, and is also linked to MCS 304, *Commissioner Service for Units At-Risk*. In addition, this course complements DCS 516, *Succeeding with the Unit Service Plan*. The course is designed to provide understanding of the various components comprising a detailed unit health assessment, identify arising problems and issues, and develop a successful unit service plan based on the outcome of a thorough, collaborative, detailed unit health assessment.

MCS 350 Unit and Roundtable Commissioners Working Together

This course will provide an opportunity to see how all the members of the commissioner corps in a district help units identify and resolve their problems.

MCS 351 Conducting the Roundtable Planning Session

An effective roundtable annual plan is vital to the success of all roundtables. Every district and council should have an annual roundtable plan. This course will discuss annual roundtable planning in your district or council.

MCS 352 Roundtable is Over - Now What

The course will discuss the concept that roundtable isn't over when the last chair is put away. There are things that need to be completed to help get ready for the next roundtable. There are also items that need to be acted on, to help units with their problems. Letting them go until later often means they don't get done at all.

MCS 353 The Cub Scout Roundtable Breakout

This course will provide an understanding of the need to have specific cub scout interest topics and materials to address the unique problems and challenges that cub scout leaders have implementing their program.

MCS 354 The Scouts BSA Roundtable Breakout

The scout breakout session focuses on the needs of troop leaders and helps them solve their problems. The scout breakout session should help adult leaders learn scout skills as needed to help their youth leaders plan and run the troop program.

MCS 357 Managing Long Distance Roundtables

This course will provide an understanding of the current resources available to enhance long-distance roundtables.

MCS 358 Addressing Unit Challenges Through Roundtable

District roundtables have a unique position to help units and unit leaders solve their problems. A great roundtable team will deliver a quality event that encourages leaders to return each month.

Eastern New England Courses

MCS 408 Venturing and the Commissioner

This session stresses the importance of a Commissioner's commitment to Venturing and suggests basic elements of a plan for a Commissioner to help every crew succeed.

MCS 411 Keynote Speaker - 2022

Remarks from the National Commissioner or a member of his staff

MCS 412 Keynote Speaker - 2023

Remarks from the National Commissioner or a member of his staff

MCS 413 Exploring Orientation

This is an overview of the materials provided for discussion on Exploring for Commissioners.

MCS 414 Keynote Speaker - 2024

Remarks from the National Commissioner or a member of his staff

MCS 415 Keynote Speaker - 2025

Remarks from the National Commissioner or a member of his staff

DOCTORATE COURSES

National Courses

DCS 501 Selecting and Limiting Scope of your Doctoral Project or Thesis

This session introduces the participants to the thesis/project, discusses what constitutes a good thesis/project topic, and helps them select their general thesis topic.

DCS 503 Developing Your Project or Thesis

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

DCS 506 Coaching Commissioners

Coaching is about relationships. It is the ability to listen, to observe, to share, to support and to engage in a way that will help others solve their own problems, grow as individuals, and attain their full potential. Coaching is the art of helping others arrive at their conclusions through their own analysis of the situation and facts.

CED 707 Becoming a Project/Thesis 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 509 Legacy of Servant Leadership

BCS 109 The Essential Element (A Servant's Heart) introduced the concept of servant leadership and established the expectation that commissioners serve units and other volunteers. The course objectives for A Legacy of Servant Leadership are to • Explore characteristics of servant leaders, • Understand servant leadership in Scouting, and • Recognize the legacy of servant leadership.

DCS 512 Recruiting for Diversity

Throughout this course we will come to a better understanding of the need for diversity in scouting volunteers as well as ways to work toward recruiting a more diverse commissioner corps.

DCS 514 Building Meaningful Relationships

Commissioner service is all about relationships. This session suggests ways in which commissioners may go about building and maintaining positive relationships with those they serve. It also discusses possible pitfalls that can undermine relationships.

DCS 516 The Unit Service Plan and the District

In this session we will examine the district commissioner's role in completing unit service plans and how the district committee plays a key role in service plan completion.

DCS 550 Leveraging Roundtables in Unit Service

Consistent communication throughout the Unit Service team, especially during the monthly district commissioner meeting, is key to providing effective service to units through the roundtable program. At the end of this training a commissioner will be able to: Discuss how unit service is leveraged in roundtable; Utilize the monthly district commissioner meeting to leverage unit service.

DCS 551 Roundtable Today

In this class we will discuss the purpose and focus of roundtable, understand the elements of a successful roundtable and Learn how to create and market a roundtable program plan.

Eastern New England Courses

DCS 605 Technology & the Council & District Commissioners

Learn and understand the recently released BSA *Commissioner Tools* techniques and procedures. The session is geared to both the district and council level Commissioners.

CONTINUING EDUCATION COURSES

National Courses

CED 701 Combating Commissioner Stress and Burnout

This session is designed to examine indicators of stress, how stress affects those around us, and how we might overcome these negative manifestations.

CED 712 Roster Mining for Recruiting

This workshop is designed to allow participants the opportunity to practice recruiting commissioners using the "Roster Mining" method.

CED 716 Navigating Difficult Conversations

At the end of this training a commissioner will be able to: Analyze conflict from a commissioner/coaching point of view; Identify tools to help navigate difficult conversations; Learn to apply the tools to specific situations.

CED 720 A Commissioner's Introduction to Valuing Diversity

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, cultural, or political beliefs and affiliations.

CED 751 Role of the Administrative Commissioner in the Roundtable Program

We'll discuss how developing a team with a unit service mindset starts with establishing relationships and talk about how administrative commissioners such as the assistant council commissioner for roundtable and the assistant district commissioner for roundtable can be reliable resources for units at the district and council level. We'll also learn how building an effective roundtable commissioner team is vital to the success of all roundtables and how Commissioner Tools, recognition and using available resources help strengthen the roundtable program.

CED 752 Advanced Roundtable Promotion

When it comes right down to it, the roundtable program is not a situation of “if you build it, they will come.” Rather, you must first create a robust roundtable program that unit leaders need and THEN, in turn, create a robust promotion plan to tell unit leaders WHY they should come to roundtable. The focus of this course will be the promotion plan.

Eastern New England Courses

CED 801 Creation and Development of merit Badge Camporees

Bring back the old days with fun and adventure by running several merit badges at once. This can be a regional camporee with multiple councils and Commissioners completing their Doctorate working on different elements of a camporee.

CED 802 New Cub Scout Program – 2024

The Cub Scout program will be updated for the 2024-25 program year. Over the past several years the National Cub Scouting Committee has identified four areas to improve the Cub Scout program to ensure that it is fun, simple, and easy. The class will look at the details of the updates.

CED 811 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 their units.

CED 813 Sea Scouts for Commissioners

This is an overview of the materials provided for discussion on Sea Scouting for Commissioners.

CED 818 Effective Communications

The course will identify the basic blueprint of communication, and tools to be more effective.

CED 819 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 821 Valuing Diversity in Generation X

The purpose of this course is to increase knowledge and understanding of Americans born from 1965 to 1976.

CED 823 Reaching the Next Multicultural Generation

The purpose of this course is to gain a better understanding of the needs and desires of the African American, Hispanic/Latino American, and Asian American populations in relation to their participation in youth organizations in general and the BSA in particular.

CED 824 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.

CED 825 Unit Connections Methodology

This course is for all commissioners. It will provide initial information about the new Connections methodology that was introduced in January.

CED 826 Introduction to Cub Scouts

This program is for those who are new to Cub Scouts or are not familiar with the new program which was introduced in June 2024.

CED 827 Discussion Session with the 2025 keynote Speaker

A session with the keynote speaker for senior administrative commissioners, CCs, ACCs, DCs, ADCs.

Course Listing by Time period

CCS 2024 Schedule

08:00 AM to 09:00 AM Check-in, On-site Registration, Continental Breakfast
 09:00 AM to 09:15 AM Opening Ceremony and Opening Remarks
 09:25 AM to 10:15 AM Session 1
 10:25 AM to 11:15 AM Session 2
 11:25 AM to 12:15 PM Session 3
 12:15 PM to 12:55 PM Lunch
 01:00 PM to 02:05 PM Keynote Speaker
 02:15 PM to 03:05 PM Session 4
 03:15 PM to 04:05 PM Session 5
 04:15 PM to 05:05 PM Session 6
 05:15 PM to 05:30 PM Closing and awarding of Degrees.

Start Time	Course #	Course Name	Duration
9:25 AM	D19	Roundtable Commissioner Basic Training	3 hrs.
	D20	Unit Commissioner Basic Training	3 hrs.
	BCS 103	Linking District Resources	
	BCS 221	Introduction to Venturing Commissioner Science	
	MCS 302	Supporting Unit and Membership Renewal	
	MCS 313	Onboarding Commissioners	
	MCS 351	Conducting the Roundtable Planning Process	
	DCS 501	Selecting and Limiting Scope of your Doctoral Project or Thesis	
	CED 701	Combating Commissioner Stress/Burnout	
	CED 825	Unit Connections Methodology	
10:25 AM	BCS 115	Commissioners – The Single Best Resource	
	MCS 305	Resolving Critical Unit Issues	
	MCS 314	The Commissioner and the Professional	
	MCS 358	Addressing Unit Challenges through Roundtable	
	DCS 503	Developing Your Project or Thesis	
	CED 712	Roster Mining for Recruiting	
	CED 811	International Scouting	
	CED 825	Unit Connections Methodology	
11:25 AM	BCS 113	Welcoming, Engaging and Onboarding Commissioners	
	BCS 154	Roundtable Fundamentals	
	MCS 306	Mentoring Skills	
	DCS 506	Coaching Commissioners	
	DCS 605	Technology & the Council & District Commissioner	
	CED 716	Navigating Difficult Conversations	
	CED 813	Sea Scout for Commissioners	
	CED 825	Unit Connections Methodology	
1:00 PM	MCS 415	Keynote Address	

2:15 PM	D18 BCS 101 BCS 120 BCS 150 MCS 307 MCS 353 DCS 509 CED 801 CED 825 CED 827	DC/ADC Commissioner Basic Training Core Concepts of Unit Service Technology for Unit Commissioners Roundtables in Unit Service Serving newly Formed Units The Cub Scout Roundtable Breakout Legacy of Servant Leadership Creation and Development of Merit Badge Camporees Unit Connections Methodology Discussion Session with Keynote Speaker	3 hrs.
3:15 PM	BCS 102 BCS 106 BCS 152 MCS 310 MCS 413 DCS 512 CED 825 CED 826 CED 827	The Unit and Membership Renewal Process Coaching Leaders Planning, Implementing and Promoting Roundtables Succession Planning Explorer Orientation Recruiting for Diversity Unit Connections Methodology Introduction to Cub Scouts Discussion Session with Keynote Speaker	
4:15 PM	BCS 117 BCS 153 MCS 312 MCS 354 DCS 514 DCS 516 CED 825 CED 827	The Commissioner and the Unit Key 3 Roundtable and Commissioner Tools Recruiting the 21st Century Volunteer The Scouts BSA Roundtable Breakout Building Meaningful Relationships Unit Service & the District Unit Connections Methodology Discussion Session with Keynote Speaker	

College of Commissioner Science Personal Progress Record Bachelor's, Master's and Doctorate of Commissioner Service



Associate/Bachelor of Commissioner Science

Master of Commissioner Science

Name: _____

Name: _____

Council: _____ District: _____

Council: _____ District: _____

Prerequisites:

Prerequisites:

1. Current registration as a Commissioner.
2. Current BSA Youth Protection Training Certificate
3. Commissioner Basic Training Date: _____

1. Current registration as a Commissioner.
2. Current BSA Youth Protection Training Certificate
3. Completion of bachelor's degree.
4. Earn Arrowhead Honor. **Date:** _____

Course Requirements: Bachelor's: Complete a minimum of seven (7) courses of instruction. Five (5) of which must be at the Bachelor Course level.
Associate Degree: completion of 5 Bachelor level courses and any other course in the catalog OR Unit Commissioner Basic and any 3 Bachelor level courses

Course Requirements: Completion of seven (7) additional courses of instruction (total of 14), at least seven of the courses at the Master's program level.

1 _____ **Date:** _____ **College:** _____

1 _____ **Date:** _____ **College:** _____

2 _____ **Date:** _____ **College:** _____

2 _____ **Date:** _____ **College:** _____

3 _____ **Date:** _____ **College:** _____

3 _____ **Date:** _____ **College:** _____

4 _____ **Date:** _____ **College:** _____

4 _____ **Date:** _____ **College:** _____

5 _____ **Date:** _____ **College:** _____

5 _____ **Date:** _____ **College:** _____

6 _____ **Date:** _____ **College:** _____

6 _____ **Date:** _____ **College:** _____

7 _____ **Date:** _____ **College:** _____

7 _____ **Date:** _____ **College:** _____

Prerequisites: Approval by Council, Assistant Council, District Commissioner or College Dean.

Prerequisites: Approval of Council, Assistant Council, District Commissioner or College Dean.

Signature: _____ **Date:** _____

Signature: _____ **Date:** _____

Award: Certificate #610624 or equivalent.

Award: Certificate #610623 or equivalent.



Doctor of Commissioner Science (DCS)

Name: _____

Council: _____ District: _____

Prerequisites:

1. Current registration as a Commissioner
2. Current BSA Youth Protection Training Certificate
3. Completion of Master's Degree **Date:** _____
3. Earn the Commissioner's Key. **Date:** _____

Course Requirements: Complete a minimum of ten (10) courses five (5) of which must be at the Doctorate Course level and not used to qualify for other college awards (total of 24). Courses and dates completed:

- | | | | | | |
|---------|--------------------|-----------------------|----------|--------------------|-----------------------|
| 1 _____ | Date: _____ | College: _____ | 6 _____ | Date: _____ | College: _____ |
| 2 _____ | Date: _____ | College: _____ | 7 _____ | Date: _____ | College: _____ |
| 3 _____ | Date: _____ | College: _____ | 8 _____ | Date: _____ | College: _____ |
| 4 _____ | Date: _____ | College: _____ | 9 _____ | Date: _____ | College: _____ |
| 5 _____ | Date: _____ | College: _____ | 10 _____ | Date: _____ | College: _____ |

Thesis or Project: It is recommended that the topic of a project or thesis be directly related to unit service. There may be specific circumstances under which a topic related to another area of Scouting would be appropriate. Local councils have the authority to approve topics related to another area of Scouting when selecting one directly related to unit service isn't appropriate or practical. The council commissioner or designee must authorize to approve any topic.

Performance: Serve on College of Commissioner Science staff, or be training support for commissioners for one year, and receive approval of home council commissioner or designee.

Approved Thesis/Project Title: _____

Approved by (Signature): _____ **Project / Thesis Completion Date:** _____

Approved by (Signature): _____ **Date:** _____



Doctorate of Commissioner Science Knot (*National Requirements*)

Name: _____

Council: _____ **District:** _____

Tenure: Serve as a Commissioner for a minimum of 5 years. (Years need not be consecutive.)

Dates: _____

Training: Completion Doctorate Degree including Project /Thesis. Date: _____

Recruiting: Recruit or assist in recruiting at least three new Commissioners

Names _____,

Final Approval:

Council Commissioner or Assistant Council Commissioner signature:

_____ Date: _____

Scout Executive or Staff Adviser for Commissioner Service signature:

_____ Date: _____



Certificate of Achievement for Postgraduate Studies

Name: _____

Council: _____ District: _____

Prerequisites:

- Registered as a Commissioner
- Current BSA Youth Protection Training Certificate
- Completion of the Master's Degree **Date:** _____ **College** _____

Requirements:

- Completion of any seven additional courses of instruction from the college catalog not used to qualify for any other college awards.

1 _____ **Date:** _____ **College** _____

2 _____ **Date:** _____ **College** _____

3 _____ **Date:** _____ **College** _____

4 _____ **Date:** _____ **College** _____

5 _____ **Date:** _____ **College** _____

6 _____ **Date:** _____ **College** _____

7 _____ **Date:** _____ **College** _____

Prerequisites: Approval of Council Commissioner, Assistant Council Commissioner, District Commissioner or College Dean.

Signature: _____ **Date:** _____

Award: Certificate or equivalent