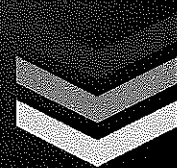




My Doctoral Project



Thomas F. Scally

BY T. F. Scally Dean College of Commissioners Service

College of Commissioners
Science

Dan Beard Council, Inc.

Cincinnati, OH

[Type the fax number]

10/1/2011



x Serving as **Dean of the Doctoral Program**

2005 to 2011

College of Commissioner Service

Working for the greatest results in Doctoral Program

By Thomas F. Scally

Dan Beard Council, Inc. BSA

Thomas F. Scaly

Asst. Council Commissioner

Doctoral Project for

College of Commissioner Service

Dan Beard Council, Inc.

October 24, 2011

My Project --- by Thomas F. Scally

The Position Held – **Associate Dean of the Doctoral Program**

Serving - The Dan Beard Council, Inc. at

The College of Commissioners Science

Objective - Directing the

Doctoral program at The college of Commissioners Service

The Responsibilities – Plan the courses each new college year.

1. Select the most talented people to teach.
2. Contact each teacher Mail or email or in person.
3. Ask each person chosen to serve in next college.

Discuss with each instructor the goal of the course they will teach.

4. Update each Inst. with the material to be covered.

If some of any of the courses are to be updated discuss the changes to be made for the correct facts.

5. Attend all planning meeting for the College.

6. If required take on extra assignments

7. Be prepared to teach any of the courses scheduled.

(Note) This very important since the instructor is informed clearly of their assignment mistakes happen and they can misconstrue what was said and think they are to teach one class, when in reality they are due to teach more. I point this out since this had happened to me in 2009 and one feels blindsided and has to react very quickly.

8. Find back-up teachers for each of the classes.

9. The night prior to the college set-up the teaching space.

10. Contact as many people possible to encourage attendance to the upcoming college.

11. Make sure the registrar gets the proper information from each classes aught. The Attendance Sheet and Evaluation are very important so that each person taking the course gets credit for courses taken.

12. Insure that those receiving degrees and or awards get the proper award and credit for the courses attended..

13. Attend the final meeting of the college staff evaluation of the course. Be prepared to offer constructive information leading to greater success of the college in the years to come.

Second Position Held – **Chairman of the Doctoral Committee**

Responsibilities – Recruit Staff

- a. Recruit at least two other Deans or those holding a Doctoral Degree.
- b. Have all the members of the Committee Doctoral Committee approved by the Dean of the College of Commissioner Service.
- c. Advise the Council Commissioner of the names of the committee members and if time allows invite him to meeting with the Doctoral Candidates.
- d. Provide appropriate contact information to the doctoral candidates to make appointments, for a date and time to meet with the Committee. Each candidate will provide information regarding their chosen Thesis or Project. They are to explain what they want to do to reach their goal, and the Committee

will provide additional information to assist them to reach this goal.

Assure all information is positive so the candidate does not get discouraged and loose desire to complete the Thesis or Project.

f. When the Thesis or project is complete the Chairman sends the information on to the Dean of the College and the Council Commissioner.

g. This information is then processed by the council office to order the Degree form and the doctoral knot.

h. The degree is then awarded at the fall meeting of the College of Commissioners Science.



Project Description

DOCTORAL PROJECT

My Doctoral Project has one main goal that is to serve the Dan Beard Council by training Commissioners. The training took form in what has become The Dan Beard Commissioners College.

Prior to 2004 The Dan Beard Council would do a yearly Commissioner training for all commissioners known as The Commissioner Conference. This was a day long program with various subjects covering many aspects of commissioner service. To help the Commissioner become more effective in his service he/she provides to Unit they serve. The Conference training system had been in effect since it was first adopted in the 1985. Over the years many subjects were covered and the effect of this training was evident, but there was a demand for something new. That is why our Council Commissioner at the time Dr. Steve Woodruff called together his Asst. Council Commissioners and some of the very active District Commissioners to look at another method of delivering new training to our Commissioners. The decision was made to take from the Operations Manual the training program suggested, the Commissioners' College.

At that time I was given the task of contacting Maurita Dittmer a very active scouter who had a great amount of experience in the Commissioner College program. Maurita had come to this council from the Chicago area with her husband Dennis Dittmer also a very experienced scouter who by the way served as a Wood Badge Course Director for the Dan Beard Council. Maurita had in her previous council received her Doctoral Degree as well as all the other degrees leading up to Doctor Degree. Marita was the logical choice to lead us into the Commissioner College program. The Council Commissioner at the time was Dr. Steve Woodruff, felt that the Commissioner's College would give training a new face for training the Commissioner staff. I was asked to set up a meeting with Maurita Dittmer to discuss the possibility of her taking on the position of Dean of the Commissioner College. We found Maurita to be extremely knowledgeable about the prospect and excited about getting the College off the ground and had experience in launching a Commissioners College. I must say that Marital was thrilled with the idea, when Steve posed the question of heading up the program she gladly said yes. This meeting to get Maurita on board took place in April and by June 1st she had completed the set- up of all the Bachelor courses. I worked with her to secure the instructors for all the courses. We brought together a

committee of the following people; Wayne Mays, Charles Bucklew, Tom Scally, Rick Wiggers and of course Maurita the new College Dean.

Maurita jumped into this new assignment all the way, and with her experience the college came together beautifully. Maurita put together all the class instruction material gathered from the National Administration guide. This first year of the college we used the some power point information developed by George Crowl who served on the National Training Committee of Commissioners.

The first two years of the College were received extremely well with attendance in the 50 range.

However every, year from then on the numbers have grown. Today 2011 we are expecting over 110 commissioners at the Commissioners College that is a great increase from our meager beginning.

Unfortunately Maurita and her husband were transferred to Pennsylvania to a new job location, resulting in us looking for a new dean of the College. At that time we also had a new Council Commissioner Jon Bisson, an experienced scouter who had been VP of Program for the council prior to this assignment. We had to move quickly to fill the position of College Dean. I suggested Randy Corgan who was instrumental in getting a program of training underway for Roundtable

Commissioners. Randy had been to The Philmont Training Center in New Mexico for just such training and was inspired to bring this information to the Dan Beard Council. So Randy with assistance from Rick Wiggers a District commissioner at the time developed a Bachelors Course for Roundtable Commissioners. After seeing how successful the program was and because of the great work accomplished I suggested to Jon Bisson that a logical choice for the Dean of the College was Randy Corgan. Jon instructed me to contact Randy and ascertain if he would consider taking this assignment. Randy agreed and shortly after that Jon Bison contacted him to ask him to take the job of Dean of The College of Commissioners Service.

The College has grown in numbers of Commissioners attending each year since that time because of great direction from Randy Cogan as Dean; one reason is that Randy brought guest speakers who drew greater number of commissioners to the college. There have been National Staff people, The National Commissioner, Regional people all who added greatly to the success of the college.

My assignment from 2005 to 2011 has been as follows;

2005 Associate Dean for the Master's Program

2005 till 2011 **Associate Dean of the Doctoral Program** - Attached you will find a few of the class preparation submittals for the upcoming year with the proposed courses for that particular year and the Instructor for courses. At each course it was important to take attendance so that each person taking these courses gets credit. Also to secure from each of the students evaluations of the instructor teaching the courses to be used for instructor selection in the year to follow we want the best of the best. (See examples attached.)

"Chairman of the Doctoral Committee". The committee is comprised of other Deans to assist the Doctoral Candidates in choosing either a Thesis or a Project. The Doctoral Degree candidates are given advice and counseling to help them with the work of a Thesis or Project.

Since the start of the College we have seen four men receive the Doctoral Degree.

I have included other information such as samples of the College invitations which gives each potential student a chance to choose the courses he/she wishes' to take at the college. The invitation included the dates and time as well as the name

of the special guest of that particular year. To enroll in the courses each commissioner is required to state when they receive the Arrow Head award, and when they receive the Commissioners Key. Before the Master's degree can be awarded it is necessary to have the Arrow Head Award and the Commissioners Key.

University of Scouting 2004 - COCS / UOS Coordinator - Wayne Mays

S701	Unit Charter Renewal		<i>Greg Simms</i>
S702	The Commissioner And The District		<i>Rick Wiggers</i>
S703	Unit Visitation		<i>Terry Fritz</i>
S704	Practical Solutions To Common Unit Needs		<i>Tom Scally</i>
S705	A Commissioner's Priorities		<i>Charles Bucklew</i>
S706	Scouting Policies and Paperwork		<i>Ed Richter</i>
S751	No Lapse / No Drop Commitment		<i>Bill McNeesse</i>
S752	Webelos To Scout Transition		<i>Wayne Mays</i>

COCS 2005	Dean - Wayne Mays		
Doctorate			<i>Wayne Mays</i>
Roundtable			<i>Charles Bucklew</i>
Masters			<i>Tom Scally</i>
Bachelor			<i>Steve Momper</i>

COCS 2006	Dean - Maritta Detmer		
Doctorate			<i>Tom Scally</i>
Roundtable			<i>Charles Bucklew</i>
Masters			<i>Wayne Mays</i>
Bachelor			<i>Ralph Morris</i>

COCS 2007	Dean - Randy Corgan		
Doctorate			<i>Tom Scally</i>
Roundtable			<i>Charles Bucklew</i>
Masters			<i>Wayne Mays</i>
Bachelor			<i>Ralph Morris</i>

COCS 2008	Dean - Randy Corgan		
Doctorate			<i>Tom Scally</i>
Roundtable			<i>Charles Bucklew</i>
Masters			<i>Wayne Mays</i>
Bachelor			<i>Ralph Morris</i>

COCS 2009	Dean - Randy Corgan		
Doctorate			<i>Tom Scally</i>
Roundtable			<i>Charles Bucklew</i>
Masters			<i>Wayne Mays</i>
Bachelor			<i>Ralph Morris</i>

COCS 2010	Dean - Randy Corgan		
Doctorate			<i>Tom Scally</i>

Roundtable			<i>Charles Bucklew</i>
Masters			<i>Wayne Mays</i>
Bachelor			<i>Ralph Morris</i>



My Scouting & Personal History

Scouting History of

Thomas F. Scally Jr.

Cub Scout through First Class Scout growing up in Albany, NY.
1938 to 1945.

When my oldest son entered Scouting in 1967 I became active again, as Cub Pack Committee Member and Asst. CM.

I then served as Roundtable Commissioner for Scouting and Cubing coordinating both, 1968-1970. Council Commissioner for the Central

Connecticut Council, 1970-1977.

Received The Scouter's Training Award, The Scouter's Key, The Silver Beaver Award (1997), The Bronze Pelican, Cub Scout Training Award, The Den leader Award. Received Wood Badge Beads 1974 (NE-1-8), Served on Two Wood Badge Courses NE-1-20 (1975), & NE-1-40 (1976).

Two sons both Eagle Scouts, Tom III 1976, Sean 1979, I also have three daughters all in scouting at that time.

Transferred to Louisville, KY there I served as Council Training Chairman

1978-1980 at the Old Kentucky Home Council.

Received; the District Award of Merit

Served on The Commissioners College Staff and taught two subjects. Earned a Bachelors Degree.

Transferred to the Pittsburgh area,

Served the Westmoreland-Fayette Council as VP Program, 1980-1984,
Council Planning Committee

Serve on Wood Badge Course (NV-1-64) @ The Allegheny Council.

Transferred to

Chicago area, served with the DuPage Area Council as Council Scout

Training Chairman and Illinois District Roundtable Commissioner.
1985-1990.

Transferred to Northern KY area in 1990.
Dan Beard Council, BSA.

Roundtable Commissioner Powderhorn District 1992-1994.

District Commissioner 1994-1997. Then District Commissioner for the new
Gunpowder Creek District 1997-1999. Then Asst. Council Commissioner
Dan Beard Council 1999-to present.

Received: The District Award of Merit 1999.
Received The District Distinguished Commissioner Award in 1998.
Received The Council Distinguished Commissioner Award 2001.

I served on the council Commissioners Conference from 1997 to 2004,
arranging the courses and teaching each year. The first years were at the
Chemical Company off Rt. 71,

The location changed to Union Pacific Life in 2001.

In 2004 The Commissioner Training became The Dan Beard College of
Commissioner Service.

Commissioners College: Staff 2004

Commissioners College: Associate Dean for the Master's Program 2005

Commissioners College: Associate Dean for the Doctoral Program
2006 to 2011

Wood Badge Courses

Wood Badge 1974 NE1-8-38 Boston area Council

WB staff 1975 NE1-20 New Haven, CT area Council (Coach Councilor)

WB staff 1976 NE1-40 Hartford, CT area Council (Senior Patrol Leader)

WB staff 1981 NV-64 Pittsburgh area Council (Asst. SM Program)

WB staff 1997 C-20-97 Dan Beard Council (Asst. SM Program)

WB staff 1998 C-40-98 Dan Beard Council (Asst. SM Facilities)
Wood Badge for the 21st Century 2002 C- -02 (Troop Guide)
Wood Badge for the 21st Century 2003 C-49-03 (Instructor)

Wood Badge Course Director's for Wood Badge course in 2007

Wood Badge Coordinator 2007 to 2009

National Youth Leadership Training

Served as Asst. Scout Master Administration 2007

Served as Scout Master Wk. #3 2008

Served as Scout master Wk. # 3 2009

Attended Course Directors Training for NYLT 2007

Scouting Religious Awards

The Bronze Pelican Award - Archdiocese of Hartford, CT
November 3, 1974

The St. George Emblem – Dioceses of Covington, KY
February 6, 2005

In 1995 I retired from Johns-Manville after 35 years to teach skiing.

Member of the National Ski Patrol from 1956 to 1999

Member of the Professional; Ski Instructors Associon from 1995 to 2012.



Planning Materials

1. Course Planning – The Courses & the Instructors chosen to teach each of the years of 2009, 2010 and 2011.
2. The invitation to the Commissioners College 2010.
3. The Degree Requirement information.
4. The requirement information for Thesis Submission to the Doctoral Committee.

**2011 Doctor of Commissioner Science Course
Material & Time**

9:00 to 9:50AM DCS-601

Selecting a Thesis/Research Project Topic *Session required
This session introduces the participant the thesis project, discusses what constitutes a good thesis or research topic and helps them select their general thesis topic.

9:50 to 10:40AM DCS-602

Limiting the Scope of the Topics
Participants receive help in reducing the thesis topic to a workable size and idea for thesis/research.

10:40 to 11:30 AM

General Meeting - The Lunch Area -
Special Guest to address the Commissioners

11:30 to 12:15 AM Lunch.

12:15 to 1:05 PM DCS-6903

Developing Thesis Outline the Report
This course covers the thesis outline and a verity of suggestions for writing and revising the report and format recommendations.

1:05 to 1:55 PM DCS-620 *Semi- New PHD Course
"ASSESSING COUNCIL & DISTRICT HEALTH"

1:55 to 2:45 PM DCS-701 * Semi- New PHD Course
Beyond BCS 114 – " THE COMMISSIONER AND THE PROFESSIONAL –A WORKING RELATIONSHIP"

2:45 to 3:35 PM DCS-604
"Thesis Workshop"

3:45 to 4:15 Closing Ceremony

**2010 Doctor of Commissioner Science Course
Material & Time (Revised 5/18/2010)**

DCS-601 Jim Clinkenbeard Back up Tom Scally

Selecting a Thesis/Research Project Topic *Session required

This session introduces the participant the thesis project, discusses what constitutes a good thesis or research topic and helps them select their general thesis topic.

DSC-610 Tom Armstrong Back up Mrs. Armstrong

Commissioner Burnout

Participants receive help in reducing dealing with Commissioner Burnout, how to deal with the problem and ways to prevent it from becoming a problem.

General Meeting - The Lunch Area -

Commissioners gathering to welcome a guest

DCS-6903 Ed Milbrada Back up Tom Scally

Developing Thesis Outline the Report

This course covers the thesis outline and a verity of suggestions for writing and revising the report and format recommendations.

DCS-608 Les Hauser Back up Dale Rossman

Commissioner Lifesaving

What can be done with the unit that is on is about to go down the tubes? How can we as commissioners prevent the loss of Scout Units, and solution to prevent the loss of these units?

DCS-611 Tom Armstrong Back up Mrs. Armstrong

Consider your Spouse and Family

Do we consider the effect that commissioner service has on our family? Are we prepared when we step over the line and devote more time to scouting and overlook the needs of family?

DCS 604 Tom Scally Back up Les Hauser & Jim Clinkenbeard

Commissioner Workshop

Individual Progress

Discuss the topic selection, definition, limitation, research, or writing.

3:45 to 4:15 Closing Ceremony

**2009 Doctor of Commissioner Science Course
Material & Time (Revised 6/09/09)**

9:00 to 9:50AM DCS-601

Selecting a Thesis/Research Project Topic *Session required
This session introduces the participant the thesis project, discusses what constitutes a good thesis or research topic and helps them select their general thesis topic.

9:50 to 10:40AM DCS-602 * Session required

Limiting the Scope of the Topics
Participants receive help in reducing the thesis topic to a workable size and idea for thesis/research.

10:40 to 11:30 AM

General Meeting - The Lunch Area -
Special Guest Keith Christopher will address all Commissioners

11:30 to 12:15 AM Lunch.

12:15 to 1:05 PM DCS-6903 Session required

Developing Thesis Outline the Report
This course covers the thesis outline and a verity of suggestions for writing and revising the report and format recommendations.

1:05 to 1:55 PM DCS-620 * New PHD Course
"ASSESSING COUNCIL & DISTRICT HEALTH"

1:55 to 2:45 PM DCS-701 * New PHD Course
Beyond BCS 114 – " THE COMMISSIONER AND THE PROFESSIONAL –A WORKING RELATIONSHIP"

2:45 to 3:35 PM DCS-715 * New PHD Course
"ELIMENTS OF BEING A QUALITY DISTRICT"-to ensure success in every area, what dose it take?"

3:45 to 4:15 Closing Ceremony

To: SCOTT DOUGLAS

8/16/2011

FROM: TOM SCALLY

Subject: Doctoral Courses will be taught by the following Commissioners

Session # 1 DCS-601

“Selecting a Thesis Topic”

Teaching: Jim Clinkenbeard (Back Up) Adam Clinkenbeard

Session # 2 DCS-602 “Limiting the Scope of Topics

Teaching: Ed Mirada (Back UP) Tom Scally

Session # 4 DCS-603 “Developing a Thesis Outline”

Teaching: Adam Clinkenbeard (Back Up) Jim Clinkenbeard

Session # 5 DCS-620 “Assessing the Council & District Health”

Teaching: Michael Ratter man (Back Up) Stan Knight

Session # 6 DCS-701 “Commissioner & the Professional Working Relationship”

Teaching: Tom Armstrong (Back Up) got no name

Session # 7 DCS-604 “Thesis Workshop”

Teaching: Tom Scaly with Jim Clinkenbeard & Stan Knight

Scott; all instructors are choosing their back-up instructors or have not!

August 18, 2011

Mike,

Here is a CD with all the Doctoral courses on it most importantly your course DCS-602. You can change your presentation for the better; just let me know what you did. The newest and very important information to inject in this presentation is the (JTE) Journey to Excellence. We no longer have the Centennial Quality Award Program it finished in 2010.

As you know that CQA lasted 4 years, but the JTE is starting in 2011 and will go on indefinitely. I will get you some had outs and plus a couple of things to put in the power point.

Do you have a back-up to work with you? Sure would be nice if you found a new person to help. Perhaps someone from the PHD courses from last year or the year before. If you like you might ask Rick Hayden.

I think this material will cover your needs if not please let me know what I can do for you'

Thank you for your help,

YIS,

Tom Scally

Asst. Council Commissioner

PANEL DISCUSSION

Our panel discussion will be led by Tom Duggan, Dan Beard Council Scout Executive. Tom has a broad knowledge on how to recruit and provide quality commissioner service through his years as a professional. The topic for this year's panel is "Recruiting & Quality in Commissioner Service." The panel discussion is open to all attendees during Session 3. This is counted as an elective course for all degree programs.

Degree Requirements

General requirements for all Degree work include current registration as a commissioner, completion of Commissioner Orientation, completion of Commissioner Basic Training, and completion of Youth Protection Guidelines Training. Requirements for the non-accredited degrees and certificate in College of Commissioner Science are as follows:

Associate Degree

Awarded to all non-degreed students upon completion of four (4) class sessions of training (while as a student or instructor).

Bachelor Degree

Awarded upon completion of seven (7) class sessions of training not spanning more than two (2) consecutive years (while as a student or instructor).

Masters Degree

Awarded upon completion of seven (7) class sessions after obtaining a Bachelor Degree, not spanning more than two (2) consecutive years (while as a student or instructor); earned the Arrowhead Honor.

Doctorate Degree

Awarded upon completion of at least ten (10) class sessions after obtaining a Masters Degree (either as a student and/or instructor), for a total of 22 class sessions. Other requirements include completion of courses for the Doctoral and completion of the Doctoral Thesis as prescribed in the offered courses, and previously been awarded the Commissioner's Key and served on the staff of the College of Commissioner Science for at least one year. The thesis or project must be approved in advance by the Doctoral Committee.

NOTE: There may be requirements in addition to course attendance. Please submit proof of completion of these requirements or email verification from your District Commissioner or District Executive to Rick Hayden, Dean of Academic Affairs: rhayden@agentshelternsurance.com

Agenda

Registration: 8:00AM – 8:30AM

Key Note Speaker: 8:30AM – 9:00AM

Tico Perez – National Commissioner – Boy Scouts of America

Session 1: 9:00AM – 9:55AM

Session 2: 10:00AM – 10:55AM

Session 3: 11:00AM – 11:55AM

Lunch: (Provided)

Session 4: 12:45PM – 1:40PM

Session 5: 1:45PM – 2:40PM

Session 6: 2:45PM – 3:40PM

Session 7: 3:45PM – 4:40PM

CLOSING: 4:40PM – 5:00PM

Registration required for all attendees and staff.

Council refund policy: Individuals that cancel a program reservation 30 days prior to the event will receive a refund, less 15% administrative charge. No refunds will be made after the 30-day cancellation deadline.

REGISTRATION INFORMATION

Refer to College of Commissioner Science information program for session titles and descriptions. Select as many as seven (7) sessions throughout the day that you wish to attend.

Tear off registration form and mail as noted.
If you have any questions contact Randy Corgan - Dean at 513- 583-8088 (8:30-5:30 PM – Mon thru Fri.)

Fees

(Account #084-20)

Registration: \$25.00

Return this registration and payment to:

Dan Beard Council

Boy Scouts of America

College of Commissioner Science

10078 Reading Road

Cincinnati, OH 45241-4833

“Commissioner Service – The

Second Hundred Years”

DAN BEARD COUNCIL

**RECRUITING & QUALITY IN
COMMISSIONER SERVICE**

2010



October 23, 2010

**Scout Achievement Center
10078 Reading Road
Cincinnati, OH**

**Tom Duggan, DBC Scout Executive
Keynote Speaker**

The purpose of the College of Commissioner Science is to provide supplemental training for all functions in the council and district related to commissioner service. It is recognized that commissioners are key to the continued health and growth of the units in the council. The College of Commissioner Science will provide the supplemental training to aid the commissioners in providing outstanding unit service. Courses offered address National, Regional, and Area programs of emphasis, local council concerns, and pertinent topics.

REGISTRATION FORM

Name: _____
 District: _____
 Address: _____
 City: _____ Zip: _____
 St: _____
 PHONE: _____
 (M) _____
 (H) _____
 Email: _____
COMMISSIONER POSITION:
 ADC: _____
 UC: _____
 RT (Commissioner or Staff) _____
COURSE SELECTION: _____
BACHELOR OF COMMISSIONER SCIENCE PROGRAM
 Session 1: CHARTER RENEWAL - BCS102
 Session 2: THE COMMISSIONER'S & THE DISTRICT - BCS103
 Session 3: Commissioner Service - The Second Hundred Years
 Session 4: UNIT VISITATION - BCS104
 Session 5: PRACTICAL SOLUTIONS TO COMMON UNIT HELPS - BCS105
 Session 6: EFFECTIVE ROUNDTABLES I - BCS106
 Session 7: COMMISSIONER PRIORITIES - BCS108
BACHELOR OF ROUNDTABLE COMMISSIONER SCIENCE PROGRAM
 Session 1: ROUNDTABLE ADMINISTRATION - RT601
 Session 2: THE ROUNDTABLE TEAM - RT602
 Session 3: Commissioner Service - The Second Hundred Years
 Session 4: ROUNDTABLE PLANNING - RT603
 Session 5: PROMOTION AND PROGRAM PIZZAZZ - RT604
 Session 6: SPECIAL EMPHASIS/THE FINAL OUTCOME - RT605
 Session 7: RT EVALUATION - RT606
MASTERS PROGRAM (ROUNDTABLE & COMMISSIONER SCIENCE)
 Session 1: LIFESAVING II - MCS304
 Session 2: VENTURING & THE COMMISSIONER - MCS308
 Session 3: Commissioner Service - RECRUITING & QUALITY
 Session 4: COMMISSIONERS TOP 10 LIST - MCS406
MASTER OF COMMISSIONER SCIENCE BREAKOUT PROGRAM
 Session 5: RECRUITING NEW COMMISSIONERS - MCS402
 Session 6: HOW TO REMOVE A VOLUNTEER - MCS407
 Session 7: WEBELOS TO SCOUT TRANSITION - MCS307
MASTER OF ROUNDTABLE COMMISSIONER SCIENCE BREAKOUT PROGRAM
 Session 5: GOOD ROUNDTABLE COMMISSIONER needs both HEAD & HEART - MRT309
 Session 6: ADVANCED ROUNDTABLE LEADERSHIP - MRT404
 Session 7: LOOKING OUTSIDE THE BOX FOR PROGRAM HELP - MRT410
DOCTOR OF COMMISSIONER SCIENCE PROGRAM
 Session 1: SELECTING A TOPIC - DCS601
 Session 2: COMMISSIONER BURNOUT - DCS610
 Session 3: Commissioner Service - RECRUITING & QUALITY
 Session 4: DEVELOPING THEIR OUTLINE REPORT AND WRITING THE REPORT - DCS603
 Session 5: COMMISSIONER LIFESAVING - DCS608
 Session 6: CONSIDER YOUR SPOUSE AND FAMILY - DCS611
 Session 7: COMMISSIONER WORKSHOP - DCS604

TEAR OFF HERE AND MAIL WITH REGISTRATION

BACHELOR OF COMMISSIONER SCIENCE PROGRAM

Session 1: CHARTER RENEWAL - BCS102
 This course discusses the why, when, and process of charter renewal with the emphasis on the commissioner's role and responsibilities.

Session 2: THE COMMISSIONER'S & THE DISTRICT - BCS103
 This course will focus on the four functions of the district. Emphasis will be placed on the commissioner's relationship with each district committee

Session 3: Commissioner Service - Recruiting & Quality

Session 4: UNIT VISITATION - BCS104
 This course will explore the various types of unit visitation and what the commissioner needs to do to prepare for a visitation and how to complete and use the worksheet.

Session 5: PRACTICAL SOLUTIONS TO COMMON UNIT HELPS - BCS105
 Helps commissioners understand how to respond to unit needs. Participants become familiar with Unit Commissioner, Worksheets and Commissioner Helps for Packs, Troops, and Varsity.

Session 6: EFFECTIVE ROUNDTABLES I - BCS108
 This course will provide insight to the Unit Commissioner concerning the essential elements of ROUNDTABLE, who should attend and what to expect

Session 7: COMMISSIONER PRIORITIES - BCS106
 This course will assist the Unit Commissioner in establishing priorities to better serve assigned units.

BACHELOR OF ROUNDTABLE COMMISSIONER SCIENCE PROGRAM

Session 1: ROUNDTABLE ADMINISTRATION - RT601
 This course teaches the purposes of ROUNDTABLE, the relationships and responsibilities of ROUNDTABLE to the units and district/council operation.

Session 2: THE ROUNDTABLE TEAM - RT602
 This course discusses the responsibilities of the commissioner, recruiting and training of a team and methods for support, motivation and evaluation.

Session 3: Commissioner Service - Recruiting & Quality

Session 4: ROUNDTABLE PLANNING - RT603
 This course will discuss the elements of quality Roundtables, importance of planning, and the steps for planning successful Roundtables. Included will be practical application.

Session 5: PROMOTION AND PROGRAM PIZZAZZ - RT604

The session will focus on ways to identify publicity and promotion methods, assess attendance goals and strengthen existing attendance through incentive techniques and the philosophies and examples behind making ROUNDTABLE programs fun.

Session 6: SPECIAL EMPHASIS/THE FINAL OUTCOME - RT605
 This session will look at how ROUNDTABLE can help build quality units, the importance of special ROUNDTABLE programs and how to motivate unit leaders to do a better job.

Session 7: RT EVALUATION - RT606
 This course discusses what Unit Commissioners should know and understand regarding Round Table and how to best evaluate and provide guidance for improvements

MASTER'S PROGRAM (ROUNDTABLE & COMMISSIONER SCIENCE)

Session 1: LIFESAVING II - MCS303
 The effective method of breathing new life into dead or dying units is the focus of this course. Commissioners will learn what unit lifesaving are, vital signs to watch for, and when to know what action is needed.

Session 2: VENTURING & THE COMMISSIONER - MCS308
 This course will discuss the commitment to and support of the commissioner service to the Venturing program.

Session 3: Commissioner Service - Recruiting & Quality

Session 4: RECRUITING NEW COMMISSIONERS - MCS402
 This session for all administrative commissioners covers the steps of recruiting commissioners, group recruiting techniques, and sources of prospects.

MASTER OF COMMISSIONER SCIENCE BREAKOUT PROGRAM

Session 5: NO LAPSE / NO DROP - MCS301
 This course will cover what constitutes a lapsed/dropped unit, why they lapse or drop, and how to prevent this from happening.

Session 6: HOW TO REMOVE A VOLUNTEER - MCS407
 This session covers how to evaluate poor performance, what to do first, and what to do if all else fails. This is never easy.

Session 7: WEBELOS TO SCOUT TRANSITION - MCS307
 What are the commissioner's responsibilities in regard to Webelos-to-Scout transition? t

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College of Commissioner Science

Degree Requirements and Reciprocity Guide

Degree Requirements

I. Bachelor of Commissioner Science Degree

Prerequisites:

- A. Maintain registration in any capacity as a commissioner during the entire training program listed below.**
- B. Complete Commissioner Orientation (Commissioner Field Book).**
- C. 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 as listed in the *Continuing Education for Commissioners Manual*.

Performance:

- A. Approval of Council or Assistant Council Commissioner**
- B. Approval of Scout Executive or Adviser to Commissioner Service**

II. Masters of Commissioner Service Degree

Prerequisites:

- A. An approved Bachelor of Commissioner Service Degree**
- B. The Commissioner Arrowhead Award**
- C. Current registration as a Commissioner**

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 as listed in the *Continuing Education for Commissioners Manual*.

Performance:

- A. Approval of the Council or Assistant Council Commissioner**
- B. Approval of the Scout Executive of Staff Advisor to Commissioner Service**

College of Commissioner Science

III. Doctorate of Commissioner Service Degree

Prerequisites:

- A. An approved Masters of Commissioner Service Degree**
- B. The Commissioner's Key**
- C. Current registration as a Commissioner**

Course Requirements:

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. the Doctorate level as listed in the *Continuing Education for Commissioners Manual*. Classes taught will count toward fulfillment of this requirement.

Thesis or Project:

- A. Completion of a thesis or project Related to Commissioner Service in the Dan Beard Council, BSA.**
- B. The topic and final paper or project must be approved by the Dean of the Doctoral Committee and the committee staff.**
- C. The thesis may not be started until completion of the Masters Degree and approval of the thesis committee.**
- D. The thesis must be submitted for review in an approved format.**

Performance:

- A. Serve on the College of Commissioner Science faculty (instructor or support staff) or work with training support for commissioners for at least one year.**
- B. Approval of the Council or Assistant Council Commissioner.**
- C. Approval of Scout Executive or Staff Advisor to Commissioner Service.**

Note: Bachelors and Masters Degrees are normally conferred during graduation at the College of Commissioner Science. However if a degree is completed in the interim, the degree may be given to the District Commissioner to be awarded at a Commissioners Meeting or to the Council Commissioner to be awarded to the District Commissioner or an Assistant Council Commissioner.

A Doctorate will only be conferred at the College of Commissioner Science.

College of Commissioner Science

Reciprocity Guide

Outside Course Work

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

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

Degrees Earned out of Council

The Dan Beard Council will honor degrees earned outside of the Council if the following conditions are met.

1. Bachelor of Commissioner Science Degree

Credit for a Bachelor of Commissioner Science Degree earned in a Commissioner's College of another Council will be granted in the Dan Beard Council if:

- A. The degree was earned in the last 10 years.**
- B. The Commissioner has been an active Commissioner since earning the degree.**
- C. The college requires at least 5 courses for the degree.**
- D. The Courses applied toward the degree are equivalent courses to the courses offered in the *Continuing Education for Commissioners Manual*.
Classes taken at the University of Scouting do not count toward the degree.**

If the Commissioner attends a one week Commissioner course at the Philmont Training Center, credit for a Bachelors degree may be given if other requirements are met.

College of Commissioner Service

II. Master of Commissioner Science Degree

Credit for a Masters of Commissioner Science Degree earned in a Commissioner's College of another Council will be granted in the Dan Beard Council, BSA if:

- A. The degree was earned in the past 10 years.**
- B. The Commissioner has been an active Commissioner since earning the degree.**
- C. The College required at least 5 advanced courses for the degree above the Bachelors requirement.**
- D. The Courses applied toward the degree are equivalent courses to the courses offered in the *Continuing Education for Commissioner Manual*. Classes taken at the University of Scouting do not count toward the degree.**

The Commissioner attends one week of an Advanced Commissioners course at the Philmont Training Center, credit for a Masters degree may be given if other requirements are met.

III. Doctorate of Commissioners Service Degree

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

- A. The Candidate had been an active Commissioner since completing the course work or thesis.**
- B. The candidate has been registered as a Commissioner and been active in the Dan Beard Council for at least one year.**
- C. A candidate has participated in at least one Dan Beard Council College of Commissioner Science.**

Note: The Dan Beard Council will honor The Commissioner Arrowhead and Commissioner Key earned in Another Council. Doctoral Degrees completed in another Council will also be honored.

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

Thesis Submission Guidelines

To obtain approval of your Doctoral Thesis you must submit a one page document to the Dean of the Doctoral Program with the following Information.

1. Your name and current Commissioner Position
2. The title of your thesis.
3. A brief paragraph describing the purpose of the thesis and why you choose that particular topic.
4. A proposed outline that will be used to write the thesis.

Please note that the thesis must be related to Commissioner Service.

Once you have submitted your document, it will be reviewed by the Dan Beard Council Doctoral Review Committee who will determine if the topic is appropriate, sufficiently focused, and worthwhile. The intent of the thesis is to improve some aspect of Commissioner Service.

To submit your completed thesis, it must contain the following elements:

1. A Title Page
2. Preface
3. Table of Contents
4. Introduction
5. About 20 double spaced pages
6. Conclusion
7. Appendix (if needed)
8. Bibliography

The Thesis should be submitted along with a list of positions you have held as a Commissioner, Commissioner Specific training you have completed, including Commissioner College courses that you have attended or taught. Also include the year and council in which your Bachelors and Masters Degree were earned. The thesis should be submitted to Dean of the Doctorate Program. Contact the Dean of the College or the Council Commissioner if you have any questions.



Instructor Preparation

The College team had two meetings for the college instructors. Preparation for a great presentation is imperative for each instructor, and with this review of presentations we had the opportunity to make changes if required.

We covered many aspects of the ideal presentation.

As follows;

College of Commissioner Science

Degree Presentation & Closing

NOTE: The following is the presentation of degree certificates or certificates of attendance earned during the 2011 COCS.

TEAM:

- Facilitator (Randy Corgan)
- College Deans (Ralph Morris, Charles Bucklew, Wayne Mays (Scott Douglas to take Wayne's place), Tom Scally)

Overview:

1. Randy Corgan will open the graduation to the gathered commissioners
2. Randy will call up the college dean to present the certificate awarded in the specific college in the following order.
 - Bachelor
 - Roundtable
 - Masters
 - Doctorate.
3. Once a specific college is complete then Randy will call the next college until we are complete.

Opening & presentation of certificates:

Randy: "Commissioner Service is the mainstay for scouting program administration. It is Commissioner Service that ensures that units are healthy, productive, and delivers a quality program".

Our College of Commissioner Science program is designed to provide personal development in the skills necessary to ensure quality unit service. The offered classes and interactive discussions during each course provides you additional tools and experiences so you can offer guidance to your assigned units and help them be successful.

As in any profession or occupation, the better trained your staff the more apt you are to be successful.

Today we are recognizing the accomplishments of our unit commissioners in the following degree programs:

- Bachelor of Commissioner Science
- Master of Commissioner Science
- Doctor of Commissioner Science

I will now call up the Bachelor of Commissioner Science Dean to make our presentation. (NOTE: Randy will provide the dean with the certificates in alphabetical order and present the batch to the dean for presentation. Randy will stay at the podium to call out the names

College of Commissioner Science

Degree Presentation & Closing

while the Dean stays at floor level to present each certificate and congratulate each recipient.

Once the Bachelor is complete we will move Master's then Doctorate Deans.

Once the presentation is completed the facilitator will introduce the closing ceremony.

Closing Ceremony:

Transfer of the office of Dean - College of Commissioner Science:

(Randy Corgan and Scott Douglas to stand at the podium)

Randy: I would like to thank the staff of the 2011 College of Commissioner Science for their guidance, assistance and hard work planning and executing this college. It has been a great pleasure serving as the Dean of this college over the past five years. It is also, with great pleasure, to announce that Mr. Scott Douglas will be the Dean of the College for 2012. Scott, we appreciate your dedication to serving the commissioner staff and wish you much success with the 2012 college.

Retire the Colors - (Ralph Morris will coordinate the Order of the Arrow to retire the colors):

Closing:

Randy: We will now have our closing benediction ... "May the Spirit which brought us together today keep us mindful of our obligations to unit service during the year and remind us of our need to learn, share and return here." ... Have a safe trip home ... the 2011 College is now closed.

Notes for Orientation/Expectations Meeting
Scout Achievement Center
Thursday, September 2, 2010

- **Team Teaching:**
 - Split up the material
 - It doesn't have to be 50/50
 - Depend on each other to answer questions
 - If you don't know the answer – let them know that you will find the answer & get back with them (make sure you do!)
 - It is better to answer questions when asked instead asking them to hold them until the end.

- **Be in the Correct Uniform**
 - Don't wear unauthorized badges.
 - Uniform should be clean and pressed
 - You are the "Best of the Best."

- **Class Length:**
 - 50 min./10 min. in between classes
 - Make sure you give participants enough time to get to the next class
 - Thoughts?

- **Classrooms/Audio Visual:**
 - We will ensure that a data projector is available in each room
 - Special needs (flip chart, etc.) – let Scott Douglas know

- **Evaluations:**
 - Hand out at beginning of course
 - Collect at end of class and place in manila envelope provided
 - Will be collected by a staff member at end of class
 - Will be reviewed with you within two weeks after College date. If not let me know. (513.xxx.xxxx)

- **Recruiting:**
 - YOU are all College Representatives:
 - Encourage Commissioners in your District to participate
 - Maximum participation is our goal!
- **Scout Shop Support:**
 - Ordering extra Commissioner related manuals
 - Commissioner uniform items
 - Hats, Pins, Pens, Folders, etc.
 - Drawing
- **Degree Certificates:**
 - Issued at Closing Ceremony
 - Closing Comments
- Additional Items:

2010 College of Commissioner Science (10/23/10)

Planning Meeting – Scout Achievement Center

August 19, 2010 - 5:30 PM

- **Outstanding 2009 College issues (Rick Hayden)**
 - Corrected Certificates (Status) **by date?**
 - Degree Coins Awarded (Status) **by date?**

- **Instructors – (Degree Program Deans)**
 - Do all courses have (2) instructors?
 - One instructor should serve as the “lead instructor”
 - Both instructors should be listed on the org chart (**Scott Douglass**)

- **Course Length**
 - We can have up to 55-minute sessions with a 5 minute break
 - We can drop down to 50-minute sessions with 10 minutes in-between if we use Cincinnati State. *(If we think it is necessary)*
 - **Your thoughts?**

- **Food & Refreshments (Scott’s Team)**
 - Do we want to have food for breakfast? (Cost)
 - Lunch – Box lunches worked well last year (Cost)
 - Suggestions

- **Course/Instructor Evaluations (Rick Hayden)**
 - Instructors distribute these at the beginning of each class
 - Have several volunteer staff members collect the evaluation forms (manila envelope) at the end of each class (Rick Hayden)
 - **Evaluations should be summarized and reviewed with each instructor NLT (2) weeks after the college date.**
 - Currently each College course has a evaluation form
 - **Option 2** would be to give each participant one form for all of the courses that they take (much more difficult to summarize.)
 - **Do we have any ideas on ways to simplify the process?**

- **Brochure Status – status**
 - Should be published NLT Friday (8/20)
 - **Nathan Hopper to mail to all registered DBC Commissioners by early next week** – does he need any help?
 - Virgil Reed will be sending a copy to each Area 6 Council Commissioner and Council Executive to invite him or her to our College.

- **Registration Deadlines (Scott Douglass)**
 - DBC Commissioners
 - Area 6 Commissioners (extra room considerations)
 - Recommended hotels for Commissioners travel a good distance (work out a reduced price with hotel)

- **Classroom Space (Scott Douglass)**
 - What kind of numbers can SAC support
 - Which courses will require space at Cincinnati State
 - Confirm price for use of classrooms (cost of security guard?)
Nathan Hopper
 - Confirm maximum capacity for large SAC Room (for Panel Discussion/Lunch (**Nathan H. confirm**))

- **Scout Shop Support**
 - Commissioner related manuals
 - Commissioner uniform items
 - Hats, pins, pens, folders
 - Provide a **something for a drawing** (“Centennial Commissioner Patch Collection” \$190 SRP?) Free or at Discount

- **Folder for each participant (see example)**
 - Less than \$5.00 each in quantity – includes pad
 - Determine cost to add an inexpensive ballpoint pen (Bic?)
 - Other suggestions?

- **Degree Certificates (new) Rick Hayden**
 - Purchased through National Supply
 - May be able to get the PDF’s from Tim Acree
 - Bachelor
 - Masters
 - Doctorate

- Certificate of Achievement For Post Graduate Studies
(emphasize this option to Commissioners who have completed degree work!)

- **Create CCS Handbook – Randy**

- Degree Requirements
- Course Descriptions
- Course Transfer Requirement
- Doctoral Thesis/Project Requirements
 - Flow chart the process
- Etc./Suggestions

- **Additional Issues:**