



2020 Dan Beard Council

College of Commissioner Science

Building Relationships-Strengthening Units

Saturday, March 14, 2020

Fellowship at 7:45am

Registration 8:15am-8:45am

Classes 9:00am to 3:00pm

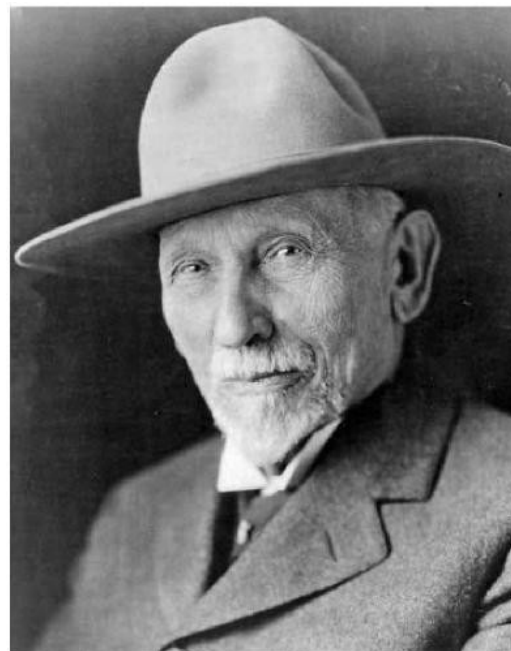
Degrees & Awards 3:00pm-3:30pm

Dan Beard Council

Scout Achievement Center

10078 Reading Road

Cincinnati, OH 45241



The Course Catalog includes: Degree Requirements, Schedule, Course Descriptions, & Online Registration instructions.

The Daniel Beard Council College of Commissioner Science is a GREAT opportunity for all Commissioners to SHARE experiences and LEARN new Scouting information as well as earn Commissioner College Degrees.

Registration information is available on our Council Web Site

<http://legacy.danbeard.org/Event.aspx?id=9127>

Dear Commissioners,

Thank you for investing in yourself, your commission, and the units, Scouts and Scouters you serve. Well trained commissioners make the difference in the program quality delivered to our youth.

We've developed some new course content this year to create an experiential learning environment. Our goal was to limit or eliminate PowerPoint in all the courses. You deserve to leave each session with at least one actionable goal and some tactics that will help you achieve it.

Please take the opportunity to provide feedback for each of your courses. We rely on your feedback to improve and change the courses each year. I personally read all the reviews and I appreciate your candor.

Finally, thank you to the deans, faculty, support staff, and our professionals.

Yours in Scouting,

Adam J. Clinkenbeard

Adam J. Clinkenbeard

Dean – College of Commissioner Science

Dan Beard Council

Commissioner College Staff

Title	Name and Contact Info		
College Dean	Adam J Clinkenbeard	561-306-5512	ajclinkenbeard@gmail.com
Dean of Roundtable Program	Chris Minniear	513-265-3861	crminniear42@gmail.com
Dean of Doctorate Program	Jack Ball	513-310-6543	jbjr1967@yahoo.com
Dean of Postdoctoral Studies	Dennis Dziech	513-497-1187	dadz@cinci.rr.com
Dean of Academic Affairs	Rick Hayden	859-384-7226	rhayden@fuse.net
Registrar	Jon Dreier	513-231-7710	pauljon@zoomtown.com
Staff Advisor	Melissa Ford	513-577-7723	melissa.ford@scouting.org

Registration information

- Tuition: **\$20.00** for students **\$15.00** for faculty/staff
- Tuition includes training, handouts, refreshments, lunch, patch, and recognition certificate.
- Payment is available with a credit or debit card online.
- You will receive a printable confirmation at the end of your registration. Use your browser print function to print this one-page document to enclose with your mail in payment.

Coming to the College

- Wear your Official Scout uniform
- Wear a nametag if you own one
- Bring something on which to take notes, e.g. a notebook, notepad, tablet or laptop
- You will receive a copy of your schedule with room assignments
- You will receive a copy of your official transcript
- Show Scout Spirit!
- Provide quality feedback – feedback is a gift, it truly is

Faculty & Facilitator Instructions

- Register for the course(s) you'll be facilitating
- Bring your digital notes, slides or other media on a flash drive or portable storage device
- We discourage PowerPoint. If you need to use PowerPoint limit the presentation to no more than 10 total slides. Slides must be useful for participants.
 - Use images rather than words
 - If using text, limit your slides to the rule of 4x4 – no more than 4 bullets per slide with no more than 4 words per bullet. An exception will be made if a scenario or activity is presented on the slide.
 - Do not read slides
- Please limit handouts to activity sheets, exercises, role-plays and other active learning pieces
 - Send requests for printouts to Adam Clinkenbeard at ajclinkenbeard@gmail.com
 - Requests are due by 3/10/20
 - Include the number required and any other relevant details
- If you did not register for a course in each time block, you're invited to a fellowship and discussion in Baker

David Weyrick



David Weyrick serves as the Central Region Connective Relationships Chair and is an Eagle Scout. He has received the Silver Beaver, Silver Antelope, and OA Centurion Awards. David is a Presbyterian pastor, summer camp Chaplain, Commissioner, and grandfather. He has served on the staff of the last five Jamborees and wrote a five-volume history of the Manatoc Scout Reservation. David is also a professional ventriloquist.

Earning a Commissioner Science Degree at the 2020 Daniel Beard Council CCS

- **Bachelor's Degree and Master's Degree** – You may be able to earn either of these by taking the appropriate courses. However, all other requirements below must be completed, including any prerequisites.
- **Doctorate** – You must complete all the requirements listed below to earn your degree.
- **Continuing Education** – At this time, there is no other degree or award to be earned.

Bachelor of Commissioner Science (BCS)

- **Prerequisites**
 - Current registration as a Commissioner
 - Current BSA Youth Protection Training Certificate
 - Completion of position-specific "Commissioner Basic Training"
- **Course Requirements**
 - Complete a minimum of seven (7) courses of instruction, exclusive of Doctoral courses

Bachelor of Roundtable Commissioner Science (BRCS)

- **Prerequisites**
 - Current registration as a Commissioner
 - Current BSA Youth Protection Training Certificate
 - Completion of position-specific "Commissioner Basic Training"
- **Course Requirements**
 - Complete a minimum of seven (7) courses of instruction
 - At least five (5) courses must be from the Roundtable curriculum

Master of Commissioner Science (MCS)

- **Prerequisites**
 - Current registration as a Commissioner
 - Current BSA Youth Protection Training certificate
 - Earned the Commissioner Arrowhead Honor
 - Completion of a Bachelor's Degree
- **Course Requirements**
 - Complete a minimum of seven (7) additional courses of instruction, for a total of fourteen (14)
 - Six (6) of the fourteen courses must be from the Master's Degree level training

Master of Roundtable Commissioner Science (MRCS)

- **Prerequisites**
 - Current registration as a Commissioner
 - Current BSA Youth Protection Training certificate
 - Earned Commissioner Arrowhead Honor
 - Completion of a Bachelor of Roundtable degree
- **Course Requirements**
 - Complete a minimum of seven (7) additional courses of instruction, for a total of fourteen (14)
 - Eleven (11) of the courses must be from the Roundtable curriculum and six (6) of those courses must be from the Master of Roundtable curriculum
 - Doctoral courses do not count toward this degree

Doctor of Commissioner Science Degree (DCS)

Note: The Doctor of Commissioner Science and the Doctorate of Commissioner Science Award Knot are two distinct awards. See the next page for details.

- **Prerequisites**
 - Current registration as a Commissioner
 - Current BSA Youth Protection Training certificate
 - Master of Commissioner Science Degree
 - Awarded the Commissioner Key
- **Course Requirements**
 - Complete a minimum of ten (10) additional courses of instruction for a total of twenty-four (24) unique courses; courses may not have previously been counted toward other college degrees
 - At least five (5) of the twenty-four (24) must be from the Doctorate or Continuing Education level training.
- **Thesis or Project**
 - It is recommended that the topic of a project or thesis be directly related to unit service.
 - The topic must be pre-approved by the Dean of the Doctoral Program.
 - Complete the thesis/project using the approved format as determined by the college.
 - The topic and final paper must be approved by the doctoral review committee.
 - All segments (proposal, proposal acceptance, thesis/project completion, thesis acceptance) of the degree must be approved by the Dean of the Doctoral Program or designee of the college of commissioner science staff.
 - A candidate must have earned a Master's Degree before starting on the thesis/project
- **Commissioner Performance**
 - Serve for at least one year on the College of Commissioner Science faculty
- **Doctoral Mentor**
 - Each doctoral candidate will be assigned a mentor. The mentor will support and encourage the candidate as he/she works to complete the thesis or project.
 - The mentor will also help the candidate through the approval process.
- **Doctoral Review Committee**
 - The Dan Beard Council Doctoral Review Committee will review the final thesis or project within 30 days of submission. Upon approval, the candidate will be notified via email. The committee will forward the approval to the Dean of the College of Commissioner Science so that the degree may be awarded at the next College.
 - In the extremely rare instance that a thesis or project is not approved, the entire Doctoral Review Committee will work with the candidate and Doctoral Mentor to bring the thesis or project up to standard.
 - This committee is typically comprised of the College Dean, the Doctoral Dean, and one other person. This third person could be the Council Staff Adviser for Commissioner Service, or another Commissioner who holds a Doctorate Degree as selected by the College Dean.

Doctorate of Commissioner Science Knot Award

The Doctorate of Commissioner Science Knot Award recognizes completion of a standardized training program including a thesis or project, the awarding of the Doctorate of Commissioner Science from a College of Commissioner Science and the achievement of performance objectives to improve Unit Service.



Note: The completion of the Doctorate Degree of Commissioner Science does not automatically qualify a Commissioner for this award knot. All requirements below for the knot must be met. There are only two unique requirements to earn this award: Tenure and Recruiting.

Requirements for this Award

Prerequisites

- Current registration as a commissioner
- Current BSA Youth Protection Training Certificate
- Completion of Doctoral Degree

Tenure

- Serve as a Commissioner for a minimum of 5 years. (Years need not be consecutive)
- This service may be in one or more roles or positions of Commissioner Service.

Recruiting

- Recruit (or assist in recruiting) at least three new Commissioners during tenure as a Commissioner.

Final Approval

- Approval of Council Commissioner or designee

Award Qualifying Certification

- The council certifies that the individual has met all of the requirements to earn the Doctorate of Commissioner Science Award and should make the presentation at a public gathering to gain recognition for the individual being honored.

Recognition

- This award knot and certificate may be ordered through Boy Scouts of America.

CCS Reciprocity Guidelines

- The College of Commissioner Science accepts a Commissioner's course work from any Boy Scouts of America College of Commissioner Science provided that an official transcript is made available.
 - As a courtesy, the CCS faculty asks that you alert the Dean and Registrar prior to taking the courses.
- Commissioner courses taken at the Dan Beard Council University of Scouting will be accepted for credit towards a degree.
- The college will also honor Commissioner courses taken at the Philmont Training Center. (Please submit a transcript to the College of Commissioner Science Registrar.)

Degrees Earned Outside of Your Council

- The College of Commissioner Science will continue to recognize degrees earned from other Boy Scouts of America College of Commissioner Science and Philmont Training Center College of Commissioner Science degrees provided that an official transcript is made available.

Award Recognition

- The College of Commissioner Science will honor Commissioner awards earned/received in other councils. Please submit dates to the registrar to be added to your transcript.

NOTE: Any requirement or reciprocity issue not addressed by this document will need to be resolved by the College Dean and the Council Commissioner.

Transcripts to Other Colleges

- If a person plans to attend a college outside of the local council, it is suggested that a transcript be provided by the college Registrar listing the course work and/or degree completed.
- Suggested options:
 - A person may request a transcript from the Registrar
 - The Registrar may provide a transcript for the attendees at the closing ceremony or electronically.
 - The Registrar at the receiving college should review the transcript and certify that the participant is eligible to continue the course work in the registered degree program.

Activity and Class Schedule for 2020 Dan Beard Council College of Commissioner Science

Period	1	2	3	4		5	6	7	
Room #	9:10-9:40	9:50-10:30	10:35-11:15	11:20-12:00	12:00-12:40	12:45-1:25	1:30-2:10	2:15-2:55	
Board Room MCS	CE 2020 Keynote Speaker David Weyrick	MCS 417 A, B & C Contacting Units			CE 2020 Workshop	MCS 418 A, B & C Unit Growth Through Collaborative Assessments & Unit Service Plans			
Cub MCS		MCS 419 A, B & C Leading, Linking and Lifesaving				MCS 420 A, B & C Commissioner Recruiting			
Reverent DCS		DCS 501 Selecting Your Topic	DCS 502 Limiting the Scope of the Topic	DCS 503 Developing Your Project or Thesis		DCS 504 Project/Thesis Open Forum	DCS 506 Coaching for Administrative Commissioners	DCS 514 Building Meaningful Relationships	
Breakout DCS		DCS 601 A, B & C Doctoral Thesis/Project Workshop							
Schott BRT		MCS 153 Roundtable & Commissioner Tools	MCS 350 Unit & RT Comm. Working Together	MCS 352 Roundtable is Over, Now What		MCS 353 The Cub Scout Breakout	MCS 354 The Boy Scout Breakout	MCS 358 Roundtables and Solving Unit Problems	
Cafeteria CED			CED 805 CCS Facilitator Training	CED 707 Becoming a Thesis/Project Advisor		CED 803 Developing Postdoctoral Courses I	CED 804 Developing Postdoctoral Courses II	CED 720 Intro to Valuing Diversity	

Course and Facilitator Statements

- EVERYONE SHOULD REGISTER FOR SESSION CE 2020 – Our Keynote Speaker is David Weyrick
- You may register for less than seven classes, but to receive the appropriate degree certificate, participants must have completed their requirements and checked in with the registrar to confirm their degree.
- For those taking MCS 417, MCS 418, MCS 419 and/or MCS 420, please register for all three sessions, A, B and C. These courses are experiential learning sessions that tie together the learning objectives of several legacy CCS classes.
- Participants must complete all additional requirements to complete a degree.
- **Facilitators:** please register for the classes you are teaching, as well as other classes you are taking as a student, to receive proper credit for class attendance.
- We reserve the right to drop a course on the day of the college, if there is no course instructor, or if there are less than two students.
- Classrooms are equipped for electronic media.

**College of Commissioner Science
Course Descriptions**

Course	Title	Description/objective	Some of what the participant will learn
MCS 417	Contacting Units	Building relationships with unit leaders is the most important charge of a commissioner. This course offers best practices on relationship building, how to be a great listener and how to influence leaders.	<ul style="list-style-type: none"> • Define & Identify the three stages of relationship building • Practice active listening skills • Role-play and practice common interactions with unit leaders • Simple Assessment best practices
MCS 418	Unit Growth Through Collaborative Assessments & Unit Service Plans	One of the five main roles of the Commissioner is to help units grow. We use Journey to Excellence standards, Collaborative Assessments and Unit Service Plans to achieve this goal. By combining some existing CCS courses, we've created a session that ties it all together.	<ul style="list-style-type: none"> • How to engage unit leaders in a Collaborative Assessment • How to help unit leaders use JTE in assessing the program • Role-play doing a Collaborative Assessment • Role-play building a Unit Service Plan
MCS 419	Leading, Linking & Lifesaving	Effective Commissioners are influencers who mentor unit leaders as they make improvements to the program. Effective Commissioners don't know all the answers, but they know where to find them and how to connect resources to needs. Effective Commissioners troubleshoot and spot warnings signals. This course will provide best practices in leading unit leaders, linking them to district & council resources and addressing the red flags that result in poor performance.	<ul style="list-style-type: none"> • How to mentor unit leaders as a trusted advisor • How and when to involve the Chartered Organization Representative, Executive Officer and the Chartered Organization • How to bridge the gap between unit leadership and the Chartered Organization • How to locate district and council resources – learners will build a quick reference guide in class • How to identify yellow and red flags in units – learners will build a quick reference guide in class • Identify the steps to follow when a unit is struggling
MCS 420	Commissioner Recruiting	Building the Commissioner Corps is the responsibility of all Commissioners. ABR – Always Be Recruiting. Successful recruiting is a result of good strategy, clear tactics and exceptional follow through. This course will deliver the best practices of recruiting so that participants will leave with a plan they can implement.	<ul style="list-style-type: none"> • Identify the most desirable traits of Commissioner recruits • Develop a strategy for recruiting from the Unit Commissioner through administrative Commissioner ranks • Build a tactical plan to recruit Commissioners • Conduct a friendstorming session • Lay out the steps to follow through with the recruiting plan

College of Commissioner Science Roundtable Course Descriptions

Course #	Title	Description/objective	Some of what the participant will learn
BCS 153	Roundtables 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 CommissionerTools.	<ul style="list-style-type: none"> • Understand the information available within Commissioner Tools • Understand the Reports available from Commissioner Tools • Describe how to identify information to improve unit service
MCS 350	Unit & 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.	<ul style="list-style-type: none"> • Understand how commissioners work together by using the 5 goals of Unit Service. • Summarize the role unit commissioners play at roundtables. • Recognize the unique roll roundtable has in identifying unit needs.
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 acted on, to help units with their problems. Letting them go until later often means they don't get done at all.	<ul style="list-style-type: none"> • Summarize the steps in the evaluation process. • Explain the importance of collecting feedback. • Apply collected feedback to adjust plans for future roundtables. • Model the evaluation process for units, so units may use feedback for their planning and activities.
MCS 353	The Cub Scout 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.	<ul style="list-style-type: none"> • Develop a plan to help units solve their problems using program specific interest topics and resources. • Model the Cub Scout to look and feel like a pack meeting. • Employ breakout sessions to focus on the needs of leaders in unique positions. • Apply unit service resources to help pack leaders solve their own problems.
MCS 354	The Boy Scout Breakout	The Boy 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.	<ul style="list-style-type: none"> • Plan and deliver roundtables that unit leaders will want to attend • Employ local and national resources to help adult leaders pass along skills and information to their youth leaders • Apply unit service and program resources to help troop leaders solve their own problems
MCS 358	Roundtables & Solving Unit Problems	Boy Scout roundtables provide Scout leaders with the resources they need to provide a better program in their unit. It is also important for everyone to remember the youth that run the unit and that the information gets back to the unit. The Boy Scout roundtable should always be working with new and experienced unit leaders to help provide "the will to do, and skill to do."	<ul style="list-style-type: none"> • Explain the elements of a Boy Scout Roundtable as part of the District Roundtable • Discuss how to utilize the program information in the Boy Scout Roundtable Planning Guide • Understand how to provide Boy Scout leaders with "the will to do, and skill to do"

College of Commissioner Science
Doctorate Degree Course Descriptions

Course #	Title	Description/objective	Some of what the participant will learn
DCS 501	Selecting a Thesis / Project Topic	This session assists doctoral candidates in selecting their project/thesis concept.	<ul style="list-style-type: none"> • How to select an appropriate topic for the doctoral thesis or project • Students will leave with a broad topic for their thesis or project
DCS 502	Limiting the Scope of the Topic	Doctoral candidates explore various procedures to reduce their topic to a workable size. A suggested approval process will also be shared.	<ul style="list-style-type: none"> • Select a specific project/thesis • Complete Specific, Measurable, Attainable, Relevant, Timely (SMART) analysis for the selected project/thesis.
DCS 503	Developing the Thesis / Project Outline	This session covers the project/thesis outline and a variety of suggestions for writing and revising the report.	<ul style="list-style-type: none"> • How to create a working outline for the doctoral thesis or project • Identify types of outlines • Students will begin creating the outline for their thesis or project
DCS 504	Thesis/Project Open Forum	This Q&A open forum provides doctoral candidates an opportunity to review completed projects and theses instilling confidence that this task is attainable.	<ul style="list-style-type: none"> • Identify best practices in working on the doctoral thesis/project • How to set a timeline and milestones to follow in completing the thesis/project • Identify obstacles and challenges that may arise
DCS 506	Coaching for Administrative 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.	<ul style="list-style-type: none"> • Understand the principles of effective coaching. • Discuss the fundamental elements of coaching for and by administrative commissioners. • Examine coaching's role in building strong relationships within the commissioner team. • Develop a coaching outline to use with Unit Commissioners
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.	<ul style="list-style-type: none"> • Develop a top ten list that people seek in a positive relationship • Explain one way to measure relationships. • Explore possible pitfalls to avoid - actions or inactions that can put stress on relationships. • Explain how to build and maintain a solid relationship
DCS 601	Doctoral Thesis/Project Workshop	This workshop is designed for doctoral candidates to work on their approved theses/projects. Mentors will be available to offer guidance.	<ul style="list-style-type: none"> • Best practices for research • Best practices for citing sources • Guidance while working on the thesis/project

**College of Commissioner Science
Continuing Education Course Descriptions**

Course #	Title	Description/objective	Some of what the participant will learn
CE 707	Becoming a Thesis or Project Advisor	This course prepares a person, preferably a Doctor of Commissioner Science, to become a project / thesis advisor, provides specific procedures and techniques to make the task easier, and helps provide common standards for the acceptance of a Doctor of Commissioner Science project or thesis.	<ul style="list-style-type: none"> • Explain the goals of having commissioners complete a Doctor of Commissioner Science project or thesis. • Discuss quality expectations of completed projects/theses & advisor's role to ensure such. • Discuss advisor's role for supporting parts of a project / thesis. (Editing) • Examine how the advisor can serve a commissioner as a resource for selecting and executing a project / thesis.
CE 720	Introduction to Valuing Diversity	Conflict arises from differences. It occurs whenever people disagree over their values, motivations, perceptions, ideas, or desires. Sometimes these differences look trivial, but when a conflict triggers strong feelings, a deep personal need is at the core of the problem, a need to feel safe and secure, a need to feel respected and valued.	<ul style="list-style-type: none"> • Analyze the source and cause of conflict • Identify tools to help mediate conflict • Learn to apply the tools to specific situations • Establish a plan to help bring diversity into the Commissioner Corps
CE 803	Developing Postdoctoral Courses – Brainstorming Session	Doctoral Candidates, Commissioners holding Doctorate Degrees and experiences Commissioners are invited to attend this brainstorming session to develop ideas for future CED courses.	<ul style="list-style-type: none"> • Brainstorming big rock topics for potential courses • Identify knowledge gaps in the Commissioner Corps
CE 804	Developing Postdoctoral Courses – Curriculum Creation	Doctoral Candidates, Commissioners holding Doctorate Degrees and experiences Commissioners are invited to attend this CED curriculum development session.	<ul style="list-style-type: none"> • Create course outlines • Identify learning objectives • Develop activities and other experiential learning opportunities
CE 805	CCS Facilitator Training	Commissioners looking to serve as future CCS facilitators will receive training on how best to fulfill the teaching requirements of a course. Specific focus will be on facilitating learning exercises, activities, games and other active learning opportunities.	<ul style="list-style-type: none"> • Best practices for creating an active learning environment • How to meet the learning objectives of the class • Promote learner participation and involvement by using effective communication techniques • Provide tactics for handling surprise situations and difficult participants • How to manage time and keep on schedule

Additional information

Overnight Lodging

The 2020 CCS will begin with an optional fellowship at 7:45am. Registration starts at 8:15am. Refreshments will be available before classes begin. Although this is a one-day format, finishing around 3:30pm, lodging near the Dan Beard Council Scout Achievement Center is available for those who may be coming from out of council.

Hotels

Three major brand hotels are very close to the Scout Achievement Center:

- Hilton Garden Inn Cincinnati/Sharonville – 11160 Dowlin Dr. Cincinnati, OH 45241
- Holiday Inn Express & Suites Cincinnati-North/Sharonville – 11160 Dowlin Dr. Cincinnati, OH 45241
- Drury Inn & Suites – 2265 E. Sharon Rd. Cincinnati, OH 45241

Two value brand hotels with good ratings are also in the vicinity:

- Quality Inn & Suites Cincinnati/Sharonville – 2463 E. Sharon Rd. Cincinnati, OH 45241
- Hawthorn Suites by Wyndham Cincinnati – 11180 Dowlin Dr. Cincinnati, OH 45241

Each of these can be found on the internet, along with many other local hotels representing almost every chain.