

National Capital Area Council 2025 Commissioner College



In-Person

March 8, 2024

8:00am – 4:30pm

and

Online

March 9, 2023

12:30pm - 4:35pm

Registration and information at:

<https://ncacscouting.org/training/commissioner-college/>



March 8-9, 2025

College of Commissioner Science

National Capital Area Council

From the Council Commissioner Jae Engelbrecht and Commissioner College Chancellor Jim Stewart:

It Takes a Team

The beauty of being a volunteer in Scouting is we work alongside many wonderful folks who truly want to see Scouts grow in knowledge, leadership, and character. Parents provide the youth we wish to reach. Scouting America volunteers work at the unit as direct contact leaders or serving the committee. Volunteers also work at the district and council level serving on committees and they also serve as unit or administrative commissioners. The professionals work to ensure facilities, resources, and administration are covered. Scouting America's success at attaining its mission takes all these individuals, and it takes them working together to provide a smooth and seamless program for our youth.

We volunteer because of the youth in our programs and our heart for them. Our relationships and connections go a long way to getting youth to join and to stay. Our relationship within the Scouting America team enables units to provide a quality program which retains youth and encourages growth.

So, if you want Scouting America to grow by becoming a better equipped team member, whether you are a commissioner, chartered organization representative or a Scouter serving the district or council in membership, program, finance, marketing, or Order of the Arrow; you can grow intellectually and forge some new relationship with our small classes and good course discussions. Let's help Scouting America grow and deliver a program competently that will positively change lives.

For those who are registered commissioners, you can earn the Bachelor, Master, or Doctorate of Commissioner Science degree, or simply engage in Continuing Education. You will be getting the most up-to-date information on ways to improve unit service. These informative classes are packed with material you can use as you connect with your units and are presented by faculty who are highly experienced, dedicated, and enthusiastic about this year's college. You can expect a great time packed with solid learning experiences along with many opportunities for fellowship.

As commissioners, our role is different from that of other Scouters. The insignia we wear displays a wreath around Scouting's trefoil representing your commission to serve chartered organizations in the operation of Cub Scout packs, Scout troops, Venturing crews, Sea Scout ships, and Explorer posts. Scouting depends on the men and women who wear this wreath of service. You are the coach . . . the mentor . . . who forges a relationship with key unit leaders to support them in planning and delivering a quality program for the young people they serve. As commissioners, we must continually enhance our skills to better serve units.

The mission of the commissioner is to help the unit succeed, and we prepare ourselves to accomplish this mission through education and shared learning experiences. Just as every Scout deserves a trained leader, every unit deserves a trained commissioner! Together we can make sure every member of Scouting America has a great experience. We look forward to seeing you at the college on March 8th and/or 9th!

Yours In Commissioner Service,

Jae Engelbrecht
NCAC Council Commissioner

Jim Stewart
NCAC Commissioner College Chancellor

Table of Contents

Cover Page	1
Letter from Council Commissioner & College Dean	2
Table of Contents	3
NCAC Commissioner College Leadership Team and Contact Info	4
Special Acknowledgements	4
General Information	5
Agenda	7
Requirements for Degrees	
Bachelor of Commissioner Science	8
Master of Commissioner Science	8
Doctor of Commissioner Science	8
Doctorate of Commissioner Science Square Knot Award	9
Course Matrices with times	10
Robert L. Dise Commissioner College Dean's Awards	12
Garry Lewis Award for Excellence in Unit Retention	13
John A. Mack Council Commissioner's Award of Excellence	14
Save The Date (Upcoming NCAC Commissioner Colleges)	15
Aldersgate UMC Map	16

NCAC Commissioner College Leadership Team Contact Info

POSITION	NAME	CELL PHONE	EMAIL
Commissioner College Chancellor	Jim Stewart	571-225-9771	va6stewart@gmail.com
ACADEMIC PROGRAMS			
Academic Dean	Eric Bullock	501-454-0033	eric@e-bullock.net
(BCS) Bachelor Program	Ben Overbey	301-787-2498	Bfoverbey76@gmail.com
(MCS) Master Program	Dave Rockwell	202-251-2642	Dave.rockwell.email.com
(DCS) Doctorate Program	Chris Cooper	703-200-1438	christopher@cooper3000.com
(DCS) Doctorate Award	Bob Owen	301-213-2239	scouterbobowen@msn.com
(CED) Continuing Education Program	Mark Longworth	703-594-1738	mlongwth@gmail.com
ADMINISTRATION			
Administrative Dean	Gordon Henley	301-943-9713	Ghenley2@gmail.com
Registrar	Jeff Schweiger	703-472-0669	scouter.jeff@earthlink.net
Basecamp	Bryan Martin-Firvida	202-270-5805	bryanscouting@gmail.com
Logistics	John Colwell	703-395-4118	JohnPowhatan@gmail.com
Food	Lorrie Hartwell	240-401-6010	Jlkplus4@aol.com
OVERSIGHT			
NCAC Council Commissioner	Jae Engelbrecht	703-503-5123	Jae.engelbrecht@gmail.com
NCAC Staff Advisor	Colin Tridone	443-938-3767	Colin.tridone@scouting.org
NCAC Staff Advisor	Lee Murdoch	301-214-9102	Lee.murdoch@scoutnig.org

Special Acknowledgements

Thank-you to Aldersgate United Methodist Church for the use of these amazing facilities and your support of Scouting!

We give special thanks to our NCAC staff for their assistance.

We give special thanks to the many hands helping behind the scenes, to all those serving in the faculty, and to all those attending training for your priceless contribution to the success of our Commissioner College.

WEAR YOUR UNIFORM

GENERAL INFORMATION

The 2025 Commissioner College welcomes all Scouters to attend! In addition to classes in the traditional Bachelors, Masters, and Doctorate tracks, we have a Masters Continuing Education track (including Open Forum / networking opportunities) covering important Scouting topics beyond the usual commissioner service curriculum. In addition to commissioners, we are inviting everyone from all across Scouting to attend to include chartered organizations and Scouters serving in units, district, council, membership, program, finance, marketing, and the Order of the Arrow. This will be a great time for all non-commissioners to come learn what commissioner service is all about and how commissioner service may help you better succeed in your Scouting role to provide better unit service.

Commissioner College provides in-depth knowledge in all of the essential aspects of the commissioner's duties and responsibilities. The final result is a stronger and more knowledgeable commissioner team serving the units.

Commissioner College offers the opportunity to:

- Learn the information essentials to provide the best service to Scouting units
- Provide fellowship amongst the commissioners
- Reinforce and expand on the lessons learned during previous training
- Provide updates on commissioner service and Scouting

Bachelor Program courses build upon Commissioner Basic Training which should be completed before beginning the Bachelor of Commissioner Science degree program. The courses cover some of the same topics but they are all covered more in depth and with more student interaction. Bachelor level courses are designed for commissioners that have less than two years of experience in their position.

Master Program courses are more advanced and most beneficial to an experienced commissioner. Again, many of the topics are familiar but are explained in more detail with more student interaction. Master level courses are designed for commissioners that have two or more years in their position, are serving in an administrative capacity, or work with less-than-ideal units.

Doctorate Program courses cover what is required to write an approved thesis or complete an approved project. In addition, there are some advanced courses available for the very experienced commissioner. Doctorate level courses are designed for those who have been serving in their position for four years or longer, are serving in an administrative capacity, or have unit assignments consisting of less-than-ideal units. To earn the degree, a thesis or project must be completed.

Continuing Education Program courses are to encourage commissioners to continue their learning and build upon their skills and learning. You also can opt to be part of an Open Forum session with various guests to discuss topics that are related to commissioner service.



REGISTER

Online Registration – Online registration is available at

<https://ncacscouting.org/training/commissioner-college/>

To ensure the best possibility of attending your desired courses, early registration is essential. Classes do sell out. **Registration fee is \$40 until midnight Sunday, March 2, 2025 for the college. After March 2nd the fee is \$55. The Sunday virtual college is a separate fee of \$15, Sunday's staff does not need to pay if they paid for Saturday.**

Included with full Registration – The registration fee includes classes for the day chosen, event patch, course material access, certificate (electronic for Sunday only folks), and administrative cost. The Saturday fee also includes a breakfast snacks and beverages, lunch, and afternoon snacks.

Opening Assembly – Saturday morning an assembly will be conducted and is open to all Saturday participants. A short welcoming, inspirational messages from a guest speaker, pertinent information, and other last-minute details will be available at the morning assembly.

Class Schedules, Patches, Diplomas, and Certificates – Problems with registration should be directed to our registrar. Students will receive a 2025 Commissioner College patch at registration check-in or in the mail for Sunday participants. Schedules for your classes should be downloaded and printed in advance of the college by each participant. A listing with appropriate links for Sunday participants will be provided about a week prior to the college. Participants must check the folder online for each class to have pertinent material for their classes. Certificates will be available for Saturday participants at the end of classes and e-mailed to each Sunday participant after the college. Failure to certify prerequisites on your registration could delay your certificate.

College Deans and Instructors/Staff – ALL instructors/staff MUST check in with the appropriate dean prior to the opening assembly. Staff fee is the same as the participants fee and includes all classes, event patch, staff gift, certificate, administrative costs and food items on Saturday. Staff may choose to register to attend classes.

Event Postponement/Refund Policy – In case of severe weather or unforeseen conditions, a decision to postpone Commissioner College will be made prior to 8pm Friday, March 7th. This information will be available at 5 <http://www.ncacscouting.org> or by phoning (301) 214-9130 after 8pm Friday. If Commissioner College is postponed due to weather/pandemic, we will attempt to reschedule the event. If the event cannot be rescheduled, you may choose to obtain a partial refund (less 15% handling fee for administrative cost and encumbered expenses). Refund requests must be in writing and submitted to NCAC by March 21, 2024. Refunds may be granted for sickness (with physician's statement), or death in the family. Refunds will be mailed by the end of April.

Trading Posts – We will endeavor to have some items from past colleges for sale on-site.

Keynote Luncheon The keynote presentation counts as Period 4 for those working on degrees (meets BCS and MCS course degree specific requirements).

2025 Commissioners College Agenda Saturday (In-Person)

8:00am – 8:35am

Opening Assembly

Greetings, NCAC Commissioner College Dean Jim Stewart

Flag Ceremony

Invocation

Welcome & Introduction, NCAC Council Commissioner Jae

Engelbrecht

NCAC Executive

Speaker

8:40am - 9:30am

Period 1 Class

9:40am -10:30am

Period 2 Class

10:40:00am - 11:30am

Period 3 Class

11:30am - 12:10pm

Lunch

12:10pm - 1:30pm

Period 4

Keynote Speaker, Karen Bengtson, NST Unit Service Support Group Chair

Awards & Recognition

1:40pm - 2:30pm

Period 5 Class

2:40pm - 3:30pm

Period 6 Class

3:40pm - 4:30pm

Period 7 Class

2025 Commissioners College Agenda Sunday (online, all times EDT)

12:30pm - 1:20pm Period 21(8) Class

1:35pm -2:25pm Period 22(9) Class

2:40pm - 3:30pm Period 23(10) Class

3:45pm - 4:35pm Period 24(11) Class

Degree Prerequisites and Criteria

The Prerequisites, Course Requirements, and Performance criteria are listed for each degree.

NOTE: A person may participate in the college training without having the prerequisites, but no degree will be awarded until all of the requirements are met. It is up to the student to notify the Dean of the College with the necessary proof of completion to be credited with the appropriate degree.

Bachelor of Commissioner Science Degree (BCS)

A. Prerequisites

1. Current registration as a commissioner.
2. Current Scouting America Youth Protection Training certificate.
3. Complete Commissioner Basic Training listed on the commissioner training page.

B. Course Requirements

1. Complete a minimum of seven (7) courses of instruction.
2. Five (5) must be from the Bachelor Degree level training.

Master of Commissioner Science Degree (MCS)

A. Prerequisites

1. Current registration as a commissioner.
2. Current Scouting America Youth Protection Training certificate.
3. Bachelor of Commissioner Science Degree.
4. The Commissioner Arrowhead Honor.

B. Course Requirements

1. Complete a minimum of seven (7) additional courses of instruction, for a total of 14 courses.
2. Seven (7) of the 14 courses must be from the Master Degree level training.

Doctor of Commissioner Science Degree (DCS)

Note that earning the Doctor of Commissioner Science Degree does not automatically qualify you to receive the Doctorate of Commissioner Service Knot Award. See next page for details.

A. Prerequisites

1. Current registration as a commissioner.
2. Current Scouting America Youth Protection Training certificate.
3. Master of Commissioner Science Degree.
4. Awarded the Commissioner Key.

B. Course Requirements

1. Complete a minimum of 10 additional courses of instruction, for a total of 24 courses.
2. At least five (5) of the 24 must be from the Doctorate Degree level training.
3. Courses may not have previously been counted toward other college degrees.

C. Thesis or Project

1. This can be on any topic related to commissioner service.
2. The topic must be preapproved by the Dean of the College, the Dean of the Doctorate level program, or the Doctoral Review Committee.
3. Complete the thesis or project using the approved format as determined by the college.

D. The completed thesis or project must be approved by the Doctoral Review Committee. If a review committee is not used, at a minimum the Council Commissioner and the College Dean need to make the approval.

E. Commissioner Performance

1. Serve for at least one year on the College of Commissioner Science Staff (instructor or support staff), or work with training support for commissioners for at least one year.

Doctorate of Commissioner Science Knot Award



The purpose of this knot is to recognize the completion of a standardized program of studies plus the requirements listed here. The objective of this knot is to provide councils an opportunity to recognize commissioners for their tenured service, their involvement in learning more about delivery of quality Scouting, and their involvement

in support of others.

Note: *The completion of the Doctor 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.*

Minimum Requirements for this award

- A. Tenure
 - 1. Serve as a commissioner for a minimum of 5 years. (Years need not be consecutive)
 - 2. This service may be in one or more roles or positions of commissioner service.
 - B. Training – successfully complete the following
 - 1. Bachelor of Commissioner Science Degree (BCS)
 - 2. Master of Commissioner Science Degree (MCS)
 - 3. Doctorate of Commissioner Science Degree (DCS), including Thesis or Project
 - C. Recruiting
 - 1. Recruit (or assist in recruiting) at least three new commissioners.
 - D. Final Approval
 - 1. Approval of Council Commissioner or assigned Assistant Council Commissioner
 - 2. Approval of your Council Scout Executive or Council Staff Advisor for Commissioner Service.
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2025 NCAC COLLEGE OF COMMISSIONER SCIENCE COURSE SCHEDULE

SATURDAY MARCH 8								
		1	2	3	4	5	6	7
8:00-8:30am	Room	8:40-9:30am	9:40-10:30am	10:40-11:30am	11:30am-1:40pm	1:40-2:30pm	2:40-3:30pm	3:40-4:30pm
Opening Assembly - Wesley Hall (1st Floor)	209	BCS 111 ¹	BCS 115 ¹	BCS 105 ¹	Lunch / Keynote Speaker / Awards - Wesley Hall (1st Floor)	BCS 102 ¹	BCS 113 ¹	BCS 125 ¹
		Mika Shimoji	Craig Reichow	Pat Berney		Ed Weeks	Sean Byrne	Eric Bullock
	210	BCS 150	BCS 154	BCS 106		BCS 108	BCS 104	BCS 114
		Bruce Andersen	Peter Pate	Mike Holder		Jim Stewart	Ken Gaul	Alex Pranger
	132	BCS 202	BCS 204				BCS 203	
		Aaron Marrs	Ben Overbey				Rick Manteufel	
	205	MCS 302 ²	MCS 303 ²	MCS 304 ²		MCS 305 ²	MCS 307 ²	MCS 309 ²
		John Patrick	Brinb Zabella	George Costigan		Eric Bullock	Tom DiMisa	Jae Engelbrecht
	206	MCS 310 ³	MCS 311 ³	MCS 312 ³		MCS 313 ³	MCS 350 ³	MCS 351 ³
		Karl Gerdes	Karl Gerdes	David Rockwell /Todd Bolick		David Rockwell	George Costigan	George Costigan
	207	MCS 352	MCS 357	MCS 358		MCS 358	MCS 302 ²	MCS 312 ³
		Wendy Latella	George Costigan	Wendy Latella		Wendy Latella	John Patrick	Brian Zabela
202	DCS 501/503			DCS 509	DCS 512	DCS 506	DCS 514	
	Bob Owens			Tom Dimisa	Jim Chaplin	Russ Pittman	Karl Gerdes	
132			CED 846	CED 716		CED 751		
			Jae Engelbrecht	Mark Longworth		Dave Rockwell		
203		CED 847				CED 847		
		Karen Bengtson				Karen Bengtson		
204	Staff Resoure Room							
	Key to which Dean Owns Course							
	BCS	MCS	DCS	CED				

2025 NCAC COLLEGE OF COMMISSIONER SCIENCE COURSE SCHEDULE

		SUNDAY MARCH 9			
		21 (8)	22 (9)	23 (10)	24 (11)
		Sun 12:30pm	Sun 1:35pm	Sun 2:40pm	Sun 3:45pm
Daylight Savings	ZOOM 1	BCS 111 ¹	BCS 115 ¹	BCS 204	BCS114 ¹
		Mika Shimoji	Craig Reichow	Ben Overbey	Alex Pranger
		Ben Overbey	Ben Overbey	Ben Overbey	Ben Overbey
	ZOOM 2	BCS 150	BCS 154	BCS 106 ¹	
		Mark Resch	Peter Pate	Mike Holder	
		Mike Holder	Mike Holder	Mike Holder	
	ZOOM 3	BCS 202	BCS 203		CED 846
		Aaron Marrs	Rick Manteufel		Jae Engelbrecht
		Mark Longworth	Mark Longworth		Mark Longworth
	ZOOM 4	MCS 302	MCS 304	MCS 305	MCS 307
		John Patrick	David Rockwell	Eric Bullock	Tom DiMisa
		David Rockwell	David Rockwell	David Rockwell	David Rockwell
	ZOOM 5			DCS 501/503	
				Bob Cooper	
				Chris Cooper	
		Key to which Dean Owns Course			
		BCS	MCS	DCS	CED

Moderator

Moderator

Moderator

Moderator

CAPT Robert L. Dise, USN, Retired NCAC Commissioner College Dean's Awards

*to recognize Commissioners dedicated to training and educating Commissioners
on their roles and on how to provide quality service to their units in NCAC*

Est. 2014

	Gold	Silver	Bronze
2024	George Costigan	Brian Meny	Alex Pranger
2023	Jae Engelbrecht	Ed Weeks	Sean Byrne
2022	Craig Reichow	John Witek	Wendy Latella
2021	Randy Young	Chris Cooper	Mark Bruno
2020	Patrick Berney	Mark Longworth	Joshua Wilberger
2019	Roger LaBrie	Danielle Ballantine	Hector Uranga
2018	Randy Wilson	Peter DeSalva	Jess Speaker III
2017	Tony Ryan	Stan Mushaw	Sasha Loftin
2016	James Sundergill	Debra Schenaker	James Witter
2015	Ben Overbey	Jim Hardter	Diane Fisher
2014	Jon Baake	John Pastino	Janet Ramos

Garry Lewis Award for Unit Retention

is to recognize a Commissioner or Scouting Professional whose performance surpassed normal expectations and was directly responsible for the retention and viable program for a unit that otherwise would have been lost to our NCAC scouting family

Est. 2021

2021 Linda Hill, Colonial District

2022 Lee Cass, Patriot District

2023 Brenda Lucas & Justin Dorsey, FSK District

2024 Mike Holder & Mary Abe, White Oak District

John A. Mack

Council Commissioner's Award of Excellence

to recognize outstanding dedication, leadership, and service to youth

Established in 1990

1990 – **Fred J. Grimes**, Southern Maryland District
1991 – **Joyce C. Waters**, Blue Ridge District
1992 – **David L. Milbank**, Patawomeck District
1993 – **Tommy Thompson**, George Washington District
1993 – **Dorothy Lanning**, Olde Mill District
1994 – **David L. Nordean**, Patawomeck District
1995 – **Robert G. Tallent**, Rappahannock District
1996 – **James F. Sundergill**, Francis Scott Key District
1997 – **Robert C. Sargeant**, Assistant Council Commissioner
1998 – **William J. Farmer**, Southern Maryland District
1999 – **Elsie Metz**, Patuxent District
2000 – **Ann Sargeant**, Patriot District
2001 – **Jon Baake**, Old Dominion District
2002 – **Vince DeStefano**, Assistant Council Commissioner
2002 – **Daniel Palenscar**, Council Commissioner
2003 – **Bruce Bolt**, Southern Maryland District
2004 – **Yvette H. Wheeler**, Assistant Council Commissioner
2005 – **Garry W. Lewis**, Aquia District
2006 – **Cong-Tru Nguyen**, Old Dominion District
2007 – **Carlos R. Velez, Jr.**, Assistant Council Commissioner
2008 – **David R. Parker**, Assistant Council Commissioner
2009 – **Scott D. Staron**, Old Dominion District
2010 – **William S. Clancy**, District Commissioner
2011 – **Frederick F. Hillenbrand III**, Council Commissioner
2012 – **George J. Costigan, Jr.**, Assistant Council Commissioner
2013 – **Richard Fulper, Jr.**, Deputy District Commissioner
2014 – **James T. Stewart**, Old Dominion District
2015 – **Jae Engelbrecht**, Patriot District
2015 – **Edwin R. Yarbrough**, Council Commissioner
2016 – **Dominick Bee**, Assistant Council Commissioner
2017 – **Joseph Pallone**, Colonial District
2018 – **Michael Nepi**, Old Dominion District
2019 – **Richard L. Manteufel**, Assistant Council Commissioner
2020 – **Benjamin Overbey**, Assistant Council Commissioner
2021 – **Dave Astle**, Patriot District
2021 – **Roy "Rick" Rogers IV**, Council Commissioner
2022 – **Mark Longworth**, Assistant Council Commissioner
2023 – **John Patrick**, Assistant Council Commissioner
2024 – **Julia Lesko**, Council Commissioner
2024 – **Ken Gaul**, Patriot District

SAVE THE DATES

Future NCAC Commissioner College dates (2nd Sat in March).

March 14, 2026

March 13, 2027

The map shows the layout of Shepherd Hall with the following labeled areas:

- Streets:** Fort Hunt Rd (top), Collingwood Rd (left).
- Main Building Sections:** Sanctuary, Wesley Hall, Founders Hall, Columbarium, Music, Youth Wing, Shepherd Hall First Floor.
- Rooms and Spaces:** 140 Staff Offices, 102 Classroom Conference Room, 103 Founders Hall, 104 Music, 105, 106, 107, 110, 111, 113, 115, 117, 119, 120 Resource Room/Work Room, 130 Day School Resource, 129 Day School Offices, 122, 123, 124, 125, 126, 127, 128, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 102A, 102B, 103A, 103B, 104A, 104B, 105A, 105B, 106A, 106B, 107A, 107B, 110A, 110B, 111A, 111B, 113A, 113B, 115A, 115B, 117A, 117B, 119A, 119B, 120A, 120B, 122A, 122B, 123A, 123B, 124A, 124B, 125A, 125B, 126A, 126B, 127A, 127B, 128A, 128B, 131A, 131B, 132A, 132B, 133A, 133B, 134A, 134B, 135A, 135B, 136A, 136B, 137A, 137B, 138A, 138B, 139A, 139B, 140A, 140B.
- Other Labels:** Front Entrance, Narthex, Courtyard Sidewalk, Back Entrance, Wesley School, Church Nursery, Staff Office, Restroom, Elevator, Staircase, Pantry, CCS Classrooms (inset).
- Annotations:** A red circle highlights the "Assembly & Lunch" area near the Wesley School. A red arrow points from this area to the "Entrance #3" and "Parking" area. The inset shows the "Shepherd Hall Second Floor CCS Classrooms" with rooms 203-212.

Aldersgate UMC Map