

CAROLINA COLLEGE OF COMMISSIONER SCIENCE COURSE CATALOG





**CAROLINA COLLEGE OF COMMISSIONER SCIENCE
CAPE FEAR COUNCIL / OCCONEECHEE COUNCIL / TUSCARORA COUNCIL
Saturday, March 8, 2025**

Attention: All Commissioners, Roundtable Staffers, Unit Scouters, and Scout Executives

For over 100 years, Commissioners have ensured that Scouting was a quality program. The Carolina Commissioner College is our one day of the year to participate in advanced Commissioner training. This opportunity allows you to learn the knowledge and procedures necessary to become effective in delivering Commissioner service. It is also an enjoyable day of fun and fellowship where you can experience the excitement of successful Commissioner Service. Of course, to experience all of this you must attend!

As Commissioners, our role is unique in bringing Scouting to our young men and women. Our insignia displays the wreath of service around the Scouting fleur-de-lis, reminding us of our commission to serve the chartered organizations in the effective operation of their scouting units. The quality of Scouting delivered to our young men and women depends upon the people who wear this wreath of service.

Every Commissioner should serve to the best of his or her abilities. Commissioner College is where those abilities can be developed, nurtured, and improved. This year's curriculum is divided into the traditional degree programs of Bachelor, Masters, and Doctorate for those of you who are pursuing these courses of training. For those who do not choose the degree program, you will be able to find Continuing Education courses designed to expand your abilities to serve in a variety of capacities. New BSA publications will also be reviewed.

As always, I would like to offer a special invitation to Unit Commissioners, and adult unit leaders, in not only Cape Fear Council, Occoneechee Council and Tuscarora Council but throughout our nation. Attend our Commissioner College so that you may learn what your commissioner can do for your unit. Training topics will be offered through the continuing education section designed with unit needs in mind.

The Deans, Faculty, Staff, and I invite you to attend our Carolina Commissioner College. It is our sincere hope that you will have an enjoyable and educational event. Remember, the Commissioner's mission is to help units succeed. Your attendance will ensure that!

Yours in Scouting Service,

Scott A Fedorchak

Scott Fedorchak, Chancellor
Carolina College of Commissioner Science



2025 College of Commissioner Science

COVID

COVID safety recommendations are ever changing as the disease evolves and infection rates change. Commissioner College will be held at the North Carolina Highway Patrol Training Facility in Raleigh, NC. With that, Carolina Commissioner College will adhere the State of North Carolina, NC Highway Patrol, B.S.A. National, and Occonechee Council recommendations for COVID safety. This may include the wearing of masks while indoors, temperature checks, and any other safety recommendations.

Degree Requirements

Any interested adult can attend any Commissioners' College course (no prerequisites). However, there are prerequisites for working on a degree program within Commissioners' College. This document outlines the prerequisites for working on the following degrees:

- Bachelor of Commissioner Science Degree (BCS)
- Bachelor of Roundtable Commissioner Science Degree (BRCS)
- Master of Commissioner Science Degree (MCS)
- Master of Roundtable Commissioner Science Degree (MRCS)
- Doctor of Commissioner Science Degree (DCS)
- Certificate of Achievement for Post Graduate Studies (CED)

NOTE: The Doctor of Commissioner Science Degree (DCS) degree program is designed for graduates of either the Master of Commissioner Science Degree (MCS) program or the Masters of Roundtable Sciences Degree (MRCS) program.

Degree Reciprocity

The College of Commissioner Science accepts Commissioner's course work from any Boy Scouts of America College of Commissioner Science, provided that an official transcript is made available.

The College of Commissioner Science will credit courses from another Council to be applied towards a College of Commissioner Science Degree if prior approval has been obtained from the current Chancellor of the College of Commissioner Science.

Classes taken at the University of Scouting that are not listed in the B.S.A. National Curriculum will not be accepted for credit.

Degree Recognition

The College of Commissioner Science will continue to recognize degrees earned from another 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 all Commissioner Arrowhead, Commissioner Key, Distinguished Commissioner, the Commissioner Award of Excellence in Unit Service, and the Doctor of Commissioner Science Awards.

Bachelor of Commissioner Science Degree (BCS)

Prerequisites

- Current registration as a Commissioner, roundtable staff, or Scout executive, including those recently recruited.
- Current BSA adult registration.
- Current BSA Youth Protection Certificate
- Have an interest in Commissioner service.

Course Requirements: Completion of seven courses of instruction, at least five of the courses at the bachelor's program level.

Performance

- Approval of the supervising Commissioner
- Approval of the supervising executive

Bachelor's Degree in Commissioner Science Program Courses

BCS 101 – Core Concepts of Commissioner Service: The position of Commissioner is one of the oldest in Scouting. This course reviews and reinforces the core concepts of unit service and identifies the key skills needed for Commissioners to be able to build relationships with the units they serve.

BCS 102 – The Charter Renewal Process: In the course, participants will review the current on-line charter renewal system and how to effectively encourage and assist units in timely charter renewal.

BCS 104 – Contacting Units: At the heart of unit service are the contacts Commissioners make with their units. In this course, participants examine the role of contacts between commissioners and their units and recording those contacts in Commissioner Tools.

BCS 109 – The Essential Element (A Servant's Heart): Robert Greenleaf introduced the term “servant leadership” in an essay titled “The Servant as Leader”, which was later expanded into a book. That book is a very influential management text that launched the servant leadership movement. In this course participants will learn to define the characteristics of servant leadership, understand the servant's heart, and apply these concepts to Commissioner service.

BCS 115 – Commissioners, the single best resource: This session focuses on how Commissioners can serve as resources guide for the units they serve; linking unit needs to District and Council resources to assist with unit challenges.

BCS 117 – The Commissioner and the Unit Key 3: In this this course, participants examine the roles of the Unit Key 3, the role of the Unit Commissioner and the relationship that needs to be developed through communication, collaboration and assessment.

BCS 117 – The Commissioner and the Unit Key 3: In this this course, participants examine the roles of the Unit Key 3, the role of the Unit Commissioner and the relationship that needs to be developed through communication, collaboration and assessment.

BCS 120 – Technology for Unit Commissioners: In this course, participants will learn how to use the Commissioner Tools. In addition to an introduction to the information available on the unit dashboard, Commissioners will learn how to enter Connections and create reports. It is recommended that participants bring a laptop or tablet the can be connected to the local Wi-Fi to access Commissioner Tools.

Bachelor of Roundtable Commissioner Science Degree (BRCS)

Prerequisites

- Current registration as a Commissioner, roundtable staff, or Scout executive, including those recently recruited.
- Current BSA adult registration.
- Current BSA Youth Protection Certificate
- Have an interest in Commissioner service.

Course Requirements: Completion of seven courses of instruction, at least five of the courses at the Roundtable Bachelor's program level.

Performance

- Approval of the supervising Commissioner
- Approval of the supervising executive

Bachelor's Degree in Roundtable Commissioner Science Program Courses

BCS 101 – Core Concepts of Commissioner Service: The position of Commissioner is one of the oldest in Scouting. This course reviews and reinforces the core concepts of unit service and identifies the key skills needed for Commissioners to be able to build relationships with the units they serve.

BCS 150 – Roundtables in Commissioner Service: An effective roundtable is vital to the success of all unit service. This course reviews and reinforces how roundtables fit into the unit service structure by providing roundtable services to the units and unit leaders.

BCS 151 – The Roundtable Commissioner Team: An effective roundtable Commissioner team is vital to the success of all roundtables. The roundtable Commissioner team organization is as simple as it needs to be in a small district or can be a more complex organization in a larger district. This course introduces the roundtable Commissioner team structure and discusses the different jobs of the roundtable Commissioner team.

BCS 152 – Planning, Implementing & Promoting Roundtables: In this course, participants will learn how to plan and implement a roundtable to best serve the units in their districts and councils. Participants will also learn how to promote roundtables to units and new leaders.

BCS 153 – Roundtable and Commissioner Tools: In this course, participants will learn how to use the Roundtable tab in Commissioner Tools as well as create PowerPivot table reports. It is recommended that participants bring a laptop or tablet that can be connected to the local Wi-Fi to access Commissioner Tools.

BCS 154 – Roundtable Fundamentals: Roundtable is normally the first district event that a new unit leader attends. It is focused on FUN and giving new and seasoned leaders 'the will to do and the skill to do'. Roundtable is important not only for the leaders but for the youth they bring the information back to. This course extends the learning material from Roundtable Commissioner Basic Training.

MCS 352 – Roundtable is over, now what?: Monthly roundtable plays a key role in unit service and in helping unit leaders address their challenges and roadblocks. A great roundtable team will deliver a quality event that encourages leaders to return each month. This course is a culmination of the College of Commissioner Science material directly related to the monthly roundtable. Participants will learn to recognize when units may need additional resources and discuss resources available to support future unit service.

Master of Commissioner Science Degree (MCS)

Prerequisites

- Current registration as a Commissioner, roundtable staff, or Scout executive.
- Current BSA Youth Protection Certificate
- Completion of the bachelor's degree or have been awarded the Commissioners Key, Training Award: Roundtable Staff or Professional Training Award.
- Earned Arrowhead Honor (commissioner's only)

Course Requirements

Completion of seven additional courses of instruction (total of 14), at least seven of the courses at the master's program level

Performance

- Approval of the supervising Commissioner.
- Approval of the supervising executive.

Master's Degree in Commissioner Science Program Courses

MCS 410 – Core Concepts of Commissioner Service: The position of Commissioner is one of the oldest in Scouting. This course reviews and reinforces the core concepts of unit service and identifies the key skills needed for Commissioners to be able to build relationships with the units they serve.

MCS 307 – Serving Newly Formed Units: In this course, participants will learn the unique challenges and best practices for assisting newly formed units. Classroom discussion will include examples of effective Commissioner service to improve unit recruitment, retention and integration into District and Council events.

MCS 309 – Good Commissioners Need both Head and Heart: In BCS-102 – The Essential Element (A Servant's Heart), you learned the concept of servant leadership. In this course, we will discuss how the servant leadership concept is carried out in service to units using both your head and your heart.

MCS 310 – Succession Planning: In this course, participants will discuss the need for succession planning both within the unit and your role as a Commissioner. We will share best practices that have worked.

MCS 315 Effective Unit Service in Rural Communities. In this course, participants will learn of the challenges facing units in rural communities and best practices in recruiting, retention and integration into District events to increase potential for unit success.

MCS 316 – The Unit Service Plan: This course is designed to provide understanding of the various components comprising a detailed unit health assessment, identify arising problems and issues, and develop a successful unit service plan based on the outcome of a thorough Connections health assessment.

Doctor of Commissioner Science Degree (DCS)

A doctorate is an academic degree that represents the highest level of formal study or research in a given field. Thus, we expect the DCS candidate to select a project or thesis topic that requires the candidate to draw upon the skills, experience, and knowledge that one would acquire during the five (5) years of study that it takes to achieve the doctorate level. We also expect the DCS work to benefit your Council and Scouting, as well as be relevant to Commissioner service. The DCS program takes two to three years to complete. It is recommended that participants complete Year 1 and Year 2 in the same Commissioner College program.

Prerequisites

- Current registration as a Commissioner, roundtable staff or Scout Executive.
- Current BSA Youth Protection Certificate
- Completion of a Master's degree
- Have been awarded the Commissioner's Key, training Award: Roundtable Staff, or Professional Training Award.

Course Requirements

Completion of 10 additional courses of instruction (total of 24), at least five of the courses at the doctorate program level.

Performance

- Serve on the College of Commissioner Science faculty (instructor or support staff) for at least one year.

NOTE: The DCS program is a 2 to 3-year program. During the first year of the DCS program, a candidate attends courses on how to select, develop and document one of the following: a thesis topic, a research project, or a work project. If the candidate opts for a thesis topic or a research project, then the topic can be about anything of value to Scouting in the local council, but the Dean of the DCS program and your assigned faculty adviser must approve the topic and final paper. If the candidate opts for a work project, the Council Commissioner and the Commissioner Service Staff Advisor must approve it. Each of these DCS options has a complete set of requirements and guidelines, which are handed out during the first year DCS program courses.

Doctor of Commissioner Science Knot Award

The completion of the Doctor Degree of Commissioner Science does not automatically qualify a commissioner for the award knot. All requirements below must be fulfilled to earn the Doctorate of Commissioner Science Knot Award.

Prerequisites

- Current registration as a Commissioner, roundtable staff or Scout Executive.
- Current BSA Youth Protection Certificate
- Completion of the Doctoral Degree

Performance

- Tenure: Serve as a Commissioner for a minimum of 5 years. (Years need not be consecutive). This service can be in one or more roles or positions of commissioner service.
- Recruiting: Recruit or assist in the recruiting of at least three new Commissioners or roundtable staff during tenure as a Commissioner.
- Approval of the supervising Commissioner.
- Approval of the supervising Scout executive.

Doctoral Degree in Commissioner Science Program Courses

DCS 601 – Core Concepts of Commissioner Service: The position of Commissioner is one of the oldest in Scouting. This course reviews and reinforces the core concepts of unit service and identifies the key skills needed for Commissioners to be able to build relationships with the units they serve.

DCS 501 – Selecting Your Project or Thesis Topic: This course introduces the participants to the thesis and project requirements, discusses what constitutes a good thesis or project, helps them select their general topic and identifies a recommended timeline for completion and presentation.

DCS 502 – Limiting Scope of Your Project or Thesis Topic: This course introduces participants to explore various procedures to help in reducing the topic to workable size and develop their ideas for thesis / project research.

DCS 503 – Developing Your Project or Thesis: This course covers the Project / Thesis outline and a variety of suggestions for writing and revising the report. During this period, participants can identify the specific project or thesis topic that they wish to pursue.

DCS 509 – Legacy of Servant Leadership: This course builds on the concept of servant leadership introduced in BCS-102 and expanded on in MCS-309. In this course, we will discuss how the servant leadership concept can be expanded and mentored within the Commissioner membership using both your head and your heart.

DCS 512 – Recruiting for Diversity: The purpose of this course is to increase knowledge and general understanding of diversity issues without making value judgments or calling into question peoples' religious, cultural or political beliefs and affiliations as well as physical and cognitive skills, health issues and life experiences and how recruiting for diversity in unit service benefits all participants.

DCS 600 – Thesis or Project Presentations: During this time period, second- or third-year Doctorate students will be presenting their final presentations to complete their Doctorate thesis or project.

Certificate of Achievement for Post Graduate Studies

This certificate may be earned as often as a participant desires (whether or not they have completed the doctor's degree).

Prerequisites

- Completion of the Master's degree
- Current registration as a Commissioner, roundtable staff, or Scout executive.

Course Requirements

Completion of any seven additional courses of instruction at the Master's, Doctorate or Continuing Education courses.

Performance

- Approval of the supervising Commissioner.
- Approval of the supervising Scout executive.

Continuing Education (CED)

Continuing Education and Postgraduate Courses

CED 801 – Core Concepts of Commissioner Service: The position of Commissioner is one of the oldest in Scouting. This course reviews and reinforces the core concepts of unit service and identifies the key skills needed for Commissioners to be able to build relationships with the units they serve.

CED 707 – Becoming a Thesis Project Advisor: Prepares a person, preferably a Doctor of Commissioner Science (DCS), to become a thesis/project advisor. Provides specific procedures and techniques to make the task easier. Helps provide common standards for the acceptance of a DCS thesis or project.

CED 712 – Roster Mining for Recruiting: In this course, participants will learn how to find new volunteers for the district using data available in My.Scouting.org. Participants will review the steps to recruit district volunteers and learn to use Friendstorming as a method to build a strong prospect list.

CED 713 – Advancements for Scouts with Disabilities: Participants of this course will become familiar with the resources available for special needs youth and simple tips for leaders to make sure the Scouts get the most out of the program.

CED 716 – Navigating Difficult Conversations: Commissioners are often called upon to mediate disputes and challenging situations within their units. Participants of this course will become familiar with the tips, tools and resources available to assist in conflict resolution.

CED 722 ERM and YPT Exercises: This seminar course provides discussion and recommendations on how to manage hypothetical situations (based on actual experiences) on risks, risk situations and potential YPT events that may come up in unit and District service.

CED 729 – Group Problem Solving Exercises/ Scouting Scenarios: This seminar course provides recommendations and tips on how to manage hypothetical situations (based on actual experiences) that may come up in unit and District service.

CED 752 – Advanced Roundtable Promotion: This course focuses on effective means to promote Roundtable attendance at the District and Council level. Lessons learned and tips for effective promotion will be discussed.

CED 862 – Sea Scouting: This course provides an introduction to Sea Scouting and how participating in the program can add to the Scout's experience in Scouting as an older youth participant.

CED 864 – International Scouting: This course provides an overview of International Scouting experience that can expand a unit's opportunities for its youth, plus an introduction to the BSA requirements for international travel for Scouting.

CED 872 – Understanding the Role of the Chartered Organization Representative:

The COR is the direct contact between the unit and the chartered organization and between the chartered organization and the district and council. Participants will examine the COR responsibilities and how the Commissioner can support the COR.

CED 875 – Merit Badge Counselors: This course provides an overview of Merit Badge Counselors and the Commissioner role in assisting their units in recruiting and finding merit badge counselors.

*****Disclaimer:**

Classes may be cancelled “day of” due to emergencies or no course sign ups. These are things beyond our control. In the event your course is cancelled see Scott Fedorchak or Debra Hall to choose a different course. Your patience is appreciated.