

Northern Star Council College of Commissioner Service



Saturday
November 18, 2017

More information :

www.northernstarbsa.org/about-the-college-of-commissioner-service

Registration :

<https://www.scoutingevent.com/250-2017ccs>

Rev. 8/11/2017

Welcome!

Welcome to the 2017 session of Northern Star Council's College of Commissioner Service. Your investments in yourself and our youth will payoff for many years.

Last year Brian Bullock, past Northern Star Council commissioner, highlighted our on-going approach in his welcome letter:

“As a commissioner, you play a vital role in fulfilling the promise Scouting makes to help our children grow into individuals of strong character...the leaders of tomorrow. You are the coach...the mentor...who forges a shoulder-to-shoulder relationship with unit leaders, supporting them in planning and delivering ever more challenging 12,441 peak experiences. Cub Scouts, Boy Scouts and Venturers alike!”

This is your chance to help improve your capabilities and by extension, those of your units' leaders through your coaching of them and your roundtable programs. We are committed to your contribution to unit service through this college.

Please consult with your assistant district commissioner or district commissioner and choose the college offerings that best help you. We believe you will be immediately able to put new skills to use at the next roundtable or unit visit.

I look forward to seeing you all in November.

Yours in Scouting,

David Cousins

Council Commissioner
Northern Star Council

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What Course Do I Register For?

Bachelors of Commissioner Service: The Bachelors Program is open to anyone who has completed Unit Commissioner Basic Training. The Bachelors Program offers courses to supplement and build on your Basic Training skills. **See page 6.**

Masters of Commissioner Service: The Masters Program is advanced training that follows completion of the Bachelors Program. This Program offers classes to enable Commissioners to work effectively with specific unit needs and special needs of Scouts in your unit. Learn concepts like “unit lifesaving” and learn skills for developing unit leaders. **See page 7.**

Bachelors of Roundtable Service: All Roundtable Commissioners and team members will benefit from a full day of training to help promote, staff, and build successful roundtable programs to enhance pack and troop programs. **See page 8.**

Masters of Roundtable Service: The Roundtable Masters program is advanced training that follows completion of the Bachelors in Roundtable Service program. This program offers classes to further enhance the ability of Roundtable Commissioners to deliver quality roundtables in support of unit programs. **See page 9.**

Doctorate of Commissioner Service: The Doctorate program follows completion of the Masters Degree and includes carrying out a project that benefits an area of Scouting. Doctoral Candidates will attend classes of advanced training courses that include making a presentation on their completed project. **See page 10.**

Advanced Studies: The Advanced Studies Program offers courses to supplement previous Commissioner training. The Program is intended for Commissioners who have completed the Masters program or Doctorate program and who are interested in learning more from a broad curriculum of courses, plus enjoying fellowship with other Commissioners. **See page 12.**

Unit Commissioner Basic Training: Open to any registered adult Scouter interested in learning about the role of a Unit Commissioner. **See page 13.**

Schedule

The completion requirements for the degree granting programs require completion of 8 sessions in one day. Below is the schedule of the day.

Each participant will get a personalized class schedule at check-in.

8:00- 8:30	Registration and Fellowship
8:30-8:45	Opening and Welcome
8:45-9:15	Session 1 - Keynote
9:20-10:05	Session 2
10:10-10:55	Session 3
11:00-11:45	Session 4
12:00-12:45	Lunch and Fellowship
12:50-1:35	Session 5 - Focus Session
1:40-2:25	Session 6
2:30-3:15	Session 7
3:20-4:05	Session 8
4:10-4:45	Graduation and Pictures
4:45-5:00	Closing

Session 1 is a Keynote presentation to start the day with a Bang!

Session 5 is a general session, with a focus topic for everyone attending the College.

Sessions 2, 3, 4, 6, 7, and 8 cover the core and electives of different degree programs.

Keynote Presentation

Our Keynote presentation will feature a special speaker who will present ideas on how you as a commissioner can inspire the unit leaders you work with and motivate them to deliver the best possible scouting program to our youth. This presentation will inspire and challenge you to become more effective in your unique role of connecting, coaching and inspiring adult leaders in a volunteer organization.

Focus Session

The Focus Session will feature a panel discussion that will focus on how you as a commissioner build a relationship of trust and respect with unit leaders and how, from that basis, you can coach unit leaders to continuously improve the delivery of scouting to our youth. The session will include questions, answers and comments from the audience and include real examples of how the Inspire/Coach/Connect philosophy of commissioning is applied in real situations.

**Requirements for Degrees in
Commissioner Service**

**BACHELORS OF COMMISSIONER
SERVICE DEGREE**

David Klemm, Dean

A. Prerequisites

1. Have completed Unit Commissioner Basic Training
2. Hold a current BSA Youth Protection Training certificate

B. Requirements

1. Register as a Candidate for the Bachelor Degree with proper fees
2. Complete a minimum of 8 courses of instruction from the College, including core and elective courses specified for the Bachelor program curriculum, and be recommended for the degree by the Dean of the Bachelors Program.

C. Course detail for this degree: You must take the six core courses and two electives that you select from the list below.

BCS 103 - Commissioner and the District - Core

BCS 105 - Practical Solutions to Common Unit Needs - Core

BCS 110 - Commissioner Style - Core

BCS 201 - Keynote - Core

BCS 202 - Focus Session - Core

BCS 210 - Reflections - Core

BCS 106 - Commissioner Priorities - Elective

BCS 114 - Good Commissioner & Professional Relationships - Elective

BCS 116 - Using the Unit Self-Assessment Tools - Elective

BCS 117 - Selecting Quality Leaders - Elective

MASTERS OF COMMISSIONER SERVICE DEGREE

Jim Ostroot, Dean

A. Prerequisites

1. Hold an earned Bachelors of Commissioner Service Degree from this College or another recognized BSA College of Commissioner Service.
2. Hold a current BSA Youth Protection Training certificate.

B. Requirements

1. Register as a Candidate for the Masters Degree with proper fees
2. Complete a minimum of 16 total courses of instructions from this College or another recognized BSA College of Commissioner Service, including the core and elective courses specified for the Masters Degree curriculum, and be recommended for the degree by the Dean of the Masters Program.

C. Course detail for this degree: You must take the five core courses and three electives that you select from the list below.

MCS 303 - Commissioner Lifesaving - Core

MCS 306 - Counseling Skills - Core

MCS 401 - Keynote - Core

MCS 402 - Focus Session - Core

MCS 408 - Selecting and Developing Your Doctorate Project - Core

MCS 311 - About Assistant District Commissioners - Elective

MCS 312 - Recruiting New Commissioners - Elective

MCS 315 - Unit Service in Urban Communities - Elective

MCS 317 - How to Remove a Volunteer - Elective

MCS 403 - Resources for Visible or Invisible Disabilities - Elective

MCS 404 - Improving Youth Retention and Transition - Elective

BACHELORS OF ROUNDTABLE SERVICE DEGREE

Katie Dettmann, Dean

A. Prerequisites

1. Have completed Roundtable Commissioner Basic Training
2. Hold a current BSA Youth Protection Training certificate.

B. Requirements

1. Register as a Candidate for the Bachelors of Roundtable Service degree with proper fees.
2. Complete a minimum of 8 courses of instruction from the College, including core and elective courses specified for the Bachelors of Roundtable Service program curriculum, and be recommended for the degree by the Dean of the Bachelors of Roundtable Studies Program.

C. Course detail for this degree: You must take the six core courses and the program specific elective that you select from the list below.

BRS 201 - Keynote - Core

BRS 202 - Focus Session - Core

BRS 250 - Purpose and Importance of Roundtables - Core

BRS 251 - The Roundtable Team - Core

BRS 252 - Promotion and Marketing of Roundtables- Core

BRS 260 - Working with the District Committee - Core

BRS 253 - Effective Cub Scout Roundtables - Elective

BRS 254 - Effective Boy Scout Roundtables - Elective

MASTERS OF ROUNDTABLE SERVICE DEGREE

Bob Elliott, Dean

A. Prerequisites

1. Hold an earned Bachelors of Roundtable Service or a Roundtable Studies Degree from this College or another recognized BSA College of Commissioner Service.
2. Hold a current BSA Youth Protection Training certificate.

B. Requirements

1. Register as a Candidate for the Masters of Roundtable Service degree with proper fees
2. Complete a minimum of 16 total courses of instruction from this College or another recognized BSA College of Commissioner Service, including the core and elective courses specified for the Masters of Roundtable Service program curriculum, and be recommended for the degree by the Dean of the Masters of Roundtable Service program.

C. Course detail for this degree: You must take the seven core courses and one elective that you select from the list below.

MRS 301 - Keynote - Core

MRS 302 - Focus Session - Core

MRS 350 – Working with Other Commissioners - Core

MRS 353 - Impactful Pre-Openings & General Openings - Core

MRS 357 - After the Roundtable is Over - Core

MRS 358 - Effective Remote Roundtables - Core

MCS 408 - Selecting and Developing Your Doctorate Project - Core

MRS 354 - Cub Scout Roundtable Annual Planning - Elective

MRS 355 - Boy Scout Roundtable Annual Planning – Elective

DOCTORATE OF COMMISSIONER SERVICE DEGREE

Rick Smith, Dean

A. Prerequisites

1. Hold an earned Masters of Commissioner Service Degree from this College or another recognized BSA College of Commissioner Service.
2. Hold a current BSA Youth Protection Training certificate.

B. Requirements

1. Register as a Candidate for the Doctorate Degree with proper fees. Contact the Dean of the Doctorate Program for a special registration password, at me@cys.me or 651-307-0542, by October 1, 2017.
2. Complete a minimum of 24 total courses of instruction from this College or another recognized BSA College of Commissioner Service, including the core and elective courses specified for the Doctorate program curriculum.
3. Complete an approved project on a topic of benefit to Scouting related to Commissioner Service.
4. Be recommended for the degree by the Dean of the Doctorate Program

C. Course detail for this degree: You must take the six required core courses and two electives that you select from the Doctorate elective list below or Master's degree elective list on the previous page.

DCS 601 - Keynote - Core

DCS 602 - Focus Session - Core

DCS 604 - Doctorate Project Presentations Seminar - I - Core

DCS 605 - Doctorate Project Presentations Seminar - II - Core

DCS 606 - Doctorate Project Presentations Seminar - III - Core

DCS 610 - Preventing Commissioner Burnout - Core

DCS 614 - The Commissioner and the Professional – Elective

DCS 615 – District and Council JTE – Elective

Also see list of Masters Degree electives on page 7.

The Doctoral Project

Candidates for the Doctorate Degree will typically complete their doctoral project in the 12 months between completing their Masters Degree (MCS or MRS) and the next session of the College. Projects should be substantially completed before a candidate registers for the Doctorate Degree.

Project Requirements

1. The Dean of the Doctoral Program or the Commissioner College President must approve the project's topic.
2. The project must be on a topic of benefit to Scouting related to Commissioner Service.
3. The project topic must show initiative through originality or by adapting an established activity to a new environment or theme. A typical project requires planning as well as implementation.
4. A typical project involves a medium level of effort, similar to a Wood Badge ticket item. The level of effort might involve 2 months of part-time Scouting work.
5. The project must not have been used to fulfill requirements for other training or service recognitions.
6. The candidate must attend the Commissioner College and describe the project during a Doctorate Project Presentations Seminar (DCS 604, 605 or 606).

Contact Rick Smith, the Dean of the Doctorate program, for a special registration password at me@cys.me or 651-307-0542 by October 1, 2017.

ADVANCED STUDIES COMMISSIONER SERVICE DEGREE

John Capecchi, Dean

A. Prerequisites

1. Hold an earned Masters of Commissioner Service or Doctorate of Commissioner Service Degree from this College or another recognized BSA College of Commissioner Service.
2. Hold a current BSA Youth Protection Training certificate.

B. Requirements

1. Register as a Candidate for the Advanced Studies Degree with proper fees and be recommended for the degree by the Dean of the Advanced Studies Program.
2. Complete a minimum of 8 courses of instruction from the College.

C. Course detail for this degree: You must take the three required core courses, two specialty and three electives that you select from the Doctorate or Masters Degree lists. The registration system will present the list of possible electives you may choose from, as part of your registration process.

ASC 801 - Keynote Session - Core

ASC 802 - Focus Session - Core

DCS 605 - Doctorate Project Presentations Seminar - II - Core

ASC 803 - Building a Culture of Recruitment – Specialty Classes

ASC 804 - Inspiring Volunteer Leaders – Specialty Classes

**Also see the list of Masters Degree Electives on page 7
and the list of Doctorate Electives on page 10.**

Unit Commissioner Basic Training

This full day Unit Commissioner Basic Training course will cover the following areas:

1. The Commissioner Service Role
2. Supporting the Unit
3. Role of the District
4. Planning a Unit Visit
5. Journey 2.0
6. Counseling
7. Unit Charter renewal process

This program is for all new unit commissioners and potential unit commissioners. Other interested Scouters are encouraged to attend.

All Unit Commissioner Basic Training attendees will also participate in the Keynote Speaker presentation and the Focus Session.

Two additional course sessions are offered to give increased depth of knowledge that will be available only at the College of Commissioner Service.

DETAILED COURSE DESCRIPTIONS

Bachelors Courses

BCS 103 - Commissioner and the District (Core): Learn the typical district structure and the functions of the district. Understand how to use the resources of the district to better support the units they serve.

BCS 105 - Practical Solutions to Common Unit Needs (Core): A Commissioner's primary purpose is to help units succeed, develop a better program, and operate effectively. Frequently Commissioners are called on to assist units with concerns that could hinder a unit's success. Participants will become familiar with how to respond to these concerns using Commissioner Helps and early warning signals.

BCS 110 - Commissioner Style (Core): A commissioner's style- how they provide service is as important as what they do in the service process, and when to use which style.

BCS 210 - Reflections (Core): Reflection is an important tool in helping units review and **assess** how the unit delivers the Scouting program. This course will discuss the key elements of facilitating a unit reflection with the unit leaders.

BCS 106 - Commissioner Priorities (Elective): Much has been written and said about the role of unit commissioners, and no list can encompass all the tasks they may be called to perform. This course will present and discuss the top priorities in servicing the unit.

BCS 114 - Good Commissioner & Professional Relationships (Elective): Both commissioners and professionals share responsibility for building good working relationships in Scouting. No matter what your job or task in the council, skill in working effectively with your professional is important.

BCS 116 - Using the Unit Self-Assessment Tools (Elective): As we work through this session, we'll examine the need for collaboration in assessing unit strengths and needs. We'll see how this leads to the development of a unit service plan and how its implementation leads to continuous unit improvement.

BCS 117 - Selecting Quality Leaders (Elective): This course will cover the 2 methods we typically use to select leaders and why those may not help us fill our needs or recruit people that are the ideal match for the position.

Masters Courses

MCS 303 - Commissioner Lifesaving (Core): This session will focus on Unit issues. Some issues that you might encounter are; weak leadership, ineffective committee, lack of training, lack of members, etc. and the role of the Commissioner to assist the unit.

MCS 306 - Counseling Skills (Core): The best way to strengthen a unit is to strengthen its leadership. Counseling is an effective method in helping unit leaders develop their potential.

MCS 408 - Selecting and Developing Your Doctorate Project (Core): This session will provide an overview of the process to develop a Doctorate Project to benefit an area of Scouting in Commissioner service.

MCS 311 - About Assistant District Commissioners (Elective): ADCs make or break a district's ability to ensure that every unit receives competent commissioner service. This session will provide insight on using ADC's effectively.

MCS 312 - Recruiting New Commissioners (Elective): This session will cover some effective commissioner recruiting ideas to get all of our units an assigned unit commissioner.

MCS 315 - Unit Service in Urban Communities (Elective): This session refers to those urban communities where poverty is a prevailing influence and where community considerations require refinement and flexibility for volunteer-led packs, troops, crews and posts to be successful.

MCS 317 - How to Remove a Volunteer (Elective): This session will focus on removing the ineffective volunteer, the person who just isn't working out.

MCS 403 – Resources for Visible or Invisible Disabilities (Elective): This session will provide a variety of resources, tools, and ideas to keep Scouting inclusive, successful, and fun for all the youth we serve. There will also be a portion of this session devoted to working with Scouts who are differently abled

MCS 404 – Improving Youth Retention and Transition (Elective): This course outlines the challenges in retaining and transitioning Cub Scouts at all rank levels. A must for any commissioner in improving membership and continuity in their units!

Bachelors of Roundtable Courses

BRS 250 - Purpose and Importance of Roundtables (Core): Explore the reasons for having roundtables, who should attend roundtables, and how roundtables enhance unit programming to promote youth retention

BRS 251 - The Roundtable Team (Core): Explore the composition of the roundtable team, where to find roundtable team members, roles of roundtable team, recognition of roundtable team members.

BRS 252 - Promotion and Marketing of Roundtables (Core): Explore best practices for effective Roundtable promotion and marketing, to enhance attendance.

BRS 253 - Effective Cub Scout Roundtables (Elective): Learn ideas and resources to help you develop exciting Cub Scout Roundtable breakout sessions in your district. All Cub Scout Roundtable team members are encouraged to share their most effective programming ideas with the other participants.

BRS 254 - Effective Boy Scout Roundtables (Elective): Learn ideas and resources to help you develop exciting Boy Scout Roundtable breakout sessions in your district. All Boy Scout Roundtable team members are encouraged to share their most effective programming ideas with the other participants.

BRS 260 – Working with the District Committee (Core): Explore the ways that roundtable commissioners should cooperate with the district committee to support district operations, and ways that the district committee members can enhance roundtable programs.

Masters of Roundtable Courses

MRS 350 - Working with Other Commissioners (Core): The council commissioner will discuss key initiatives of the commissioner teams for 2018 and beyond, and ways roundtable commissioners can help the district commissioner and unit commissioners achieve those initiatives. Class participants will have the opportunity to ask questions of the council commissioner.

MRS 353 - Impactful Pre-Openings and General Openings (Core): Explore ways to make gathering time interesting and active, to get people to the meeting on time, and set the tone for the roundtable that follows. Also discuss best practices for the general opening session.

MRS 354 - Cub Scout Roundtable Annual Planning (Elective): Developing an annual roundtable plan is an essential part of the roundtable program. Cub Scout Roundtable Commissioners will use available National and Northern Star Council materials to practice creating an annual Cub Scout Roundtable Plan.

MRS 355 - Boy Scout Roundtable Annual Planning (Elective): Developing an annual roundtable plan is an essential part of the roundtable program. Boy Scout Roundtable Commissioners will use available National and Northern Star Council materials to practice creating an annual Boy Scout Roundtable Plan.

MRS 357 - After the Roundtable is Over (Core): Roundtable doesn't end after the formal program is over. This class will discuss purposeful end of roundtable attendee fellowship, collection of satisfaction surveys and ideas for future roundtable content, post-roundtable evaluation, and planning for next month's roundtable.

MRS 358 - Effective Remote Roundtables (Core): Our goal is to make quality roundtable content available to all units. Explore feasible methods of making roundtable content available remotely when a significant number of potential attendees cannot attend in person.

MCS 408 - Selecting and Developing Your Doctorate Project (Core): This session will provide an overview of the process to develop a Doctorate Project to benefit an area of Scouting in Commissioner service.

Doctorate Courses

DCS 604-606 - Project Presentation Seminars (Core): These are separately-scheduled sessions in which doctoral candidates briefly present their projects to other doctoral candidates and interested attendees at CCS.

DCS 610 - Preventing Commissioner Burnout (Core): Covers types of burnout and how to prevent or correct it to maximize effective commissioner tenure. Includes valuable tips on time management and refers to several aspects of “commissioner wellness.”

DCS 614 - The Commissioner and the Professional (Elective): Learn more about the relationship between the commissioner and the Scouting professional. Discover how the two can work closely together to reach the common goal of providing quality service to units.

DCS 615 - District and Council JTE (Elective): Learn about the elements of District and Council Journey to Excellence and what it takes to ensure success in every area.

Advanced Studies Courses

ASC 803 – Building a Culture of Recruitment (Specialty Class):

This course will discuss how we can coach our volunteer leaders to think of the processes of recruiting Scouts, providing quality program and retaining Scouts as integrated processes, not single, isolated events. This will be done in a workshop format where the issues that are preventing our unit leaders from successfully creating a culture of recruitment/quality program/retention will be identified and actions that you as a commissioner can take to motivate and inspire our leaders to address these issues will be discussed.

ASC 804 – Inspiring Volunteer Leaders (Specialty Class):

Commissioner service is based on the concept of inspiring and motivating our leaders to deliver the best possible scouting program to the youth in our units. If our unit leaders are not inspired and motivated, we cannot coach them to improve their program or connect them to resources that can help them to be successful. This course will be presented in a workshop format where ideas on how we as commissioners can inspire and motivate our unit leaders will be discussed and participants will share real life examples on how we can successfully inspire and motivate our unit leaders.

College of Commissioner Service Leadership

Donna Larson, President

Bruce Haverly, Vice President of Communications

David Klemm, Dean of Bachelors Program

Jim Ostroot, Dean of Masters Program

Rick Smith, Dean of Doctorate Program

John Capecchi, Dean of Advanced Studies Program

Katie Dettmann, Dean of Bachelors of Roundtable Program

Bob Elliott, Dean of Masters of Roundtable Program

Greg Richter, Dean of Administration

Charles Wangerin, Dean of Registration

Daniel Knutson, Staff Adviser

CCS Ambassadors

Alan Abrahamson, Samoset Council Commissioner

Tim Adams, Twin Valley Council Commissioner

Drew Blake, Central Minnesota Council Commissioner

Michael Briggs, Northern Lights Council Commissioner

David Cousins, Northern Star Council Commissioner

John Devlin, Gamehaven Council Commissioner

Joe Glenski, Northern Star Council-ACC for Training/Past CCS President

Jay Jones, Chippewa Valley Council Commissioner

Mark Ochocki, Sioux Council Commissioner

Rick Radloff, Gateway Area Council Commissioner

Bob Woodke, Voyageurs Council Commissioner

Rich Avery, Area 1 Director

Greg Nygren, Area 1 Commissioner

Registration Details

Registration fee is \$35. **Fee is discounted to \$28 until November 10th.**

Staff members not registering for a degree pay a fee of \$10.

For more information see the website at:

www.northernstarbsa.org/about-the-college-of-commissioner-service

Register on-line at:

<https://www.scoutingevent.com/250-2017ccs>

Registration includes courses, fellowship with other commissioners, lunch, patch and certificate presented at the graduation ceremony.

For more questions regarding registration, please contact :

Charles Wangerin, Dean of Registration, at: lcwangerin@integraonline.com

or Daniel Knutson, Northern Star Council Staff Adviser,

at: dknutson@nsbsa.org or 414-803-0217.

Doctoral candidates: Please contact the Dean of the Doctorate Program, Rick Smith, for a special registration password by October 1, 2017, at: me@cys.me or 651-307-0542.

The College of Commissioner Service is a uniformed event. Please wear your official BSA Uniform.

About St. Paul College

St. Paul College: Site of the 2017 College of Commissioner Service

Located in St. Paul, just west of the downtown area and directly north of the St. Paul Cathedral, St. Paul College is designed and built for adults with a wide variety of needs.

Saint Paul College will provide our group with the adult learning environment that is needed for our event. Saint Paul College is handicapped accessible throughout the building. There is ample parking available in the Saint Paul College parking lot and ramp that is attached to the building. Due to construction in the area, please check the event page for parking directions closer to the event when we know the current state of those projects.

Saint Paul College is equipped with state of the art audio and visual tools in every classroom and conference room that we will be using, including but not limited to Smartboards, PC's and projectors. There is Wi-Fi throughout the campus and it will be available to our group.

Saint Paul College allows food and drink are allowed in some of the classrooms, conference rooms, and common areas. There are multiple vending machines available throughout the building as well.

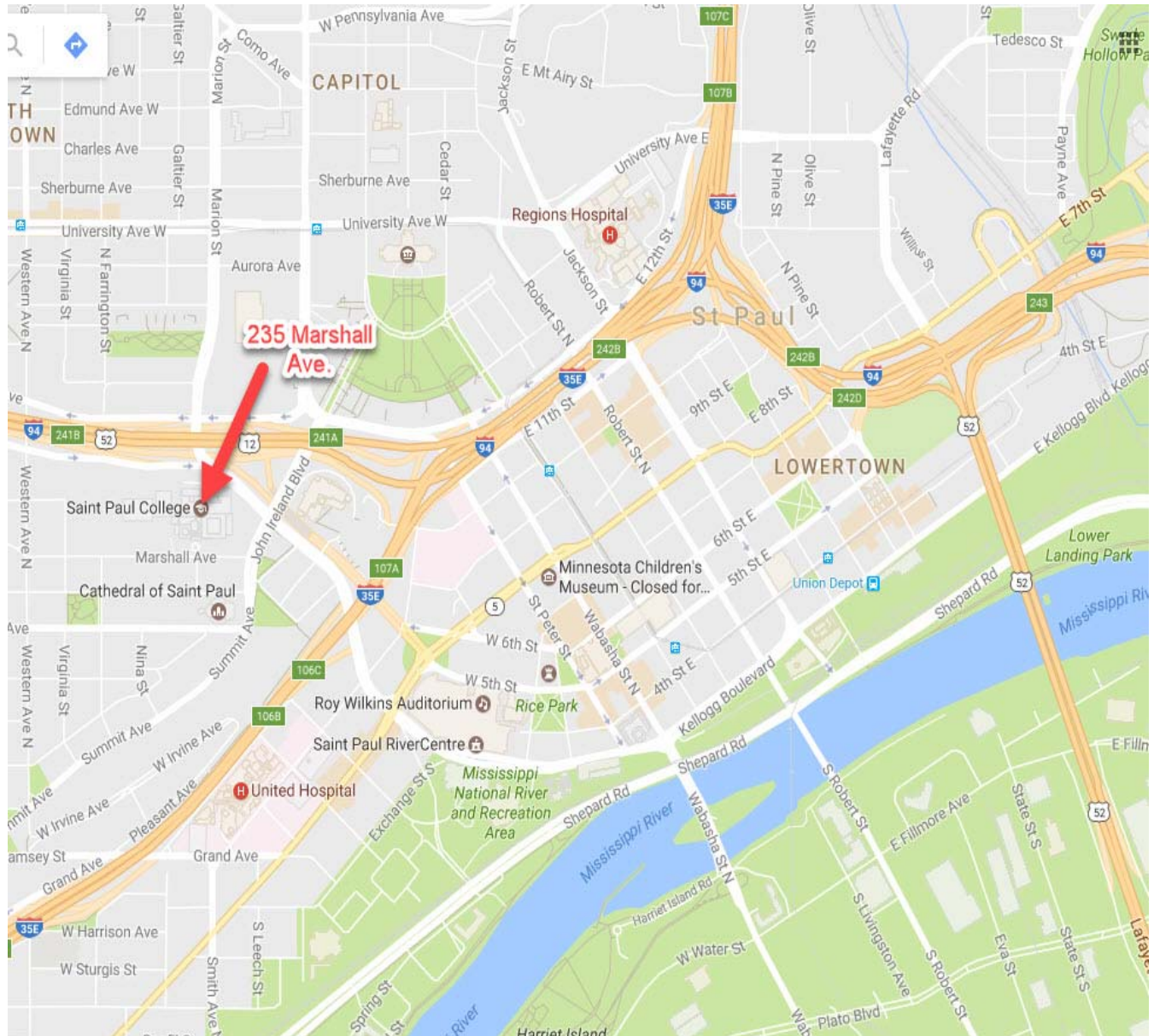
St. Paul College
235 Marshall Avenue
Saint Paul, MN 55102

www.saintpaul.edu

Location: St. Paul College

235 Marshall Avenue, Saint Paul, MN 55102

www.saintpaul.edu



Parking instructions will be available prior to the event on the registration page. Due to traffic and ongoing construction, the preferred parking entrance is on Marshall Avenue. The parking fee is included in the event registration fee.

See you on November 18!