

2020 Northeast Region - Area 3



COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE

SATURDAY APRIL 18, 2020

CATALOG

Keynote Speaker: Shane Calendine
Northeast Region Director

Christian Brothers Academy

6245 Randall Rd
Syracuse, NY 13214

The 2020 College is made possible by the generous support of the following Area 3 Councils:

Twin Rivers
Baden-Powell
Longhouse
Five Rivers
Iroquois Trail

Greater Niagara Frontier
Leatherstocking
Seneca Waterways
Green Mountain



Dear Fellow Commissioners and Scouters,

Welcome to the 2020 Commissioner Summit & College of Commissioner Science! The event this year will be on Saturday April 18, at Christian Brothers Academy 6245 Randall Road Syracuse, NY 13214.

When the Area 3 calendar came out it listed this event as the “Collage” of Commissioner Science. At first glance I thought it was a typo, but on further contemplation I wonder whether it was an error. The role of a Commissioner requires a “collage” of varied skills to be highly effective in providing unit service. I think the past 5 years has probably been the most change filled 5 year period in the history of BSA commissioning. While rewarding to be of service, I am sure all of you have been challenged in helping all our units/leaders to respond in a consistently positive manner. How unit leaders respond to change will have a significant impact on the future of the Scouting program and on our youth. Creating an environment where our unit leaders embrace change, as an opportunity to improve our service to youth, is one of our most significant contributions, and the most demanding of our skills.

The 2020 College will be an amazing opportunity to hear new ideas, and learn how to use them to support the adult leaders and the youth that they serve. Commissioners can, and should be positive change agents. This year’s College is dedicated to helping commissioners learn about and support change. Come refresh old skills and build new ones. Gather with your fellow commissioners from 9 Councils, enjoy the fellowship of common service, and recharge your energies.

Our outstanding staff will be offering over 60 exciting courses this year. Please plan on attending to reacquaint yourself and have fun with your fellow Area 3 Commissioners while you enhance old skills and acquire new ones from the new courses. Because the opportunity for these courses is limited we recommend that if possible you take Commissioner Basic prior to coming to the college.

Please note that this year you will register through ***the Iroquois Trail Council Service Center in Oakfield, NY. Registrations will be accepted on-line through this link: www.itcbsa.org/376-Commissionercollege or by mail to the address listed on the attached registration forms.*** Any questions you might have will be welcomed and can be directed to me at cdfleming@earthlink.net.

Yours in Commissioner Service,

Paul Fleming
2020 College Chancellor
Iroquois Trail Council

Commissioner's Pledge

On my honor I will do my best by the example of my daily life to make the Scout Oath and Law a more vital force for the good character and citizenship in the lives of the youth and the leaders I serve.

I will do my best to help secure and help to make more effective, the finest possible leadership for the units I serve.

I will do my best to help make the program of the units I serve the best that can be given, rich in wholesome fun and adventure.

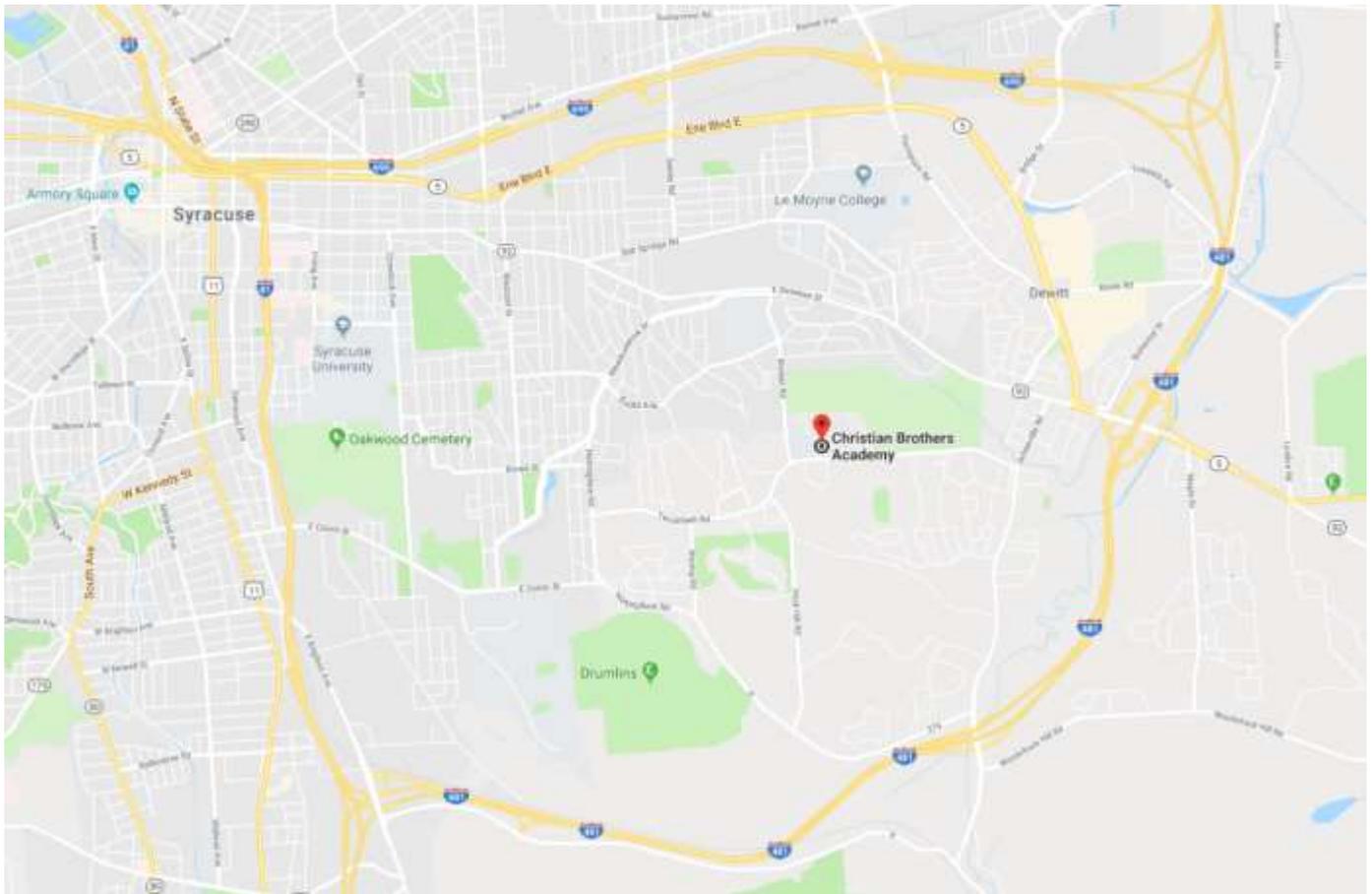
In all that I do, I will strive to help my units attract into membership every possible youth so that, through their participation, that youth, can help make America a finer, greater nation in a world community.

**2020 NER AREA 3 – COMMISSIONER SUMMIT &
COLLEGE OF COMMISSIONER SCIENCE**

April 18, 2020

Christian Brothers Academy

6245 Randall Rd
Syracuse, NY 13214



Directions –

<https://www.google.com/maps/dir//christian+brothers+academy+syracuse/@43.0319548,-76.1595478,12z/data=!4m8!4m7!1m0!1m5!1m1!1s0x89d9f34bb9b50d99:0xe2ccb0eb518c766!2m2!1d-76.089508!2d43.0319762>

SCHEDULE OF ACTIVITIES

Appropriate dress for the day is Scout field uniform, worn proudly and correctly.

8:00 A.M. - 8:40 A.M.	DOORS OPEN; LATE REGISTRATION; COFFEE AND DONUTS
8:40 A.M. - 8:50 A.M.	OPENING CEREMONY WELCOME & GENERAL ANNOUNCEMENTS
9:00 A.M. - 9:50 A.M.	CLASS PERIOD 1
9:55 A.M. - 10:45 A.M.	CLASS PERIOD 2
10:50 A.M. - 11:40 A.M.	CLASS PERIOD 3
11:45 P.M. – 12:55 P.M.	LUNCH (Period 4) – KEYNOTE ADDRESS
1:00 P.M. – 1:50 P.M.	CLASS PERIOD 5
1:55 P.M. – 2:45 P.M.	CLASS PERIOD 6
2:50 P.M. – 3:40 P.M.	CLASS PERIOD 7
3:45 P.M. - 4:35 P.M.	CLASS PERIOD 8
4:45 P.M. – 5:15 P.M.	GRADUATION & CLOSING

COURSE DESCRIPTIONS

COMMISSIONER BASIC

DEAN: Joe Lane (GNF)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
UC100	1-3, 5	Unit Commissioner Basic Training (Course Requires 4 Periods)	You're a new Unit Commissioner? Congratulations! Now what do you have to know and what are your responsibilities? This session is just for you. We will provide you with the information about your new job and why it's important to the success of scouting units in your council.

BACHELOR OF COMMISSIONER SCIENCE

DEAN: Don Perkins (BP), David Leidy (LS)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
103	1	Linking District Resources	This course explains the relationship between the commissioner staff and the district, linking resources.
104	2	Contacting Units	This course defines the roles of commissioner service and the importance of contacts with their units and timely recording of those contacts in Commissioner Tools.
105	3	Resolving Common Unit Issues	This course shows how a commissioner should use Commissioner Tools and Early Warning Signals to be alerted to unit issues
107	5	Journey to Excellence	Learn about the elements of the Unit Journey to Excellence and what it takes to ensure success in every unit.
109	6	The Essential Element (A Servant's Heart)	This course will discuss will discuss servant leadership and the role it plays in commissioner service.
112	7	Recruiting Unit Commissioners	This course will discuss methods of recruiting unit Commissioners.
117	8	Commissioner & Unit Key 3	This course examines the roles of the Unit Key 3 and how a commissioners' works and coaches each.

ROUND TABLE

DEAN: Marc McGrain (FR)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
150	1	Roundtables in Commissioner Service	This course will provide information on the purpose of roundtables to help units succeed by providing useful program ideas, information on policy, and current information on council and district events and training opportunities.
350	1	Unit and 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.
152	2	The Year-Round Roundtable Planning Process & Promotion	This course will provide information on the roundtable planning process, how to create an annual plan to provide unit service to the district, and how to promote roundtables.
353	2	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.
153	3	Roundtables and Commissioner Tools	This course will educate participants on the tools available in Commissioner Tools for the roundtable team to manage unit service effectively.
352	3	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 be acted on, to help units with their problems. Letting them go until later often means they don't get done at all.
156	5	Recruiting, Training and Recognizing the Roundtable Team	This course will provide an understanding of different methods to recruit, train, and recognize members of the roundtable team.
354	5	The Scouts BSA Breakout	The Scout's BSA 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.
351	6	How to Conduct the Annual Planning Session	This course will provide a hands-on exercise in using resources to create a model roundtable year at both, the district and council level.
355	6	Using the Assistant District & Council Commissioner for Roundtable in Your District	This course will provide an introduction of the responsibilities of this position in a district and council unit service plan.
356	7	Using the ACC for Roundtables in Your Council	The ACC-RT works with each district to help them understand the unique position of roundtable in the scouting world. Roundtable provides a different method of unit service, but it is just as important. Roundtable also supplements unit commissioner efforts by the program support it provides

358	7	Roundtable and Solving Unit Problems	This course will provide a summary of the overall approach of using roundtables in helping units solve their own problems.
357	8	Managing Long Distance Roundtables	This course will provide an understanding of the current resources available to enhance long distance roundtables.

MASTERS OF COMMISSIONER SCIENCE

DEAN: Bob Baldwins (TR), Jim Eklund(LH)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
302	1	On Time Charter Renewal	This session explores leadership techniques to prepare, guide, and support units in completing accurate charter renewal applications on-time.
304	1	Commissioner Service for Units at Risk	In this course indicators of units at risk, approaches for investigating units reported to be at risk and resolving the issues that have put the unit at risk are discussed.
303	2	Managing Unit Service at the District Level	In this course, we will review how commissioner tools can assist commissioners working at the district level understand how their units and commissioners are performing.
305	2	Resolving Critical Unit Issues	The course will quickly review information from MCS 304. After this introduction, various role playing scenarios and discussion scenarios will be presented for the class to work through.
306	3	Mentoring Skills	The course will discuss the new mentoring model, differences of coaching and mentoring and how it applies to commissioner service.

307	3	Commissioner Service For Newly Formed Units	In this course, a commissioner will learn the role of a new-unit commissioner and become familiar with working side by side with a new unit organizer.
309	5	Good Commissioners Need Both Head and Heart	In this course, we will discuss how the servant leadership concept is carried out in the commissioner service.
312	5	Recruiting A Commissioner Team	Effective recruiting is vision-based. Your success will be greater if you have a vision for your term of service that guides you.
311	6	All About the ADC's Role	Educate the audience on the purpose of the assistant district commissioner role and how it benefits commissioner services.
316	6	Developing a Unit Service Plan	The 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, collaborative, detailed unit health assessment.
313	7	Onboarding New Commissioners	Review the onboarding process of newly recruited commissioners.
315	7	Effective Unit Service in Rural Communities	This course will discuss the unique issues of rural units and how to solve them.
314	8	The Commissioner and the Professional	Commissioners explore the commonalities of their roles and the roles of the professionals in order to foster positive and productive relationships.

DOCTOR OF COMMISSIONER SCIENCE

DEAN: Craig Kaplan (SW)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
501, 502, 503, 504	1-3 & 5	<p>Selecting Your Project or Thesis Topic (501)</p> <p>Limiting the Scope the Topic (502)</p> <p>Developing Your Project or Thesis (503)</p> <p>Project / Thesis Open Workshop Forum (504)</p>	<p>This session combines the four doctoral courses that are designed to assist doctoral candidates in selecting their project or thesis concept and writing their proposal. In a seminar format, doctoral candidates will work with instructors to brainstorm and select their thesis topic, explore procedures to reduce their topic to a workable size, and use the project/thesis outline to begin writing and revising their proposal. The session will combine group and individual work. Participants will each be assigned a mentor to work with throughout day. The final session provides doctoral candidates with an opportunity to present their work-in-progress and to review successfully completed projects and theses as examples and guides.</p> <p>Doctoral candidates are encouraged to select periods 1-3 and 5 as a block. Breaks will be taken throughout the session at opportune times and – except for the lunch period – may not conform to the scheduled period breaks.</p> <p>Doctoral candidates who wish to take individual courses are encouraged to contact the Dean to make arrangements (Craig Kaplan ckaplan0951@gmail.com, (585) 261-9020).</p>
506	6	<p>Coaching for Administrative Commissioners</p>	<p>Coaching and mentoring are complimentary efforts focused on supporting the highest level of service for administrative commissioners. This class will focus on coaching skills for administrative commissioners.</p>
512	7	<p>Commissioner Recruiting Workshop</p>	<p>This session is designed to discuss best practices for recruiting administrative commissioners</p>
514	8	<p>Building Meaningful Relationships</p>	<p>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.</p>

CERTIFICATE OF COMMISSIONER CONTINUING EDUCATION

DEAN: Leslie Sanborn (GM)

Course Number	Period	Course Title	Course Description
701	1	Combatting Commissioner Stress/Burnout	We've all had our moments when we ask ourselves, "Why are we involved in Scouting?" This session is designed to examine indicators of stress, how stress affects those around us, and how we might overcome these negative manifestations.
707	2	Becoming a Project / Thesis Advisor	This course prepares a person to become a project or thesis advisor, provides proven techniques to make this task easier, and helps to provide consistent standards for the acceptance of a completed Doctorate of Commissioner Science project or thesis. <i>(It is preferred that instructors and advisors have their CCS Doctorate.)</i>
804	3	Preventing Bullying	Bullying is an unacceptable behavior that adults and scouts have a responsibility to stop. Units must have clear and comprehensive prevention practices and protocols that address all forms of bullying and harassment.
713	5	Advancement for Scouts with Special Needs – The Commissioner's Role	Virtually every unit will experience having a youth who has disabilities. This course will provide Commissioners with knowledge to share with unit leaders so they can provide an Advancement program which provides these youth with the Scouting opportunities to succeed. Participants of this course will become familiar with the "Rules of Engagement" for advancement in each of the Scouting program areas to help them to respond to the needs of these special youth.
805	5	Creating a Respectful Scout While Managing Challenging Behaviors	What to do when scouts aren't being very scout-like? Come learn an old scouting secret to creating a respectful scout.
803	6	Activating the Unit Key 3	How do we motivate chartered organizations and unit committees to take on their proper responsibilities? An open forum for sharing and brainstorming.
720	7	A Commissioner's Introduction to Valuing 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, culture, or political beliefs and affiliations.
808	1,7	What Commissioners Should Know About Scoutbook	Scoutbook is FREE unit management software that makes a unit leader's work easier, and is the future of BSA reporting. Learn the basics so that you can get your unit(s) started on Scoutbook

716	8	Conflict Resolution for Commissioners	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.
807	8	Religious Emblems Programs	To encourage members to grow stronger in their faith, religious groups have developed religious emblems programs supported by the BSA.

**COUNCIL COMMISSIONER / ASSISTANT COUNCIL COMMISSIONER
MEETING**

DEAN: Darlene Kihlberg (Area 3)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
903	8	Council Commissioner / Assistant Council Commissioner Meeting	Monthly Council Commissioner Meeting for April

**POWDERHORN COURSE DIRECTOR'S CONFERENCE (NOT FOR
COMMISSIONERS)**

DEAN: Paul Kendzieski (Area 3)

<i>Course Number</i>	<i>Period</i>	<i>Course Title</i>	<i>Course Description</i>
PWH904	1-3, 5-8	PowderHorn Course Director's Conference	Separate training from College of Commissioner Science targeted for Powderhorn Course Directors.

2020 DEGREE REQUIREMENTS

NOTE: FOR ALL DEGREES, COURSE WORK COMPLETED IN PRIOR YEARS COUNTS TOWARD YOUR DEGREE REQUIREMENTS!

YOU WILL BE PROVIDED WITH CERTIFICATES FOR THE COURSE WORK YOU COMPLETE AT THE 2020 NER AREA 3 COLLEGE OF COMMISSIONER SCIENCE. YOU WILL NEED TO KEEP ALL OF YOUR CERTIFICATES AS PROOF OF COURSEWORK WHEN APPLYING FOR THE DOCTORATE OF COMMISSIONER SCIENCE.

Certificate for Commissioner Basic Training: (initial formal training for Commissioners)

Awarded to attendees who complete the "Basic" Training curriculum.

Bachelor of Commissioner Science: Coursework Certificate

Awarded to attendees who complete **five** courses in the Bachelor's curriculum and **two** other courses.

Master of Commissioner Science: Coursework Certificate

Awarded to attendees who hold the Bachelor's Degree and who complete **seven** courses in the Master's curriculum.

Doctor of Commissioner Science: Coursework Certificate

Certificate of Doctoral Course Completion will be awarded to attendees who have completed their Masters of Commissioner Science and complete **five** courses in the Doctorate curriculum and **two** other courses. Certificate will show 7 courses, you need a total of 10 for the Doctorate Program.

Certificate of Commissioner Continuing Education: Coursework Certificate

Awarded to those Scouters who complete any **seven** courses at the College. This Certificate is designed for those who have completed their Doctorates and wish to further their Scouting education, **or** to those Scouters who wish to further their Scouting education without becoming degree candidates.

Doctorate of Commissioner Science Knot Award

An award that is available with the approval of your local council. Minimum requirements of tenure and training are necessary, which include the successful completion of Commissioner College Degree prerequisites, requirements and performance.



Registration information Page 1

**2020 NER AREA 3 – COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE
REGISTRATION FORM - PLEASE Print Clearly**

Name _____ Council _____
(as you would like it on your diploma)

How Should Your First Name Appear on Your Name Tag? _____

Address: _____ City: _____

State: _____ Zip _____ Phone (_____) _____

E-Mail Address: _____

Your Current Role in Commissioner Service: _____

Possible Future Commissioner Roles in Scouting: _____

Your Role at the College (check ALL that apply): ___ Student ___ Instructor ___ Dean ___ Support Staff

Degree Candidate for: (check only ONE)

- _____ Commissioner Basic Training (4 periods)
- _____ Bachelor of Commissioner Science
- _____ Master of Commissioner Science
- _____ Doctor of Commissioner Science
- _____ Certificate of Commissioner Continuing Education

Selecta Box Lunch (full sandwich, chips, pickle & cookie OR salad, baguette, cookie)

- ___ Turkey ___ Tuna ___ Veggie ___ Ham & Swiss
- ___ Seasonal Greens (Vegan) ___ Greek (Vegetarian with Feta)

Any Other Special Dietary or Access Needs?

*** Copies of the College Catalog and Registration Form are available on Area 3 Council Websites ***

**2020 NER AREA 3 – COMMISSIONER SUMMIT & COLLEGE OF COMMISSIONER SCIENCE
REGISTRATION FORM - PLEASE Print Clearly**

Registration Fee - includes course materials, coffee, continental breakfast, lunch, & patch **\$30.00**

REGISTRATION FORM & FEE MUST BE POSTMARKED BY April 3 or ENTERED ONLINE BY April 10, 2020

Late registration (POSTMARKED after 4/3 or Entered ONLINE after 4/10 or AT THE DOOR): **\$35.00**

Online Registration Link: www.itcbsa.org/376-commissionercollege

or

Paper Registration: Please mail Registration pages 1 & 2 along with the Course Preference form with your registration fee to:

Iroquois Trail Council
102 South Main Street
Oakfield, NY 14125

Print Name As It Appears on Card: _____

Address: _____

Phone: (_____) _____

Form of Payment:

- Credit Card Check Money Order Cash (do not mail cash)
 MasterCard Visa AmEx Discover

Checks submitted should be made payable to: **Iroquois Trail Council**

Credit Card No. _____ Expiration date: ____/____
Month / Year

Total amount to be charged: _____

Signature: _____

(Signature is required)

Account # 1-6801-906-20

PLEASE COMPLETE AND INCLUDE THE COURSE PREFERENCE SHEET ON THE NEXT PAGES

(We request this information now for class size pre-planning - you may make course changes the day of the College)

2020 NER AREA 3 CCS - COURSE PREFERENCE SHEET

PLEASE REVIEW AND USE THE COURSE LISTING TO CIRCLE THE COURSES YOU WISH TO ATTEND, MAKE A COPY FOR YOURSELF AND SEND THIS SHEET WITH YOUR REGISTRATION.

Name _____

Council _____

NOTE: Although your course selections are not binding, your advance registration helps us determine classroom size!

Registrations received by April 10th are guaranteed a seat; "walk-ins" are welcome on a "space available" basis.

CURRICULUM	Opening	1	2	3	4 LUNCH	5	6	7	8	Graduation and Closing	
	8:40-8:50	9:00-9:50	9:55-10:45	10:50-11:40	11:45-12:55	1:00-1:50	1:55-2:45	2:50-3:40	3:45-4:35	4:45 – 5:15	
Basic		UC100									
Bachelor's		103	104	105		107	109	112	117		
Roundtable		150	152	153		156	351	358	357		
		350	353	352		354	355	356			
Master's		304	305	306		309	311	313	314		
		302	303	307		312	316	315			
Doctorate**		501	502	503		504	506	512	514		
Continuing Ed		701	707			713	803	720	716		
		808		804		805		808	807		
Powder Horn CD Conference Meeting of Council Comm.		904	904	904		904	904	904	904		
									903		

**** Doctoral candidates are strongly encouraged to select courses 501, 502, 503, and 504 (periods 1, 2, 3 & 5) as a block. Participants who wish to take individual courses should contact the College Dean to make arrangements.**