

Bachelor Course Descriptions 2018

| Course Number | Course Title | Audience | Course Description | Learning Objectives |
|---------------|--|---|--|---|
| 101 | Core Concepts of Commissioner Service | All Commissioners | An Introductory course to familiarize a new commissioner with the commissioner concept as perceived by the BSA. | <p>Define & Identify the role and types of Commissioners.</p> <p>Describe the five commissioner focus areas</p> <p>State the key skills needed to be a good commissioner</p> <p>Apply this new knowledge and understanding for exceptional unit service</p> |
| 103 | Linking District Resources | Unit Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner Council Commissioner | This course explains the relationship between the commissioner staff and the district, linking resources. | <p>Explain typical district structure and the functions of the district</p> <p>Know how to use the resources of the district to better support the units they serve</p> <p>Utilize the Unit Service Plan when assessing the unit needs by identifying district resources</p> |
| 104 | Contacting Units | All Commissioners | 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 | <p>Describe how the concept of commissioner service is demonstrated in frequent unit contacts.</p> <p>Identify ways to demonstrate good commissioner service as we serve as a coach/mentor, and representative of the BSA</p> <p>Explain the importance of using the Commissioner Tools to record “meaningful” unit contacts</p> |
| 105 | Resolving Common Unit Issues | Unit Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner Council Commissioner | This course shows how a commissioner should use Commissioner Tools and Early Warning Signals to be alerted to unit issues | <p>Using Commissioner Tools to recognize some common “needs” a unit might have</p> <p>Discuss solutions to those needs by using a unit service plan</p> <p>Relate solutions to real life red flags within their assigned units</p> |

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| 106 | Coaching Leaders | Unit Commissioner Assistant District Commissioner District Commissioner | This course will discuss new coaching model and how it applies to Commissioners service. | Recognize a given situation Evaluate options for resolution Employ coaching methods to address the situation |
| 112 | Recruiting Unit Commissioners | Assistant District Commissioner District Commissioner Assistant Council Commissioner Council Commissioner | This course will discuss methods of recruiting unit Commissioners. | Identify and recruit candidates for commissioner service. Understand the 5 P's of recruiting commissioners. Explore skills needed for successful commissioner service. |
| 114 | Understanding & Communicating with Today's Leaders | All Commissioners | This course encourages understanding between the different generations to help commissioners better communicate with their units | Identify the characteristics of generations within scouting's leaders. Understand the differences in relating to generations involved in Scouting Embrace the differences and similarities to make the scouting program stronger. |

Master Course Descriptions 2018

| Course Number | Course Title | Audience | Course Description | Learning Objectives |
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| 303 | Managing Unit Service at the District Level (using Commissioner Tools) | Unit Commissioner District Commissioners Assistant District Commissioners Assistant Council Commissioners Council Commissioners | Familiarize the student on the modules available in Commissioner Tools so that they can enhance their ability to support the unit | Understand the information available within Commissioner Tools Review the reports available from Commissioner Tools Analyze data to identify underperforming units and unit |

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| 304 | Commissioner Service for Units at Risk | Unit Commissioner District Commissioners Assistant District Commissioners | This course will show how to recognize the signs of a unit in crises and develop the skills to resolve the issues. It will also cover what information to input to commissioner tools. | List signs of a unit in trouble Identify symptoms of and describe possible causes of a unit in trouble. Describe the process of determining the problem. Describe approaches to solve the problem. Indicate in commissioner tools the problems of the unit, what is needed to correct them, and to indicate clearly to the ADC/DC the unit's health. Timely entering of findings and solutions will be emphasized. |
| 305 | Resolving Critical Unit Issues | Unit Commissioner, District Commissioners, and Assistant District Commissioners Suggested prerequisite: MCS 304. | 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. | Review the information in MCS 304. Discuss the role of commissioner tools in working through critical unit issues. Provide practical experience for the commissioner in solving various issues through role playing and discussion of scenarios of units with critical issues. Demonstrate how to prepare a detailed assessment and unit service plan. |
| 313 | Onboarding New Commissioners | District Commissioners Assistant District Commissioners Assistant Council Commissioners Council Commissioners | Review the onboarding process of newly recruited commissioners. | Explain why we onboard commissioners Discuss what is included in onboarding process Review the onboarding process for new commissioners. |

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| 315 | Effective Unit Service in Rural Communities | Unit Commissioners Assistant District Commissioners District Commissioners | This course will discuss the unique issues of rural units and how to solve them. | Understand the unique situation of rural units and working with them. Learn methods for recruiting leaders and scouts in small and spread out communities. Propose means to reduce the cost of membership for families. Determine methods for providing scouting in small units with dens |
| 316 | Developing the Unit Service Plan | Unit Commissioner District Commissioners Assistant District Commissioners | This course builds off BCS 116 Collaborative Assessments to identify and develop unit service plans based on the collaborative assessment outcome. | Understand the District Committee's role to provide specialized resources. Know what resources are available to assist units Analyze collaborative assessments and detailed assessments to identify unit needs. Evaluate the effectiveness of the USP for the next assessment |

Doctorate Course Descriptions 2018

| Course Number | Course Title | Audience | Course Description | Learning Objectives |
|---------------|---|---|--|--|
| 501 | Selecting Your Project or Thesis Topic | All Commissioners seeking their Doctorate | This session assists doctoral candidates in selecting their project or thesis concept. | Identify what constitutes a good topic or focus area Distinguish between a project and thesis Describe DCS Degree and Knot requirements |
| 502 | Limiting the Scope the Topic | All Commissioners seeking their Doctorate | Doctoral candidates explore various procedures to reduce their topic to a workable size. A suggested approval process will also be shared. | Select a specific project / thesis topic Complete S.M.A.R.T. analysis for a selected topic |

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| 503 | Developing Your Project or Thesis | All Commissioners seeking their Doctorate | This session covers the project or thesis outline and a variety of suggestions for writing and revising the report. | <p>Identify the main parts of a project report / thesis</p> <p>Develop a first draft outline</p> <p>Identify methods of gathering information</p> <p>Give examples of common writing errors to be avoided when writing the project report or thesis</p> |
| 506 | Coaching for Administrative Commissioners | All Administrative Commissioners Suggested pre-requisites BCS 106 and MCS 306 Follow up with DCS 514 | 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>Understand the difference in coaching and mentoring.</p> <p>Discuss the fundamental elements of coaching admin commissioners.</p> <p>Examine coaching's relationship to building strong relationships.</p> |
| 512 | Commissioner Recruiting Workshop | All Administrative Commissioners Suggested pre-requisites BCS 112 and MCS 312 Follow up with DCS 514 | This session is designed to discuss best practices for recruiting administrative commissioners | <p>Decide who will be part of the recruiting group.</p> <p>Define the position(s).</p> <p>Familiarize the group with the expectations of the position.</p> <p>Construct a list of skills that are necessary for effective completion of the assigned task.</p> <p>Use old and current commissioner lists to construct a prospect list.</p> <p>Determine who has this set of skills. Is their someone already doing the job without a title?</p> |
| 514 | Building Meaningful Relationships | All Commissioners | 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>Develop a top ten list that people seek in a positive relationship.</p> <p>Explain one way to measure relationships.</p> <p>Explore possible pitfalls to avoid actions or inactions that can put stress on relationships.</p> <p>Explain how to rebuild a stressed relationship</p> |

Bachelor Roundtable Course Descriptions 2018

| Course Number | Course Title | Audience | Course Description | Learning Objectives |
|---------------|---|--|--|--|
| 152 | The Year-Round Roundtable Planning Process & Promotion | Roundtable Commissioner Assistant Roundtable Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner | 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. | Explain the roundtable planning process and how to create an annual plan. Discuss how to utilize the Roundtable Planning Guides as a planning tool. Understand the importance of planning roundtable to provide unit service to the district. Understand methods for promoting roundtables. |
| 154 | Cub Scout Roundtables | Roundtable Commissioner Assistant Roundtable Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner | This course will provide an understanding of the Cub Scout Roundtable process. | Explain the elements of a Cub Scout Roundtable. Discuss how to utilize the program information in the Cub Scout Roundtable Planning Guide. Understand how to provide Cub Scout leaders the skill to do and the will to do. |
| 155 | Boy Scout Roundtables | Roundtable Commissioner Assistant Roundtable Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner | This course will provide an understanding of the Boy Scout Roundtable process. | Explain the elements of a Boy Scout Roundtable. Discuss how to utilize the program information in the Boy Scout Roundtable Planning Guide. Understand how to provide Boy Scout leaders the skill to do and the will to do. |

Roundtable Master's Program Courses

| Course Number | Course Title | Audience | Course Description | Learning Objectives |
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| 351 | How to Conduct the Annual Planning Session | Roundtable Commissioner Assistant Roundtable Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner Council Commissioner | This course will provide a hands-on exercise in using resources to create a model roundtable year at both the district and council level. | Identify key components in a district and council roundtable year. Explain the need to change or alter plans to address problems identified by a Unit. Apply resources such as the roundtable guides and council and district calendars to populate components of each roundtable meeting. |
| 357 | Managing Long Distance Roundtables | Roundtable Commissioner Assistant Roundtable Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner | This course will provide an understanding of the current resources available to enhance long distance roundtables. | Identify situations where long distance roundtables may be appropriate. Discuss alternate delivery methods for Roundtable. Understand the importance of interactive support during roundtables. |
| 358 | Roundtable and Solving Unit Problems | Roundtable Commissioner Assistant Roundtable Commissioner Assistant District Commissioner District Commissioner Assistant Council Commissioner | This course will provide a summary of the overall approach of using roundtables in helping units solve their own problems. | Recognize when units may need additional resources. Discuss resources that are available to support unit service. Understand how to help units resolve their own problems. |