

Revised March 17, 2009

**2009
PIEDMONT-APPALACHIAN
COLLEGE OF COMMISSIONER SCIENCE**



May 22-24, 2009

**RIDGECREST CONFERENCE CENTER
RIDGECREST, NORTH CAROLINA**

26th ANNIVERSARY

**SEQUOYAH COUNCIL
PALMETTO COUNCIL
BLUE RIDGE COUNCIL
DANIEL BOONE COUNCIL
GREAT SMOKY MOUNTAIN COUNCIL**

REGISTRATION DEADLINE: April 30, 2009

Dear Commissioners:

The 26th annual Piedmont-Appalachian College of Commissioner Science will be held at Ridgecrest Conference Center, Ridgecrest, North Carolina, May 22-24, 2009.

This booklet contains course offerings, curricula descriptions, schedule, and registration form plus other pertinent information. The registration deadline is **April 30, 2009** (make sure your registration form with payment is **RECEIVED** by this date).

For many years the College was held at Lees McRae College in Banner Elk, NC. The venue for this year's College has been changed to Ridgecrest. This move was made after much consideration and discussion because of continuing logistical problems encountered at Lees-McRae. Because of this, it is highly recommended that, whether you are a long time returnee or a newcomer, you carefully review all of the information presented here as there will be some minor changes in the manner in which the College is run. We believe that Ridgecrest will provide an excellent atmosphere for our program and we are looking forward again this year for a very successful and satisfying experience for all who attend.

Staff members for the entire college are trained, dedicated, and enthusiastic about this year's college. You can expect a weekend packed with learning experiences plus friendship and fellowship.

Call your Scouting friends and make plans to attend the Piedmont-Appalachian College of Commissioner Science, May 22-24, 2008, at Ridgecrest, North Carolina. We look forward to you being there. Your participation in the college can and will make a big difference in the quality of the Scouting program you deliver to the youth of your community in the next several years.

Yours in Scouting,

Michael Thompson, 2009 Dean
Piedmont-Appalachian College of Commissioner Science



GENERAL INFORMATION

WHAT TO BRING

The days are mild, but the nights can be cool, so you should bring a warm sweater or jacket. A raincoat/and or umbrella may also be needed. Bring notebook, pencil, or pen, etc. for taking notes in classes. Bring your camera, musical instruments, hobby materials, and other items you may wish to have with you. You may wish to bring your laptop computer as the dorm rooms are internet accessible. Linens including washcloths/towels are provided. Bring your own personal toiletry items of course.

NO PETS ALLOWED.

UNIFORMS

CLASS A UNIFORM is **required** for all events except free time, when Class B Uniform is acceptable.

Friday uniform will be Class B.

ACCOMMODATIONS

The rooms at Ridgecrest are motel type rooms configured with two sets of bunk beds (sleeps 4 people) and one queen size bed. This allows for occupancy of generally 5 people to a room. There will be a limited number of rooms available for handicap occupancy. Room assignments will be made according to sex and special needs taking into consideration special roommate requests as much as possible. Room assignments will also be made depending on the number of nights an attendee is staying. Attendees staying two nights will be grouped together and attendees staying one night will be grouped together. This is necessary to control the cost of the weekend to Ridgecrest. Because of the arrangements with Ridgecrest **the one night option is for Friday night only.**

DINING

All meals included in the registration fee will be served in the Cafeteria. This is described as an all you can eat facility and has traditionally been described as excellent fare. There is a snack bar available where salads and burgers may be purchased. **Friday night dinner is not included in the fee.. You may specify that you want to eat Friday night dinner in the Cafeteria. For Friday dinner there will be an additional \$10.75 charge to your fee.** Note that the Cafeteria will close promptly at 7:00 PM on Friday, so take your arrival time into consideration if you take this option as it is a non-refundable item. It is suggested that your Friday evening meal plans include either the snack bar which is open until 10:00 PM, or other arrangements.

TRADING POST

The administrative council will have literature, Roundtable/Huddle materials, and other Scouting and Commissioner items for sale. This is a major resource for commissioners in their support role for units. Please bring your checkbook or cash.

REFUNDS

No refunds will be made except for serious illness or death in the immediate family. **Registrar (Hulic Ratterree at 803-327-0731, 803-517-4766, or hulic@comporium.net) must be notified prior to the start of the college.**

EXHIBITS

You are encouraged to request a space for exhibits; however, the college will not be able to staff your area and will not be liable for your exhibit. Exhibits will be in the Trading Post area. Collections (stamps, books, patches, uniforms, etc) of Scouting interest are encouraged and trading is permitted. This is planned to be in the General Assembly area located adjacent to the Registration area.

FAMILY MEMBERS

Spouses are invited to participate in the college, to enjoy the local sightseeing, to shop in Black Mountain or to enjoy the general hospitality of the Conference Center. If spouses/family members attend they will be housed with other attendees of the same sex in the general assignment of rooms. Spouses/family members are subject to the same fees as attendees. **If a married couple wishes to stay together without other attendees sharing the same room then special arrangements will have to be made at additional costs.** Please be forewarned that the College will not be prepared to provide for their entertainment or discipline. Note that a separate registration form must be made for each individual attending.

EMERGENCY INFORMATION

In today's environment most people utilize their own cellular numbers for emergency contact. If you, however do not have a cell phone and wish to leave a number with someone **for emergency reasons use the Number 803-517-4766.** This is the cellular number for Hulic Ratterree who will have it activated 24hrs per day

COLLEGE TRANSFER PROGRAM

If you began your Commissioner College work at another college, and are new to the Piedmont-Appalachian College of Commissioner Science you may request a college transfer for the Bachelor and Master portion of the program. For Bachelor and Master degree credit, you must submit valid documentation of your participation in another college - (photocopy of your certificate of completion and/or pocket card). **This must be submitted with your completed registration form.** College transfer credit will be given for the Bachelor and Master degree only. The recognition for Candidate for Doctor of Commissioner Science (CDCS THIRD YEAR) may only be earned by completion of the required course of study at the Piedmont-Appalachian College of Commissioner Science.

YOUTH PROTECTION TRAINING

It is suggested that you insure that your Youth Protection Training is up to date. This can be accomplished on-line through the **myscouting.com** website.

DIRECTIONS

The Conference Center is located off of I-40 in North Carolina. **Simply go to Exit 66 on I-40 (which is east of Asheville) and follow the signs at the end of the ramp.** You may also go to lifeway.com on the internet. Then go to Conference Centers on the menu bar and click on Ridgecrest. This will bring up the info on Ridgecrest which includes general information about the Center as well as directions.

GENERAL EXPECTATIONS

Ridgecrest has included in the information to PACCS the following expectations on their part:

- No alcoholic beverages, illegal drugs, firearms, or fireworks anywhere on the grounds
- Ridgecrest is a tobacco free environment (in total)
- No Pets
- Quiet hours are from 11:30 PM to 6:30 AM

As a part of the BSA Program we have no problem with these expectations and fully support them.

SCHEDULE

Friday, May 22

4:00-10:30 PM	Registration/Staff & Friday arrivals
5:30-7:00	Dinner (Cafeteria - This is an optional meal as you may make other arrangements)
8:00	General Assembly- presentation – UNIT COMMISSIONER TRACKING SYSTEM
9:00	Faculty Meeting (Deans & Activities Staff) Location TBA
	Doctoral Review Board – Location TBA

Saturday, May 23

7:15-8:15AM	Breakfast (Cafeteria)
7:45-9:00	Registration for Saturday arrivals
9:00-9:50	Period #1
9:50-10:00	Break
10:00-10:50	Period #2
10:50-11:00	Break
11:00-11:50	Period #3
12:00-12:50PM	Lunch (Cafeteria)
1:00-1:50	Period #4
1:50-2:00	Break
2:00-2:50	Period #5
2:50-3:00	Break
3:00-3:50	Period #6
3:50-4:00	Break
4:00-4:50	Period #7
4:50-5:00	Break
5:00-5:50	Period #8
5:50-6:30	Dinner (Cafeteria)
8:00-	Entertainment and Fellowship (General Assembly Area)

NOTE: If you are departing on Saturday at any time or after the last Class Period you must clear your room by 11:00 AM Saturday Morning. You may leave your baggage in the General Assembly Area or your vehicle. There should be ample time to accomplish this prior to your first period class on Saturday.

Sunday, May 24

7:15-8:15 AM	Breakfast (Cafeteria)
8:30-9:00	Worship Service in General Assembly Area
9:00-10:00	Graduation and Certificate Awards in General Assembly Area
10:00	Staff Meeting in General assembly Area

NOTE: All rooms must be cleared by 11:00 AM on Sunday Morning.

Clean up and Departure by Administrative Staff and Registrar.

DEGREE REQUIREMENTS

BACHELOR OF COMMISSIONER SCIENCE (BCS – FIRST YEAR)

1. Be an active, registered commissioner.
2. Be certified by the Dean of the BCS Program as having satisfactorily completed the prescribed course of study for the degree, or qualify for the BCS Degree under the college's transfer policy.

MASTER OF COMMISSIONER SCIENCE (MCS – SECOND YEAR)

1. Be an active, registered commissioner with at least one year of active commissioner service since receiving the BCS Degree.
2. Be certified by the Dean of the MCS Program as having satisfactorily completed the prescribed course of study for the degree, or qualify for the MCS Degree under the college's transfer program.

ROUNDTABLE/HUDDLE PROGRAM (ANY YEAR)

1. Be an active registered commissioner.
2. Be certified by the Dean of the RTCS program as having satisfactorily completed the prescribed course of study for the degree at the Piedmont- Appalachian College of Commissioner Science.

CANDIDATE FOR DOCTOR OF COMMISSIONER SCIENCE (CDCS- THIRD YEAR)

1. Be an active, registered commissioner with at least one year of active commissioner service since receiving the MCS Degree.
2. Be certified by the Dean of the CDCS Program as having satisfactorily completed the prescribed course of study for the degree at the Piedmont-Appalachian College of Commissioner Science. This recognition may only be earned by completion of the required course of study at the Piedmont-Appalachian College of Commissioner Science and may not be awarded for work completed in another council's college. The specific requirements to complete the CDCS course(s) are:
 - Complete the CDCS course curriculum as prescribed for the session(s) attended.
 - Select a research project topic for a Doctoral paper which is approved by the Faculty of the Doctoral Program. (Please come to class with 3 or 4 ideas for a doctoral study/project.)
 - Agree to meet the submission and completion dates and other requirements as designated in the course materials.

DOCTOR OF COMMISSIONER SCIENCE (DCS – FOURTH YEAR)

1. Be an active, registered commissioner with at least one year of active service since receiving the CDCS Degree.
2. Serve one year on the staff of the College of Commissioner Science.
3. Present a dissertation approved by the Doctoral Review Board.

PIEDMONT-APPALACHIAN COLLEGE OF COMMISSIONER SCIENCE
BACHELOR OF COMMISSIONER SCIENCE PROGRAM (FIRST YEAR)
DEAN: ANNA L. BOOHER, SEQUOYAH COUNCIL

- BCS 102 Unit Charter Renewal: Review of plan for re-registering units on time with minimal membership loss. Role of commissioner in achieving on-time charter renewal. (2 Hours)
- BCS 103 The Commissioner and the District: Interaction of commissioner with district executives and district committees. District and council operations.
- BCS 115 Commissioners and Diversity: An overview of a Commissioner's need to be aware of the wonderful diversity that is present in the BSA.
- BCS 104 Unit Visitation: Insight on effective unit visits, what to look for, how to be a help and not a hindrance.
- BCS 105 Practical Solutions to Common Unit Needs: Understand how to respond to unit needs. Become familiar with Unit Commissioner Worksheets and Commissioner Helps for Packs, Troops, Posts, Crews, and Teams.
- BCS 106 A Commissioner's Priorities: Priorities for unit commissioner's Scouting time and energy, steps in handling unit problems, unit finances and the Quality Unit Award.
- BCS 108 Effective Roundtables/Huddles: An overview of Cub and Boy Scout Roundtables/Huddles.

PIEDMONT-APPALACHIAN COLLEGE OF COMMISSIONER SCIENCE
MASTER OF COMMISSIONER SCIENCE PROGRAM (SECOND YEAR)
DEAN: GLENN STONER, PALMETTO COUNCIL

- MCS 301 No-Lapse/No-Drop Commitment: Participants will explore why units lapse or drop and how to prevent it, how to develop a no-lapse/drop plan for a district, and why it is so important.
- MCS 302 Unit Finance: An overview of the Unit Budget Plan, who pays for Scouting at all levels, a variety of successful unit money-earning projects, and how to assist units with special financial needs. Emphasis on FOS, Popcorn, and Scout Show ticket sales.
- MCS 303/304 Commissioner Lifesaving Skills: The why's and how's of basic lifesaving steps to save a unit.
- MCS 308 Venturing (Exploring) and the Commissioner: An overview of the commissioner's commitment, support, and helps available.
- MCS 307 Webelos to Scout Transition: This session details the Pack/Troop Relationship, Joint Activities, Early Spring Graduation, From Den To Patrol, Webelos Tracking, and the role of the Webelos Den Chief.
- MCS 306 Counseling Skills: This session presents counseling as an effective method for commissioners to help units succeed. It covers many elements of effective counseling.
- MCS 402/403 Recruiting New Commissioners/Orienting and Training: This session details where to find new commissioners, how to recruit and what training is available to them.
- MCS 405/406 Effective Unit Service in Inner City Communities and Far-flung Rural Areas: This class focuses on service, how to overcome unit needs, how to recruit unit adults and other options for these areas.

PIEDMONT-APPALACHIAN COLLEGE OF COMMISSIONER SCIENCE
CUB/BOY SCOUT/VENTURING ROUNDTABLE/HUDDLE PROGRAM
(ANY YEAR)

DEAN: DON LEE, GREAT SMOKY MOUNTAIN COUNCIL

- RTCS 201 Effective Roundtable/Huddles I: This course will give in depth training on the structure and basic ingredients of successful Roundtable/Huddles, also the planning of top-notch Roundtables and Huddles. (2 hours)
- RTCS 202 Counseling Skills: This course will give Roundtable/Huddle Commissioners and Staff the basics of counseling unit leaders who may come to them with problems or questions. It will show them the proper way to handle situations that may arise at Roundtables/Huddles
- RTCS 203 Effective Roundtable/Huddles II: This course will go into more detail about how to publicize and promote Roundtables/Huddles, choose locations, plus other information. (2 hours)
- RTCS 204 Recruiting New Roundtable/Huddle Commissioners and Staff:
This course covers the different types of recruiting new personnel and the tools to help in your recruiting efforts.
- RTCS 205 Orienting and Training Roundtable/Huddle Commissioners and Staff: This course covers the time frame for training of the Roundtable/Huddle Commissioners and Staff, the resources for these courses, etc.
- RTCS 206 Advanced Roundtable/Huddle Leadership:
This course goes into detail on resources for recruiting a full staff, evaluating your Roundtables/Huddles, finances for Roundtables/Huddles, among other items.

PIEDMONT-APPALACHIAN COLLEGE OF COMMISSIONER SCIENCE
CANDIDATE FOR DOCTOR OF COMMISSIONER SCIENCE (3RD YEAR)
DEAN: JERRY GMYR, DANIEL BOONE COUNCIL

PHD 611 How to Identify a Need in Scouting that Might be a Dissertation Topic?

PHD 612 What is a PROJECT and how do You Design it?

PHD 613 What is a STUDY and how do You Develop One?

PHD 614 What are Your Potential Research Sources and Tools?

PHD 615 Discussion of Individual Topic Selections (2 hours)

PHD 617 How to Assemble and Write the Dissertation (2 hours)

This 8-hour series of discussions is specifically designed to help the Doctoral Candidate select and define a dissertation topic to solve a Scouting problem. The Candidate will consider ways of developing a project to accomplish, or a study which solves that problem. Candidates learn about sources of information and help and how to complete a report (their dissertation) that describes their solution for the Scouting problem. (Please come to this class prepared with 3 or 4 ideas for a doctoral thesis/project.)

PIEDMONT-APPALACHIAN COLLEGE OF COMMISSIONER SCIENCE
DOCTOR OF COMMISSIONER SCIENCE PROGRAM (4TH YEAR)
DEAN: LLOYD SWIFT, DANIEL BOONE COUNCIL

PHD700 Presentation of Completed Dissertations: Candidates will make presentations of his/her completed dissertation on Saturday during the Entertainment Period. Each Candidate must have served in a staff position. Degrees and black neckerchiefs will be presented at the Graduation Ceremony on Sunday.

PIEDMONT-APPALACHIAN COLLEGE OF COMMISSIONER SCIENCE
POSTGRADUATE STUDIES (CERTIFICATE)

This certificate may be earned as often as a participant desires (whether or not the doctor's degree has been completed). Prerequisites: Completion of the Master degree, current registration as a commissioner. Course Requirements: Completion of any eight additional hours of instruction or participation at any program level. Postgraduate programs will include the regular program level course options plus:

- Religious Awards Programs
- Job of the District and Assistant District Commissioner
- Recruiting and Motivating New Commissioners
- Topics on Unit and District Support
- National Parent Initiative
- Advance Venturing