Institute types

Residential institutes
In-person, non-credit courses, taught by university faculty in Madison, Wisconsin. Each residential institute is 2-5 days in length and offered as a fall or spring session program.

Online institutes
Offered as asynchronous, hybrid, or as a live virtual classroom, each online institute is structured for accessibility and flexibility within a registration deadline, class start date, and class end date.

On-demand institutes
Always available and the most flexible online learning opportunity; giving students online course access 24/7, for up to six months, to explore and complete the institute material. Visit schoolforworkers.wisc.edu for a list of current on-demand institutes available.

Trends in U.S. Union Organizing
Hybrid online institute
Mon, Sep 26 - Sun, Oct 16, 2022
Tuition: $200 | Register by: Sep 19

Intro to Worker’s Compensation
Residential institute
Mon, Oct 17 - Tue, Oct 18, 2022
Tuition: $550 | Register by: Sep 30

Advanced Worker’s Compensation
Residential institute
Wed, Oct 19 - Fri, Oct 21, 2022
Tuition: $650 | Register by: Sep 30

Essentials of Union Leadership
Asynchronous online institute
Mon, Oct 31 - Sun, Nov 20, 2022
Tuition: $200 | Register by: Oct 24

Time Study
Residential institute
Mon, Nov 7 - Fri, Nov 11, 2022
Tuition: $1,050 | Register by: Oct 21

Preparing for Bargaining
Residential institute
Mon, Dec 5 - Tue, Dec 6, 2022
Tuition: $550 | Register by: Nov 18

At the Table: The Negotiation Process
Residential institute
Wed, Dec 7 - Fri, Dec 9, 2022
Tuition: $650 | Register by: Nov 18
I n s t i t u t e i n f o

The University of Wisconsin-Madison School for Workers provides education for workplace democracy and worker empowerment. Institutes are intended for union members, officers, and staff seeking to advance their knowledge and skills.

Registration and payment
Register by phone at 608-262-2112 or online at schoolforworkers.wisc.edu/register. Payments by credit card can be completed at our secured payment site charge.wisc.edu/schoolforworkers or send a check payable to UW-Madison to 610 Langdon St., Rm 229 / Madison, WI 53703.

Cancellation policy
To receive a full refund, a cancellation notification must be received no less than 48-hours in advance of the class start date for an online institute and 14 days before a residential institute start date. Notification can be made by calling 608-262-2112 or by e-mailing schoolforworkers@dcx.wisc.edu. When enrollment criterion is not met or conditions beyond control intervene, School for Workers reserves the right to cancel the institute. If the school cancels an institute, registrants will be notified and tuition is refunded in full; participants will be responsible for all their personal traveling arrangement costs. To see the full cancellation policy, visit schoolforworkers.wisc.edu.

Health and safety
School for Workers is committed to the health and safety of our students, faculty, and staff. As the COVID-19 pandemic response continues to adapt, School for Workers adheres to the guidance of the U.S. Centers for Disease Control and Prevention, Public Health Madison and Dane County, and the University of Wisconsin-Madison. If you choose to register for a residential institute with School for Workers you are agreeing to follow the latest guidelines in effect at the time of your institute - this may include masking, social distancing, testing, etc. Individuals who do not abide by the guidelines will not be able to participate in the institute.

Accessibility
UW-Madison provides equal opportunities in programming. If you are in need of an interpreter or have a disability and would like accommodations, contact the School for Workers office. Requests are confidential.

For more information or to register, visit schoolforworkers.wisc.edu/institutes.
Trends in U.S. Organizing

Lately, it seems that union organizing is busting through all of our newsfeeds. We are seeing new industries organizing - some with success and others not so much - and traditional union workers organizing with greater urgency. In this institute, we will examine the recent trends, successes, and roadblocks organizers are facing. We will also explore the impact of COVID-19, the economy, and certain legal policies that affect labor rights. Two live classroom sessions will be held online for discussion and activities on October 6 and 13 from 4:30 - 6:30 p.m. central time.

Intro to Worker’s Compensation

This institute is intended to provide the basics of the Wisconsin State Worker’s Compensation Law. Participants will hear from faculty, representatives of the Department of Workforce Development, and attorneys specializing in representing workers. You will learn about:

- Rights and obligations
- Worker’s Compensation administration
- Recent and upcoming legal changes
- Filing claims and medical releases
- Participants’ workplace experiences
Advanced Worker’s Compensation

Improve your skills in representing injured workers with an in-depth examination of filing claims and representing workers before administrative law judges at the Department of Workforce Development. This institute is intended for representatives with a working knowledge of Wisconsin’s Worker’s Compensation system, whether from previous instruction or job-site experience. Participants will apply their new skills in a mock hearing before an administrative law judge. You will learn about:

- Benefit calculations for injured workers
- General licensing and permissions needed to represent injured workers
- Common pitfalls experienced by workers in attempts to receive benefits

Essentials of Union Leadership

What should every union leader know – whether they are an officer, a board member, a committee member, or a union member who simply wants to know how their union functions? This 100% online class will provide you with the fundamental knowledge you need to perform any leadership role. You will learn about:

- Economic and political environments for unions today
- Union functions and roles of officers
- Legal and financial basics
- Effective meetings

Time Study

Participants gain knowledge of the various systems used to establish a fair day’s work and incentive production standards. Instruction covers the theories, assumptions, and applications of stopwatch time study, including conducting stopwatch time studies, the steps required to calculate and audit production standards, and strategies for handling standards grievances and negotiating standards contract language. You will learn about:

- Performance rating and allowance factors
- Production standards and incentive calculations
- Proper use and application of stopwatch for timing
- Standard data and predetermined motion-time systems
- Handling grievances and bargaining contract language

Preparing for Bargaining

What are the things your union needs to accomplish before you sit down to negotiate with your employer? This institute will guide you through the steps of preparing for collective bargaining in a way that positions you for success. You will learn about:

- Factors that influence bargaining
- The bargaining process
- Research and proposal costing
- Mobilizing members
- Developing a bargaining plan and campaign
Class location and lodging
Residential institutes are held at the University of Wisconsin-Madison Pyle Center. The center is located on campus at 702 Langdon St., Madison WI 53706. A block of hotel rooms are available for class participants to reserve on campus at the Fluno Center, located at 601 University Ave., Madison, WI 53715. Participants are responsible for arranging their own lodging and parking. We encourage you to secure your lodging soon after registering for your class to ensure a hotel room for your stay in Madison. To reserve your room call the Fluno Center directly at 608-441-7117 and reference your institute for the block rate. If you need parking, inform the center when you book your room.

At the Table: The Negotiations Process
Your union has done its planning and preparation, and now it is time to negotiate. What does this look like? This institute will educate you about what a union does during the bargaining process in its effort to reach a successful settlement. You will learn about:
- Bargaining table do’s and don’ts
- Consensus decision-making
- Labor law and bargaining in good faith
- Member activities

Residential institute
Dec 7 – 9
Wed-Thu, 8:30 a.m. – 4:30 p.m.
Fri, 8:30 a.m. – 12:00 p.m.
Tuition: $650
Register by: Nov 18
Room block closes: Nov 4

Bundle and save!
Register for two classes held in the same week and save at registration! Bundled tuition is only $1,050.

Intro to Worker's Compensation
Advanced Worker's Compensation
Preparing for Bargaining
At the Table: The Negotiations Process