School for Workers
UNIVERSITY OF WISCONSIN–MADISON
Program guide
fall 2024
Institute types

Residential institutes
In-person, non-credit courses, taught by university faculty in Madison, Wisconsin. Each residential institute is 1-5 days in length and offered as a fall or spring session program.

Online institutes
High-quality, non-credit courses developed for accessibility and flexibility. The institutes are structured into weekly instructional units, containing readings, short videos, activities, and student discussion boards. Faculty are actively involved in the course throughout the units.

On-demand institutes
Comprehensive, online courses developed by university faculty on a user-friendly platform. Students can access the course 24/7, for up to six months after registration, to explore and complete the course material at their own pace. University faculty and staff are available for support throughout.
Registration and payment

Register by phone at 608-262-2112 or online at schoolforworkers.wisc.edu/register. Credit card payments can be made at charge.wisc.edu/schoolforworkers or send a check payable to UW-Madison to 610 Langdon St. Rm 229, Madison, WI 53703.

Class location and lodging

Residential institutes are held at the University of Wisconsin-Madison Fluno Center, located at 601 University Ave., Madison, WI 53715. A block of hotel rooms is also available for class participants to reserve at the Fluno Center. 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. If you need parking, inform the center when you book your room.

Cancellation policy

To receive a full refund, cancellation notification must be received 14 days before a residential institute and 48-hours before an online institute start date. On-demand institutes are non-refundable. Notification can be made by calling 608-262-2112 or by e-mailing schoolforworkers@dcs.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.

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.
Production Standards
Hybrid online institute
Oct 7 – 28 | Zoom sessions on Oct 9, 16, and 23 at 6:30 p.m. (CT)
Tuition: $225 | Register by: Sep 23

This three-week hybrid course explores the genesis of production standards, the scientific management theory of Fredrick Taylor, the fundamentals for setting production standards, and the characteristics of various systems in use today. Developing a union philosophy around the use of standards and how these systems intersect with grievance procedures and contract bargaining is also discussed.

This online institute utilizes class materials, short videos, activities, and student discussion in three one-week modules. Participants can access the course whenever it fits their schedule, 24 hours a day, 7 days a week. Participants will spend time working on their own during the weeklong modules, and there will be optional live Q/A sessions via Zoom on Oct 9, 16, and 23 from 6:30 – 7:00 p.m. (CT).
Residential institutes

Intro to Worker’s Compensation
Residential institute
Oct 22 | Tue, 8:30 a.m. – 4:30 p.m.
Tuition: $385 | Register by: Sep 13

This one-day course 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 experience

Advanced Worker’s Compensation
Residential institute
Oct 23 – 25 | Wed – Thu, 8:30 a.m. – 4:30 p.m. and Fri, 8:30 a.m. – 12:00 p.m.
Tuition: $950 | Register by: Sep 13

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 the Wisconsin Worker’s Compensation system, whether from previous instruction or job-site experience. This class can be combined with the Intro to Worker’s Compensation for a refresher before diving deeper. 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

Collective Bargaining Institute
Residential institute
Dec 9 – 13 | Mon – Thu, 8:30 a.m. – 4:30 p.m. and Fri, 8:30 a.m. – 12:00 p.m.
Tuition: $1,095 | Register by: Nov 8

This comprehensive training program will prepare your union’s negotiating team with the knowledge and skills needed for the entire bargaining process. Participants will enjoy detailed educational presentations and engage in discussions and hands-on exercises, including a negotiations simulation. We will learn about:

- Sources of bargaining power
- Preparation, planning, and research
- Labor law for collective bargaining
- Writing contract language and costing economic proposals
- Bargaining table conduct and tactics
- Maximizing member involvement and communications
On-demand institutes

20th Century Labor History
On-demand institute | Tuition: $99

History can provide critical lessons for today. Through the exploration of recent labor history, learn not only the ‘what’ but the ‘how’ and ‘why’ unions and workers’ rights have evolved to what we know today. Explore the U.S. labor movement’s modern victories and defeats, seeking lessons to point a way forward. Topics include:
- How the National Labor Relations Act came about
- The surge of labor organizing in the 1930s and 1940s
- The growth of unions in the public sector
- The impacts of the PATCO strike, globalization, and the transformation of work
- Signs of future labor movement renewal

Essentials for Union Stewards
On-demand institute | Tuition: $99

Union members know their workplaces better than anyone, and effective stewards are one of a union’s most important assets. Stewards are the eyes, ears, and embodiment of the union in the workplace. This Essentials for Union Stewards institute is designed to prepare members to understand labor in the economy, know their legal rights, recognize potential grievances, and investigate and assist bargaining unit members in the workplace and in grievance or investigatory meetings. The institute is self-guided and accessible 24/7, giving students the flexibility to study and learn at their own pace. Becoming a steward requires taking on more responsibility than being a member, but this class prepares students to confidently fulfill that role and find the satisfaction of making a real difference in their workplace.

Fundamentals of the Family Medical Leave Act
On-demand institute | Tuition: $99

Most workers understand that employees at workplaces with 50 or more employees have the right to take up to 12 weeks of unpaid time off for either their own serious health condition or that of a close family member. But applying the Family and Medical Leave Act (FMLA) in practice gets complicated. Which employers are covered? Who are close family members? What conditions are covered? How does leave taken during COVID-19 interact with FMLA? This course is designed for any worker curious to know more about the FMLA and worker representatives responsible to help workers navigate the process to learn the essentials of workers’ FMLA rights.

Learn more and register at schoolforworkers.wisc.edu.
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education for workplace democracy