FALL 2011 LABOR EDUCATION OFFERINGS

Running Effective Meetings/Parliamentary Procedure
November 14, 2011 – 7:00 p.m. – 10:00 p.m.  UAW Local 602 / 2510 W. Michigan, Lansing.
This class will give you a quick overview of planning and running effective meetings, both large and small, including the basic rules of Parliamentary Procedure. -- $20.00

Basic Steward Training
On-Line beginning October 17, 2011 through November 14, 2011
Four lessons for new stewards featuring video clips, written materials and exercises. Each of the four topics, “The roles, responsibilities, and rights of the steward;” “Solving problems: gripes, concerns, and grievances;” “Grievances: writing the grievance, following the steps, representing the member;” and “Disciplinary Action: investigation, preparation, representation” will take approximately two hours to complete. (Eight hours total) $50.00

Advanced Steward Training
On-Line beginning November 15, 2011 through December 12, 2011
Four lessons offered to help union stewards advance their skills. Topics include: time and attendance investigation, drug and alcohol offenses, preparation for arbitration, and mobilizing members. Each of the lessons will take approximately two hours to complete. (Eight hours total)-- $50.00

A Union Member’s Guide to the Affordable Care Act
On-line beginning October 17, 2011
Few issues have generated as much controversy – or are more important to the future health (of both people and our economy) as the 2010 Affordable Care Act. Although a number of important provisions have already taken effect, the most important changes begin to phase in 2014. We will explore the provisions and timeline of the Act and how collective bargaining may be affected. (Two hours total) --$20.00

Effective Responses to Privatization Initiatives
On-line beginning October 17, 2011
Many unions representing municipal workers, teachers, and other public sector workers are again facing the moves to privatize part or all of the work their members perform. We will explore how unions can respond in ways that protect the interests of both the public and their members, including conducting public education campaigns and deciding whether to bid for the contract. (Three hours total) --$20.00

“You’ve Won the Election!”: What Every Union Officer Needs to Know Now
October 26, 2011 (8:00 a.m. – 5:00 p.m.) Michigan AFL-CIO Building, 419 S. Washington, Lansing.
To be effective, a union officer must know more than ever about finances, reporting, supervising, media communications and problem solving. Just as important, a new union officer must have or begin to develop skills in solving members’ problems and addressing management issues. During this one day workshop, you will have the opportunity to 1) practice skills that will help you get through tough situations with management AND your own union members, 2) network with other recently elected union officers and, 3) engage in a discussion with a panel of seasoned union officers, getting answers to your most burning questions. --$75.00 (includes lunch)

FMLA: Your Rights and Responsibilities
On-line available beginning October 17, 2011.
The Family and Medical Leave Act (FMLA), a key legal tool in providing work-life balance provides unpaid leave for an employee with certain medical conditions, to care for a family member with the same medical conditions, for the birth or adoption of a child, or for military families under certain conditions. FMLA is very popular with employees, but can be a source of conflict with managers. This course is helpful to employees who want to learn their rights, and to union officers and staff who represent employees with FMLA grievances. -- $20.00
Medical Marijuana and Work: Implication for Employers and Unions
November 2, 2011  8:30 a.m. – 4:30 p.m.  Marriott Hotel, 300 MAC, East Lansing
Is your workplace prepared for the employee who uses medical marijuana to treat a serious medical condition? Learn the latest on the implications of medical marijuana on employment. This joint Labor/Management program includes: the medical perspective from an occupational physician, legal updates, discussion of collective bargaining concerns, and a panel of employer and union representatives sharing their experiences. $125.00 (includes lunch)

SAVE THE DATE FOR OUR EMPLOYMENT LAW UPDATE CONFERENCE
March 1, 2012 – Kellogg Hotel – MSU Campus

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Fall 2011- Registration Form

Check box to indicate which program(s) you are registering for:

☐ Running Effective Meetings - $20.00
  Lansing, MI (UAW Local 602)
  November 14, 2011

☐ Basic Steward Training - $50.00
  On-line

☐ Advanced Steward Training - $50.00
  On-line

☐ Affordable Care Act - $20.00
  On-line
  October 17, 2011

☐ Response to Privatization Initiatives -
  $20.00
  On-demand Webinar
  October 17, 2011

☐ You've Won the Election - $75.00
  Lansing, MI (AFL-CIO Bldg)
  October 26, 2011

☐ FMLA: Your Rights/Responsibilities -
  $20.00
  On-line
  October 17, 2011

☐ Medical Marijuana and Work*- $125.00
  East Lansing, MI (Marriott Hotel)
  November 2, 2011

Name: __________________________________________

Union or Employer ____________________________  Local # __________

Address: __________________________________________

Phone: ____________________________  Email: __________________________

Name (2nd registrant) __________________________________________

Union or Employer ____________________________  Local # __________

Address: __________________________________________

Phone: ____________________________  Email: __________________________

Amount due: ____________________________

To register by phone: 517-355-5071
To register by FAX: 517-355-7656
To register by mail: LEP, 414 S. Kedzie Hall, MSU, East Lansing, MI 48824
To register by website: www.hrler.msu.edu/laborEd/workshops.php