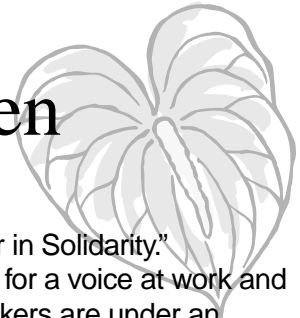


30th Annual Western Regional Summer Institute for Union Women

June 16-20, 2011 • Honolulu, Hawai‘i



The Hawai‘i planning committee welcomes our union sisters from the western U.S. and Canada to Honolulu, Hawai‘i for the 30th Western Regional Summer Institute for Union Women (SIUW). Please join us for four stimulating and challenging days of education, skill building, solidarity and fun.

The SIUW celebrates the solidarity of union women and crosses the boundaries of age, race, occupation and nation. We invite all union women whether their union is independent, affiliated with the AFL-CIO or affiliated with another labor organization.

This year’s theme is “Standing Together in Solidarity.” Today, the right to bargain collectively for a voice at work and the benefits achieved by middle class workers are under an organized attack. Now more than ever, it is important to take advantage of every opportunity to increase your knowledge and skills through educational programs.

The Institute uses a variety of learning approaches. The in-depth multi-day core classes hone skills and deepen knowledge. One-day workshops focus on specific skills or issues. Other activities enable women to work together and learn from each other.

Classes are offered at every level from beginner to advanced. The instructors are experienced, dynamic and highly respected labor educators from unions and universities who understand the importance of using a hands-on, interactive educational approach. All classes are taught in a supportive environment to enable women to network and share ideas, strategies, information and experiences.

Core Classes

- 13.5 hours of instruction in each core
- Indicate your first and second choice

Leadership Skills for New Leaders

For new or aspiring leaders. Learn essential leadership tools including communication skills, problem-solving, shaping and carrying out a pro-active agenda, the basics of internal organizing and mobilizing members for action, and balancing union, work, and family demands. We will examine the unique challenges facing women union leaders and come up with strategies to get the support you need.

Bargaining in Tough Times

For everyone. Successful negotiating requires knowing what your members want, organizing them to show their determination, researching and preparing persuasive arguments, writing proposals and counter-proposals, understanding and using labor laws effectively, bargaining skillfully at the table and closing the deal. The class will introduce all these aspects of collective bargaining in both the public and private sector negotiating contexts.

Uniting for Action - In Defense of Unions, Government, and Public Employees

For experienced union leaders and others interested in learning more about the complex issues facing labor. The economy is a mess and an alarming number of states are blaming unions for their problems. What can we do to fight back? Understand what’s really going on and develop

strategies to respond. Learn and practice how to best talk about government, the economic crisis, public goods and the crucial importance of unions. Also learn strategies for long term planning and building ongoing relationships with other organizations to stop the assault on unions and middle class workers.

Effective Grievance Handling

For everyone. All the essential aspects of grievance handling including investigation, analysis and evaluation of the evidence, applying standards of discipline and discharge, writing up the grievance, and presenting an organized case to management. Learn to proactively problem solve issues with management which may not be contract violations but need resolution, and learn how to use grievances as a union building tool.

Internal Organizing and Solidarity Building

For everyone. Times were tough enough before Wisconsin. Now they are even tougher, but the challenges also present a opportunity to survive and grow our union power. Power at work means mobilizing members to fight in the political arena or for a fair contract. Learn the basics of energizing, organizing and mobilizing your members to get out the union message. Explore concrete strategies to maintain an informed, active membership in order to build long term union participation and solidarity.

Short Workshops

- 3.5 hours of instruction in each workshop
- Indicate your first and second choice for Day 1 and Day 2

DAY 1

Talking to Management

For stewards representing members at a step one grievance meeting. Learn your rights as a union steward, how to identify issues, gather and organize your facts, listen effectively, ask relevant questions and present your case to management.

Organizing Actions & Street Heat

Petition campaigns, button days, large-scale rallies . . . these and other actions can be fun and effective ways to pressure employers to resolve problems. Learn the nuts and bolts for planning effective actions for maximum participation. Get fired up and learn how to fire up others!

Using the Law to Build Union Power: Workplace Discrimination

Workplace discrimination and harassment are of particular concern to union women. Learn about all forms of discrimination and how to best represent your members. Information on recent legal developments with special attention to issues affecting unions will also be included.

Is Your Contract LGBT Inclusive?

Explains economic and non-economic language to ensure your LGBT members are included under all contract benefit areas. Also presents basic awareness, sensitivity and messaging for LGBT concerns. Bring your contract for an exercise to assess where it could be more LGBT inclusive.

Using the Law to Build Union Power: Representation and Protection

Covers the labor laws which protect union steward and member rights, as well as employment laws like FMLA and OSHA. The increased threat from Right to Work laws will also be discussed.

Raising Your Voice for the Union

There is no denying the energy and inspiration of singing and chanting at rallies and picket lines. Whether you already lead singing or chanting or can't see yourself leading others in song, this is the workshop for you! Learn how to use songs and chanting in your actions back home. Come get inspired and learn how to inspire others.

DAY 2

Dealing With Bully Bosses and Other Difficult People

As a union leader, it is important to know how to defuse bully bosses and other personality types who add to workplace stress. Learn effective communication and interpersonal strategies to deal effectively with these difficult people.

Reaching Your Members: Is the Union Newsletter Obsolete?

Tweets definitely have their place, but they cannot replace your newsletter for educating and inspiring your members if you know how. Whether hard copy or online, learn about writing and editing, handling sensitive or controversial issues, photography, graphics, legal issues, setting editorial policy and more.

Women's Role in Labor History

Women have played a vital role throughout the fight for worker justice, yet few of us know very much about this rich history. Learn women's stories and become inspired by their many sacrifices and contributions.

Tech Tools for Busy Activists

Whether beginner or advanced there's something for you. Learn to use a bunch of free web based tools such as When Is Good, Doodle, Wiggio, Zoho, Dropbox, SurveyMonkey and Twitter. Watch the demos, or bring your laptop for hands on practice.

Building Community Coalitions

To deal with today's complex and interconnected issues, unions can no longer go it alone. Learn practical strategies for building relationships with community partners, reframing union and worker issues as community issues, and creating alliances for the long haul.

Survive and Thrive: Or How to Be a Union Activist and Still Have a Life

It is important to find balance between your union work, family life, and other interests. Explore strategies for dealing with stress, managing time, and more, as you juggle your multiple commitments to family, friends, and union activism.

Registration Information

The Institute will be held at the Ala Moana Hotel, which is between downtown Honolulu and Waikiki and directly across the street from the International Longshore and Warehouse Union (ILWU). Ala Moana Hotel employees are proud members of UNITE H.E.R.E. Local 5.

SIUW Registration Fee

The registration fee is \$320. It includes four breakfasts, four lunches, one dinner, all class materials and special events.

To register, complete the attached registration form including your workshop choices and payment in full. The mailing address is on the registration form.

Payments must be by check. Make checks payable to Hawai'i State AFL-CIO. Registration forms can also be downloaded at:

<http://clear.uhwo.hawaii.edu/>

Click on SIUW 2011

Confirmation and additional information will be sent when your registration form and payment in full are received and you have made your hotel room reservation, if applicable. Places cannot be held without full payment of registration and completion of your hotel reservation.

Registration Deadline

The registration deadline is May 16, 2011.

Meeting the May 16 registration deadline cannot be overemphasized. Unsold rooms in our reserved room block must be forfeited to the hotel by the end of business on May 16. If you register after May 16, sleeping rooms may not be available.

It is common for many participants to wait until the 11th hour to register, but procrastinators are likely to be disappointed. Hotel rooms may be sold out and classes filled. **Early registration ensures you a space in this year's Institute.**

Important dates and times

The Institute includes four full days of instruction and activities over a five-day period beginning at 5:00 p.m. on June 16 and ending at 3:00 p.m. on June 20.

Thursday, June 16

- 12:00 p.m. SIUW Registration begins
Ala Moana Hotel, Carnation Room
- 3:00 p.m. Hotel check-in begins
Early check-in is possible if rooms are ready
- 4:30 p.m. Orientation for mainland participants
Ala Moana Hotel, Carnation Room
- 6:00 p.m. Opening session & dinner
ILWU Union Hall

June 17, 18, and 19

- 8:30 a.m. to 5:00 p.m. Core classes, workshops,
and other activities
- After 5:00 p.m. Free time

June 20

- 8:30 to 11:30 a.m. Core classes
- 11:30 a.m. Hotel check-out
A special luggage check will be available
- 12:15 to 3:00 p.m. Lunch and graduation

Validated Parking

Validated parking is \$6 per day and available for commuters only. If you rent a car, hotel parking is \$20 per 24 hour period.

Cancellations, Refunds and Substitutions

Cancellations received by May 20 will be refunded in full. Cancellations received by May 31 will be refunded at 50%. No refunds after May 31. Substitutions are allowed, but names should be submitted by June 9 if possible. All refunds will be processed after the Institute.

Scholarships

A limited number of scholarships are available and will be distributed on the basis of financial need. Contact Adrienne Valdez (avaldez@hawaii.edu) at the University of Hawai'i - West O'ahu for more information and an application form or download from: <http://clear.uhwo.hawaii.edu/> Click on SIUW 2011.

For additional information

Contact Adrienne Valdez at the Center for Labor Education and Research at 808-454-4781 or e-mail avaldez@hawaii.edu.

Hotel Information

Hotel Registration: Please read carefully

Participants must make their own hotel reservations and pay their hotel bill directly to the hotel at check-out. SIUW will not be an intermediary for your room reservation except to assist if you run into difficulty trying to reserve your room.

You may register online by using this link:

https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=3294907

Or you may call Ala Moana Hotel Reservations and use Group Code **DWOMEN**.

Toll Free: (800) 367-6025
On Oahu: (808) 955-4811

The SIUW room block is in the Waikiki Tower for **\$129/night (\$147 including tax)**. If you plan to split costs with a roommate, the per person cost for the four nights of the institute (June 16, 17, 18, and 19) is **\$294 each** (tax included). A single room for four nights will cost \$588 (tax included).

The hotel will honor the \$129/night rate for four days before and four days after the Institute as long as rooms are available.

The Ala Moana Hotel is entirely a smoke free facility. All Waikiki Tower rooms feature a balcony and either two double beds or one king bed. All rooms have a refrigerator, coffee maker, and free internet access. Visit www.alamoanahotel.com for a complete list of amenities.

Important facts about the online hotel registration system

1. The system is very easy to use.
2. If you are sharing a room, the first name inputted becomes the primary person. A room confirmation will be sent to both women if you provide email addresses, but the confirmation to the second

person will still have the primary person's name in the body of the confirmation, not her own. Rest assured both of you will be registered.

3. The primary person must provide a credit card number to hold the room, but the card will *not* be charged.
4. In order to add the second person's name to the record, be sure to select 2 adults in the pull-down menu. A box will appear to add her name.
5. In order to add the second person's mailing address, unclick the box beside "Use same contact information."
6. In the "Additional Requests" box indicate if you want two double beds or a king bed.
7. In the "Additional Requests" box request to have the bill split at check-out.
8. If your union wants to pay for your hotel room with a union credit card, your union needs to call hotel reservations at **1-800-367-6025** and request a Credit Card Authorization Form, fill it out and send or fax the form to the hotel. The hotel cannot charge the union credit card unless the Authorization Form is on file.
9. Cancellations must be done at least **72 hours before the arrival date** to avoid a penalty.

Finding a roommate

If you need to share a room, there is a place on the SIUW registration form to request help finding a roommate. SIUW will put you in touch with another participant who is also requesting a roommate.

If your roommate has to cancel at the last minute or if SIUW cannot find you a roommate, you will *not* become responsible for paying for the entire room. In no case will you be responsible for paying more than \$294 for your hotel room, which is the cost for half of a double occupancy room. SIUW will find you another roommate or pay for half of the room if a roommate cannot be found.

FOR MORE INFORMATION:

Call Adrienne Valdez at (808) 454-4781 or e-mail avaldez@hawaii.edu
Visit <http://clear.uhwo.hawaii.edu/>—click on **SIUW 2011**

Summer Institute for Union Women
June 16-20, 2011, Honolulu, Hawai'i



Registration Form—Deadline: May 16, 2011

_____ name

_____ mailing address _____ city _____ state _____ zipcode _____ country

_____ daytime telephone #

_____ evening telephone #

_____ cellular telephone #

_____ e-mail address

_____ best way and time to contact me

You have my permission to include my name and contact information in the participant directory _____ signature

_____ name of union

_____ current position in union

_____ how long?

_____ past position(s) in union

_____ total # of years

I need help finding a roommate

Check the food groups you do NOT eat: red meat poultry pork fish shellfish

eggs dairy other _____ Other special dietary needs _____

Disability accommodations needed: _____

Registration Fee is \$320

Payment must be by check. Make checks payable to Hawaii State AFL-CIO. Hotel reservations must be made directly with the Ala Moana Hotel. Read the information on hotel registration on page 4 carefully.

Core Class (indicate 1st and 2nd choice)

- ___ Leadership for New Leaders
- ___ Bargaining in Tough Times
- ___ Defending Unions & Government
- ___ Basic Grievance Handling
- ___ Organizing & Solidarity Building

Short Workshops (indicate 1st and 2nd choice for each day)

Day 1

- ___ Talking to Management
- ___ Organizing Actions
- ___ Discrimination Law
- ___ LGBT Inclusive Contracts
- ___ Using Labor Law
- ___ Raising Your Voice

Day 2

- ___ Difficult People
- ___ Newsletters/Websites
- ___ Women's Labor History
- ___ Tech Tools for Activists
- ___ Community Coalitions
- ___ Survive and Thrive

- **Make checks payable to: Hawaii State AFL-CIO**
- **Mail registrations and payment to:
CLEAR, University of Hawai'i - West O'ahu
96-043 Ala 'Ike, Pearl City, HI 96782**

HOSTED BY: Center for Labor Education and Research (CLEAR), University of Hawai'i - West O'ahu
SPONSORED BY: United Association for Labor Educators, Hawai'i State AFL-CIO, and ILWU Local 142