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10000 New Hampshire Avenue  
Silver Spring, MD 20903

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LABOR  
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## 2007-2008 COURSE SCHEDULE

**ENROLL  
TODAY!**

This 2007-2008 National Labor College (NLC) course schedule offers more opportunities than ever for you to complete your college degree or simply enhance your skills as a union leader.

As an accredited college, we offer a degree completion program for union members who have some college credit or other experience that can count for college credit. You may not know it, but military and apprenticeship training, knowledge and skills you learned at work and other past learning experiences could be counted toward a degree.

Our union skills courses in areas such as organizing, collective bargaining, contract writing, arbitration or union administration teach union leaders and staff how to excel in areas that make their union stronger.

For more information about our bachelor's degrees or union skills programs, visit us at [www.NLC.edu](http://www.NLC.edu). Apply and register online or call us at 301-431-6400.

**Register today.**  
**We are ready when you are.**  
[www.NLC.edu](http://www.NLC.edu)

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For more information visit us online at  
[www.NLC.edu](http://www.NLC.edu)

or call the  
NLC's Academic Services Department at  
**301-431-6400**

You can also call us toll free at  
**1-800-462-4237**

## UNION SKILLS COURSES

### October 2007

13	Arbitration Preparation & Presentation: Picking the Right Cases and the Right Arbitrator
14-19	Secretary-Treasurers LM2 Requirements
21-26	Private Sector Bargaining
27	Steward Training
28-Nov. 2	Arbitration Preparation & Preparation: Level II

### November 2007

4-9	Organizing I
12-14	Grievance Mediation

### December 2007

2-7	Organizing in the Construction Industry Level I
2-7	Negotiating and Writing Contract Language

### January 2008

13-18	Arbitration: Preparation & Presentation Level I
20-24	Strategic Bargaining & Organizing Campaigns*
25-26	Developing a Media Strategy*
27-31	Workers' Rights- Advanced Grievance Handling*

### February 2008

17-22	Secretary-Treasurer's LM2 Requirements
24-29	Labor Law in the Construction Industry
24-29	New Union Staff Training

### March 2008

2-7	Train-the-Trainer for Workplace Safety & Health
2-7	Teaching Techniques I
9-13	Union Leadership, Administration & Member Organizing*
9-14	Strategic Grievance Handling
9-14	Organizing in the Construction Industry Level I
16-21	Organizing I
23-28	Secretary-Treasurer's Total Solutions

### April 2008

14-18	Labor Relations in the Federal Sector
20-25	Arbitration: Preparation & Presentation Level I
27-May 2	Negotiating with State & Local Agencies

### May 2008

11-16	Contract Negotiations in the Private Sector
18-23	Strategic Planning for Construction Organizing Level II

### June 2008

1-6	Negotiating & Writing Contract Language
22-27	Arbitration: Preparation & Presentation Level I

### July 2008

6	Brief Writing Level I (online) 7 weeks
11-13	The Three-Day Economist
13-18	Organizing in the Construction Industry
13-18	Secretary-Treasurer's LM2 Requirements

### September 2008

14-19	New Union Staff Training
14-19	Secretary-Treasurer's Total Solutions
21-26	Arbitration: Preparation & Presentation Level I
21-26	Closing the Deal
28-Oct. 3	Teaching Techniques I

### October 2008

5-10	Contract Negotiations in the Private Sector
5-10	Arbitration: Preparation & Presentation Level II
12-17	Secretary-Treasurer's LM2 Requirements
19-24	MOVE

### November 2008

16-21	Secretary-Treasurer's Total Solutions
17-19	Grievance Mediation
30-Dec. 5	Organizing I
30-Dec. 5	Organizing in the Construction Industry Level I

### December 2008

1-5	Labor Relations in the Federal Sector
7-12	Negotiating & Writing Contract Language
7-12	Contract Negotiation in the Construction Industry
7-12	Brief Writing Level II

Union Skills courses are offered to all whether pursuing a degree or not, and are usually taught on-campus over one-week. Most courses are two credits. A third credit can sometimes be earned by arranging additional assignments with the instructor.

\*These classes are taught in Santa Fe, New Mexico

All courses and schedules subject to change.

## BACHELOR'S 2008 WINTER TERM

### IN-RESIDENCE CLASS OFFERING

Courses begin and finish online January 7–April 25 and include on-campus residency February 2–8, 2008

#### SATURDAY-THURSDAY 3:30-6:30 p.m.

LBCR4500	Educational Planning
LBUA4900	Union Administration
LBCR4800	Senior Seminar
LBSH4620	Industrial Hygiene
LBPE4989	Where the Local Meets the Global (Domestic)

#### SUNDAY-FRIDAY 8:00-11:00 a.m.

LBCR4000	Introduction to Labor Studies
LBSH4601	Workplace Hazards and the Law
LBUA4030	Fiduciary Duties
LBST4030	Labor and the American Political System
LBUA4110	Healthcare Bargaining

#### SUNDAY-FRIDAY 11:15 a.m.-3:15 p.m. (Lunch Break 12:45-1:45 p.m.)

ENGL3001	Reading & Writing Critically
LBCR4700	Comparative Research Methods
LBHT4002	History of Labor and the Law
LBPE4986	Where the Local Meets the Global (Train-the-Trainer)
LBUS3080	Strategic Grievance Handling

LBCR4900 Senior Project (No class time scheduled)

March 7-8 Educational Planning (Sante Fe, NM)

All classes are 3 credits unless otherwise noted.

### ONLINE COURSE OFFERING (tentative)

These are completely online, no residency required

#### Semester: January 7–April 25, 2008

BTPS1050	Learning in a Digital World (7 weeks—2 credits)
BTPS4100	BTPS Educational Planning
ENGL4102	Labor in American Literature
COMP3010	Computer Skills for Trade Unionists Level I
COMP3011	Computer Skills for Trade Unionists Level II
LBED3410	Instructional Technology
LBED4432	The Adult Learner
LBHT4050	Leadership and Landmark Events in 20th Century Labor History (requires Provost's permission)
LBHU3000	Music Appreciation
LBSS3000	History of Communications, Culture and Technology
LBUA3550	Grassroots Leadership for Working America I (1 credit)
LBUA3551	Grassroots Leadership for Working America II (2 credits)
(NEW)	Can You Afford to Retire?
(NEW)	Leadership Theories
LBSH3000	Science, Technology and Our World

All courses and schedules subject to change.

## BACHELOR'S 2008 SPRING TERM

### IN-RESIDENCE CLASS OFFERING

Courses begin and finish online April 28–August 15 and include on-campus residency May 31–June 6, 2008

#### SATURDAY-THURSDAY 3:30-6:30 p.m.

LBCR4500	Educational Planning
LBUA4151	Union Structure and Governance
LBCR4800	Senior Seminar
	International Labor Campaigns in the Global Political Economy

#### SUNDAY-FRIDAY 8:00-11:00 a.m.

SCIE3030	Physics for Unionists
LBCR4000	Intro to Labor Studies
LBUA4110	Healthcare Bargaining
LBED4400	Instructional Methods
LBOR4180	Organizing and Representing the New Work Force (NEW)
	Capital and Environmental Stewardship

#### SUNDAY-FRIDAY 11:15 a.m.-3:15 p.m. (Lunch Break 12:45-1:45 p.m.)

LBHT4003	Gender and Identity in Labor History
LBOR3000	Organizing the Global Workforce
LBCR4700	Comparative Research Methods
ENGL4100	Writing About Labor and Literature
LBHU4170	Ethics in Decision Making

LBCR4900 Senior Project (No class time scheduled)

All classes are 3 credits unless otherwise noted.

### ONLINE COURSE OFFERING (tentative)

These are completely online, no residency required

#### Semester: April 28–August 15, 2008

BTPS1050	Learning in a Digital World (7 weeks—2 credits)
COMP3020	Multimedia Technology
BTPS3100	BTPS Educational Planning
LBED4410	Distance Learning for Labor Educators
ENGL2200	Effective Writing
LBED3900	Bibliography and Research
COMP3010	Computer Skills for Trade Unionists Level 1
LBED4450	Instructional Systems Design
LBHU4180	Images of Labor in Art
LBHU3100	Film and Globalization
LBSH4600	Hazardous Materials Transportation
LBSH3500	Foundations in Occupational Health and Safety (2 credits)
LBSH3591	Response to Bio-Terrorism I
LBSH3592	Response to Bio-Terrorism II
LBUA4100	Health Benefits Future
LBHU3050	World Music
COMP3250	Computers and Industrial Society
(NEW)	Effective Leadership

All courses and schedules subject to change.