ATENEO DE MANILA UNIVERSITY and
ATENEO DE MANILA UNIVERSITY EMPLOYEES AND WORKERS UNION

MINUTES OF THE MEETING – 20 NOVEMBER 2024 / FABER HALL 101

AGENDA:

- Review of the Minutes of the October 30, and November 6, 2024 CBA Negotiations Meetings
- Continuation of the negotiations

ATTENDEES:

For AEWU: 1. Raymond C. Tano 2. Nolan P. Villena 3. Christy Joy R. Summer 4. Angelo D. Enriquez 5. Richard S. Yap 6. Eugine U. Bulatao 7. Julieta T. Ramos 8. Rogelio S. Ansano III 9. Michael Q. Mandagan 10. Reagan D. Diaz 11. Rhoderick N. Torres 12. Alejandro E. Ogayon 13. Norberto L. Canonigo 14. David G. Panogadia 15. Christopher E. Bron **Observer:** Leomer A. Boquiren	**For ADMIN:** 1. Carmela C. Oración, EdD 2. Arch. Michael M. Canlas 3. Luis F. Dumlao, PhD 4. Cristina R. Cabudsan **Observer:** Genesis Kelly S. Lontoc
Assisted by:	**Assisted by:** 1. Maria Caterina Cristina R. Lopa 2. Atty. Abbygail M. Suria
	Secretariat: 1. Kaye Angela A. Reyes 2. Zaira Camille P. Cabaron

I. **Quorum:** Declared at around 9:35 a.m.

II. **Meeting Proper:**

1. Prayer led by Mr. Leomer A. Boquiren.

2. Introduction of the Union and Admin Panel observers: Mr. Leomer A. Boquiren and Mr. Genesis Kelly S. Lontoc.

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3. Review of the Minutes of the 30 October 2024 CBA Negotiations Meeting.
    - No other corrections were made. The Panels agreed to finalize the Minutes for signing.

4. Review of the Minutes of the 6 November 2024 CBA Negotiations Meeting.
    - No other corrections were made.

5. The UNION agreed to proceed with negotiations even without the assistance of their counsel.

Break at 10:10 a.m.

Resume at 10:35 a.m.

6. The ADMIN Panel presented the data on the performance evaluation of the UNION members, as follows:

Rating	No. of Union Members
6	33
5.5	89
5	41
4.5	24
4	16
3.5	10
3	5
2.5	3
2	0
1	2
No Rating	1
Non-Eligible	48

7. The ADMIN noted that the majority of the Union members have a high performance evaluation rating so if they agree to a wage increase with a Merit Increase component, a majority of the union members will benefit.

[redacted]

The ADMIN panel also added that it might be in the best interest of the UNION members to consider their performance through a Merit Increase, and encouraged the Union to present this data to their members before rejecting the ADMIN's proposal.

8. The ADMIN panel mentioned that with the implementation of a salary cap, a salary of 60,000 will increase to 102,000 after 15 years, as opposed to 119,000 without a salary cap. However, a salary of 18,000 will rise to 53,000 under the cap, compared to only 36,000 without it.

9. The UNION said that they have discussed with the members the option of considering employees' performance through a Merit increase and that there is no need to share the data re: performance evaluation of members anymore. The UNION claimed that they all agreed that they will get the General Increase and without the Merit Increase.

10. The ADMIN presented their counterproposal on the wages with Merit Increase:

    General Increase = 2.5%

    Merit increase without salary cap, as follows:

Rating	Year 1	Year 2	Year 3
6	3%	3%	3%
5.5	2.5%	2.5%	2.5%
5	2.5%	2.5%	2.5%
4.5	2%	2%	2%
4	2%	2%	2%
3.5	1%	1%	1%
3	1%	1%	1%
2.5 and lower	0.5%	0.5%	0.5%

11. The UNION said that the latest proposal that they gave – 7.6% General Increase is "all in" as it already covers their total proposal for salaries and benefits. The UNION is firm with their proposal of 7.6% GI without Merit Increase.

12. The UNION further said that the Php 650 proposal of the ADMIN is much lower than the Php 2,000 increase from last cycle. In the cycle before that (2019-2022), the Union got a Php 2,250 increase for Year 1 but the previous leadership did not negotiate for an increase in Years 2 and 3

[redacted]

because of the pandemic. So, if the Php 2,250 is divided in 3 years, the average increase was Php 750.00.

13. The ADMIN Panel mentioned that during the pandemic, none of the Ateneo employees received an increase because the school year was suspended and the University even returned a percentage of the tuition and fees to the students.

14. The UNION claimed that there are some supervisors that are not competent and are unfair when it comes to rating the UNION members. The UNION further claimed that the final rating that they receive is being calibrated by supervisors wherein, the percentage salary increase is lower than the performance evaluation rating percentage.

15. ADMIN Panel clarified that the percentage salary increase is really not the same as the performance evaluation rating percentage. The percentage salary increase is dependent on available funds.

16. The UNION proceeded to give the calculation and breakdown of their alternative proposals, as follows:

    Option 1: 7.6% General Increase only, covering both salaries and benefits already.

    - **70% TI Based on Admin**: 144,000,000.00
    - **Total Salaries and Benefits of All Employees**: 1,879,919,303.00
    - **% of TI on Salaries and Benefits of All Employees**: 7.66
    - **Total Salaries of Union**: 104,201,945.90
    - **7.66% of Total Salaries of Union**: 7,981,869.06

    Option 2:
    0 to less than 5 years (72 members) – Php 2,500
    5 to less than 10 years - Php 3,000
    10 to less than 15 years - Php 3,500
    15 to less than 20 years - Php 4,000
    20 years and up - Php 4,500

    Total cost of Option 2: Php 11,436,000.00

    Option 3:
    Php 4,400.00 across the board wage increase.

    Total cost of Option 3: Php 13,285,569.45

17. The ADMIN clarified that based on the principles of accounting used by the University, the total salaries and benefits of all University Employees is around Php 2.6 Billion Pesos, and not Php 1,879,919,303.00 as presented under Option 1 above.

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18. The ADMIN clarified on what is the latest proposal of the UNION, and the UNION answered that it is the 7.6% proposal.

Lunch Break at 11:25 a.m.

Resumed at 1:34 p.m.

19. The Panels discussed the Merit Increase. ADMIN stated that the Merit Increase is important because it encourages good performance by the employees. The data on this matter is now available and should be shared to the Union members for reference. Given the emphasis on excellence and growth, with more than half of the union members getting high ratings, it is hoped that Management's proposal regarding merit increase can be reconsidered.

20. UNION remained firm in its position. The UNION recognized that the ADMIN's position could be viable; however, since ratings are done by supervisors who may not be familiar with their tasks, the UNION claims that the ratings are not fair.

21. The ADMIN presented its position on wage increase, as follows:

    Year 1: General Increase of 4%
    Year 2: General Increase of 4.5%
    Year 3: General Increase of 5%

    With improvements on other economic items.

22. The UNION responded that their lowest offer is 7% General Increase.

23. Parties agreed to defer the provision re: Wage Increase (1st Deferment).

The ADMIN requested for a break at 1:52 p.m.

Resumed at 2:33 p.m.

24. Parties agreed not to discuss grievance procedure yet since this is a technical matter that would require assistance from the Union's legal counsel.

25. **Article I. Union Recognition**

    - The UNION maintains its stance to retain the existing provisions, opposing the suggested revisions to Appendix A.
    - The ADMIN Panel noted that the wording of Appendix A is largely similar to the existing provisions, with minor adjustments for alignment. It is intended to streamline job classifications and not to impose significant additional workload.

- The UNION raised issues of additional responsibilities for M1 positions, such as cleaning air conditioner filters, roofs, and gutters, which were not part of their original JD. The ADMIN responded that these are existing tasks under their JDs – tasks like cleaning air conditioner filters and maintaining elevators are components of general housekeeping and building maintenance. Furthermore, since these are already being implemented, there is no relation to Appendix A which has yet to be implemented.
- The ADMIN acknowledged the union's concerns and committed to consulting with HR for further clarification.
- The UNION deferred the provision. The ADMIN does not consider the provision as deferred.

26. **Article X. Signing Bonus**
    - Latest proposal of the UNION is Php10,000.00 from Php15,000.00.

27. The UNION requested for early adjournment.

28. The closing prayer was led by Mr. Leomer A. Boquiren.

Agreed	Agreed to Retain (AS IS)	For Further Discussion	Deferred
ARTICLE I. UNION RECOGNITION. Section 3. Loss of Membership	ARTICLE VIII. JOB SECURITY AND LAYOFF. Section 5. Lay-off.		ARTICLE I. UNION RECOGNITION. Section 1 (1st deferment)
ARTICLE XVIII. VACATION LEAVE WITH PAY. Section 5. Unused Vacation Leaves	ARTICLE V. UNION RIGHTS AND PRIVILEGES. Section 5. Notice of Reassignment or Transfer		ARTICLE X. SIGNING BONUS (1st deferment)
ARTICLE XXII. BEREAVEMENT LEAVE AND ASSISTANCE. Section 2. Bereavement Assistance	ARTICLE V. UNION RIGHTS AND PRIVILEGES. Section 6. Written Notice to the Union		ARTICLE XI. RICE ALLOWANCE. Section 1 (1st deferment)

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Agreed	Agreed to Retain (AS IS)	For Further Discussion	Deferred
	ARTICLE XXI. EMERGENCY LEAVE WITH PAY. Section 1. Entitlement		ARTICLE XV. DEPENDENTS' ALLOWANCE. Section 1. Entitlement (1st deferment)
	ARTICLE XXII. BEREAVEMENT LEAVE AND ASSISTANCE. Section 1.		ARTICLE XVI. FAMILY SUBSIDY. Section 1 (1st deferment)
	ARTICLE XXIV. HEALTH CARE. Section 1. Health Care Plan		ARTICLE XVII. UNION EDUCATIONAL BENEFITS. Section 2 (1st deferment)
	ARTICLE XIII. OVERTIME AND REST DAY PAY. Section 5. Union Outing/Excursion		ARTICLE XXVII. GRIEVANCE MACHINERY. Section 8. Grievance Procedure (1st deferment)
			ARTICLE XXVII. GRIEVANCE MACHINERY. Section 10. Grievance Procedure (1st deferment)
			ARTICLE XXVII. GRIEVANCE MACHINERY. Section 12. Expenses of Arbitration
			ARTICLE XXIII. UNION LEAVE WITH

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Agreed	Agreed to Retain (AS IS)	For Further Discussion	Deferred
			PAY. Section 2.
			ARTICLE XXIII. UNION LEAVE WITH PAY. Section 4.
			ARTICLE IX. WAGES. Section 3. Wage Increase
			ARTICLE XXXI. TERM AND EFFECTIVITY. Section 1.

The meeting was adjourned at 3:24 p.m.

FOR THE UNION:

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RAYMOND C. TANO
President

FOR THE ADMINISTRATION:

[redacted]

CARMELA C. ORACIÓN, EdD
Co-Chairperson