

**PROPOSAL OF THE UNION**

# SUFA

SILLIMAN UNIVERSITY FACULTY  
ASSOCIATION

Silliman University  
6200 Dumaguete City

13 May 2016

**Dr. Ben S. Malayang, III**  
President  
Silliman University  
Dumaguete City

Dear President Malayang:

In accordance with the Labor Code of the Philippines, the Union would like to inform the Administration of its intent to negotiate for a new Collective Bargaining Agreement. I have attached a copy of the proposal of the Union to this letter.

Included also in the attachment is a copy of the proposed ground rules for the negotiation. It is worth noting that this set of ground rules are the very same ground rules used during the negotiations in 2014.

The Union also has composed its negotiating panel.

Thank you.

For a better Silliman,

Asst. Prof. Jan Antoni A. Credo  
SUFA President

Cc: File

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Proposed New Provisions and Amendments to the 2011  
Collective Bargaining Agreement

#### 4.3.1 Salary Increases

The University agrees to grant the following across-the-board increases to all academic personnel covered by the bargaining unit regardless of rank and tenure status, to wit:

- a. Effective June 1, 2016, Php 1500.00
- b. Effective June 1, 2017, Php 2500.00
- c. Effective June 1, 2018, Php 3500.00

#### 4.3.2 Bonuses

The University agrees to grant a Founder's Day Bonus to all academic personnel covered by the bargaining unit regardless of rank and tenure as follows:

- a. Effective August 28, 2016, Php 5000.00
- b. Effective August 28, 2017, Php 5000.00
- c. Effective August 28, 2018, Php 5000.00

The University agrees to grant Christmas Bonus, separate and distinct from the 13th Month Pay, to all academic personnel covered by the bargaining unit regardless of rank and tenure as follows:

- a. Effective December 25, 2016, Php 5000.00
- b. Effective December 25, 2017, Php 5000.00
- c. Effective December 25, 2018, Php 5000.00

#### 4.3.3 Hazard Allowance

The University agrees to grant all academic personnel who will be assigned to departments, units, and functions which will involve handling of and exposure to hazardous materials, wastes, and conditions a hazard allowance of Php 1 ~~500~~per month.

#### 5.1.6 School Privileges and Benefits

All existing school privileges enjoyed by faculty dependents in the High School shall also be enjoyed by faculty dependents in the Senior High School.

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School discount enjoyed by the faculty or his/her dependent is distinct and separate from all forms of scholarship of the University. Faculty dependents can apply to any scholarship offered by the University. If the faculty dependent qualifies to an externally-funded scholarship, the University agrees to grant the cash award of the scholarship to the dependent.

The University shall shoulder all expenses related to or arising from the application to study of any faculty who has been identified through their departments to go on further study. This benefit can only be availed once in relation to the approved FADECO action.

#### 5.10.2 Retirement

The University agrees to lift the retirement cap of 35 years. Retirement benefit shall be equivalent to 45 days or a factor of 1.5 months of the current salary per year of service. This benefit shall take effect in June 01, 2016.

#### 5.11.3

In the event that the existing HMO expires and that there is no Collective Bargaining Agreement yet signed by both parties, the existing HMO shall continue to be in force.

#### 5.14.2 Service Recognition Award

Effective June 01, 2016 Administration agrees to grant a service recognition award of Five Thousand pesos (Php 5,000.00) for faculty members who have reached their 25<sup>th</sup> year of service and Five Thousand (Php 5,000.00) for those who have reached their 30<sup>th</sup> year of service.

#### 6.8.1 Class Size

g. ECS/Elementary/HS

Kinder 1-----	18
Kinder 2-----	20
Grade 1-----	25
Grade 2-----	25

The rest of the grade levels and year levels in the Elementary and High School shall follow the class size of 40.



ANNEX "B"  
 FACULTY SALARY ADMINISTRATION SYSTEM (FSAS) POINTS EFFECTIVE JUNE  
 1, 2016

(The items in bold letters are the proposed amendments or new provisions)

I. Academic Preparation

1. Degree	Points
Bachelors degree	0
B.L.B., M.D., D.V.M., B.D.	41
Masters degree	41
Multiple Masters degree	51
Doctoral degree	81
Multiple doctoral degrees	91

N.B. 1. All degrees must be earned from reputable (CHED recognized) institutions.

2. Multiple degrees need not be in the same area of specialization.

II. Service

Academic Rank	Points/year
Instructor or its equivalent	2.0
Assistant Professor or its equivalent	2.5
Associate Professor or its equivalent	3.5
Full Professor or its equivalent	4.5

N.B. A staff member who joins the faculty on a full-time basis shall be credited for service as staff commensurate with the nature or level of the staff position held.

III. Merit

A. Seminars, Conferences, Workshops, Symposia, Colloquia, etc  
 (Among Peers, Colleagues of the Profession, Professionals)

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- Type  
 1. Speaker, lecturer, conducting workshop,

reading paper  
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- |   |      |
|---|------|
| at local level (participants coming from local level)   | 1.0  |
| 2. Same as no.1 but at regional level   | 1.5  |
| 3. Same as no.1 but at national level   | 2.0  |
| 4. Same as no.1 but at international level  | 3.0  |
| 5. Resource person (Group leader, panelist, or other significant responsibility) at the local level | 1.0  |
| 6. Same as no.5 but at regional level   | 1.5  |
| 7. Same as no.5 but at national level   | 2.0  |
| 8. Same as no.5 but at international level  | 3.0  |
| 9. Initiating/coordinating/organizing at the local level  | 1.0  |
| 10. Same as no.9 but at regional level  | 1.5  |
| 11. Same as no.9 but at national level  | 2.0  |
| 12. Same as no.9 but at international level   | 3.0  |
| 13. Producing publication or conference reports or proceedings for such seminars at local level     | 2.0  |
| 14. Same as no.13 but at regional level   | 2.5  |
| 15. Same as no.13 but at national level   | 3.0  |
| 16. Same as no.13 but at international level  | 4.0  |
| 17. Attending Seminars at the local level   | 0.5  |
| 18. Same as no.17 but at regional level   | 0.75 |
| 19. Same as no.17 but at national level   | 1.0  |
| 20. Same as no.17 but at international level  | 1.5  |

B. Publications

Points

- |   |      |
|---|------|
| 1. One scholarly or technical article published in scholarly or popular publication           | 2.0  |
| a. with University circulation only   | 3.5  |
| b. with National circulation  | 5.0  |
| c. with International circulation   | 5.0  |
| 2. One article/chapter in textbook or edited book (not co-author)                             | 5.0  |
| 3. One syllabus on subject taught   | 5.0  |
| 4. One self-authored or co-authored book (textbook and others)                                | 10.0 |
| 5. One book edited or translated  | 5.0  |
| 6. One "short notice" in a scholarly/technical publication with at least national circulation | 3.0  |
| 7. e-publication -- article published in a peer-review electronic journal                     | 3.0  |

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C: Creativity

- | Type   | Points |
|--|--------|
| 1. One book of poetry  | 10.0   |
| 2. One full-length 3-act play  | 5.0    |
| 3. One composition of at least 100 measures published or performed.  | 5.0    |
| 4. One published novel of at least 10 chapters   | 5.0    |
| 5. Honors/Achievement awards (Literature, profession, film, arts and humanities, music, theater arts, science, sports, etc.) given by a reputable award-giving organization. (per award) |        |
| a. local level   | 1.0    |
| b. regional level  | 1.5    |
| c. national level  | 2.0    |
| d. international level   | 2.0    |
| 6. Produced or directed a play/film  |        |
| a. less than 3 acts/short film   | 1.0    |
| b. 3 acts or more/full-length film   | 3.0    |
| 8. Designed sets and costumes for plays (theater/film)   |        |
| a. less than 3 acts/short film   | 1.0    |
| b. 3 acts or more/full-length film   | 3.0    |
| 9. Originally designed apparatus, buildings, inventions and Software/Webpage/Hardware (architectural, Engineering, and computer)   | 1.5    |
| 11. Coaching of winning teams/individuals in sports, debate, and other Official University-related competitions  |        |
| a. local level   | 1.0    |
| b. regional level  | 1.5    |
| c. national level  | 2.0    |
| d. international level   | 3.0    |
| 12. Exhibited Art Work   |        |
| a. One man/woman show in reputable gallery or sponsored by a reputable Culture & Arts association or education institution   |        |
| 1. local level   | 1.0    |
| 2. regional level  | 1.5    |
| 3. national level  | 2.0    |
| 4. international level   | 2.0    |
| b. Group show in reputable gallery or sponsored by a reputable Culture & Arts association or education institution   |        |
| 1. local level   | 1.0    |
| 2. regional level  | 1.5    |
| 3. national level  | 2.0    |
| 4. international level   | 2.0    |
| 13. Critiques, position papers published in newspapers/magazines/circulation- per article (as a non-regular contributor)   |        |

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- 1. regional level 1.0
- 2. national level 1.5
- 3. international level 2.0

IV. Teaching Performance

Performance	Rating	Points/year
Excellent	4.5-5.0	5.0
Very Good	4.0-4.4	4.0
Good	3.5-3.9	3.0

N.B. 1. Points per year must be based on a continuous evaluation of the academic personnel.

2. Each of the above ratings should represent a composite average of those arising out of four instrument used in evaluating one's excellence in instruction, namely Evaluation by:

- (1) Teacher concerned 25%
- (2) Peers 25%
- (3) Students 25%
- (4) Superior (Chairman/Dean/Principal) 25%

V. Government Exams (to be credited once regardless of type or number of examinations taken and passed)

Type	Points
Professional Licensure (Gov't. Board and Bar)	5.0
Specialized Gov't. Exams (Soils Technologist, etc.)	3.0
Professional Civil Service Eligibility	1.0

VI. Minimum Points for Promotion in Rank

Academic Rank	Points
Instructor	0.0
Assistant Professor	42.0
Associate Professor	102.0
Full Professor	182.0

N.B. These points shall not be treated as necessary condition for promotion in rank; they should, however, enhance one's eligibility for promotion.

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 BY: PROF. SAUL VILLAR



**CASH INCENTIVE SCHEME**  
Silliman University

**A. Scholarly Achievement**

	Senior	Author	Co-Author
<b>Editor</b>			
1. Published Research			
1.1. University Journal (National)	P5,000	P 2,500	
1.2. University Journal (International)	7,000	3,500	
1.3. Professional Journal (National)	2,000	1,000	
1.4. Professional Journal (International)	5,000	2,500	

<b>2. Publications</b>			
2.1. Textbook	10,000	5,000	2,500
2.2. Discipline based book	15,000	7,500	5,000
2.3. Monograph	2,000	1,500	1,000

<b>3. Other published materials (Creative, writings, philosophical treatise, etc.)</b>			
3.1. Local University Journal		1,000	500
3.2. International University Journal		3,000	1,500
3.3. Professional Journal (National)		1,500	1,000
3.4. Professional Journal (International)		5,000	3,000

N.B. No limit/ceiling on cash incentives that can be earned by any academic personnel in any given school year.

<b>B. Presentation of Papers in academic/professional conferences</b>			
1. Silliman University P/S as audience		P 500	
2. Local Conference		750	
3. Regional Conference		1,000	
4. Island grouping Conference		1,500	
5. National Conference.		2,000	
6. International Conference		5,000	

N.B. No limit/ceiling on cash incentives that can be earned by any academic personnel in any given school year.

<b>C. Teaching Performance</b>		Rating	Incentive Amount
Performance		4.5-5.0	5,000
Excellent		4.0-4.4	2,500
Very Good			

**D. Honors/Achievement awards (literature, profession, film, arts and humanities, music, theater arts, science, sports, etc.) given by a reputable award-giving organization. (per award)**

a. local level	1,000.00
b. regional level	2,000.00
c. national level	3,000.00
d. international level	5,000.00

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NEGOTIATION GROUND RULES (NEGOTIATION 2016)

1. All negotiation sessions shall commence on time and on the date and location agreed upon by the parties.
2. The Chief Negotiator for either party shall be their chief spokesperson. However, other members of the panels may speak when called upon by their negotiators.
3. The documents/data introduced by either party at negotiations must be officially signed and shall be made available to the other party.
4. If either the Administration or Union intends to add or to substitute a new member to its respective bargaining panels, the party adding or substituting the new member shall notify the other party.
5. Neither party may dictate the membership of the other party's negotiating panel.
6. The Administration Panel and the Union Panel shall have to agree in substance on contract language and provisions. However, any agreement is preliminary and contingent upon a final contract. All preliminary agreements made shall be initialed and dated by members of both panels.
7. Individual items agreed upon by both parties shall be signed and dated and removed from the table. Any attempt to reintroduce or discuss those items must be with the consent of the other party.
8. There shall be a competent and efficient neutral recording secretary chosen by both panels.
9. Both panels shall be allowed to have audio and/or video recordings of the proceedings of the negotiations.
10. There shall be a written record on actions/agreements or minutes of the meetings made in two (2) copies signed by all members of both panels present before adjourning each session.
11. A resource person may be invited to make a presentation during the negotiation subject to the consent of both parties.
12. Should the Union Panel need data from a Unit of the University necessary for CBA Negotiation, a request shall be coursed through the Chief Negotiator of the Administration Panel whop shall then endorse the same to the appropriate units for compliance within a reasonable time.  
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13. Notices/Letters for each panel shall be coursed through the following persons/offices:

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**PENDING ISSUES/ITEMS IN THE NEGOTIATING TABLE**

PENDING ISSUES/ITEMS IN THE NEGOTIATING TABLE:

1. Retirement – 1.5 or 45 days
2. Bonuses:
  - a. P5,000 for Founder's Day or
  - b. P3,000 for Founder's Day and P3,000 for Christmas
3. Class size:  
Kinder 1 & Kinder 2 – 1 : 20  
Grade 1 & Grade 2 – 1 : 35  
All without conditions
4. Subsidy for K-12 scholarship applicants:  
P20,000 without conditions
5. Wages:  
Year 2 – P1,500 ATB  
Year 3 – P2,500 ATB
6. One-time bonus of P40,000 in lieu of ATB for 2016
7. Admin proposal of PEI without conditions for 2016 & 2017