

POLICY ON THE INSTITUTIONALIZATION OF LABOR-MANAGEMENT IN THE GOVERNING BOARD

Rationale

It is the policy of the University to institutionalize Labor Management Council as a proactive governance mechanism that promotes industrial peace, mutual trust, and participatory decision-making between management and employees. This policy aligns with the provisions of the Philippine Labor Code and seeks to foster defined and transparent communication channels that prevent conflicts and strengthen collegial collaboration in the organization.

Scope

This policy shall apply to all units of the University of Mindanao encompassing both teaching and non-teaching personnel through its recognized associations, the UMFSC and UMAEA. It covers the representation of labor and management sectors in the top governing body through the institutionalized Labor Management Council.

Guiding Principles

Inclusivity. The University ensures equal representation and participation of all employee sectors in governance processes, fostering a culture where every voice contributes meaningfully to institutional growth and harmony.

Transparency. The University promotes open and accountable communication in all labor-management engagements, ensuring that decisions and actions are guided by honesty, fairness, and mutual trust.

Shared Responsibility. The University recognizes that sustaining industrial peace and organizational excellence requires collective effort where both management and employees actively uphold cooperation, equity, mutual respect, and commitment to common goals.

Compliance

Compliance with this policy is mandatory. Non-compliance may result in disciplinary action or issuance of corrective actions as per university regulations with reference to OPM 21.11.

Implementation and Review

The implementation of this policy shall be carried out through the established Labor Management Council (LMC) which serves as the institutional mechanism for dialogue and cooperation between management and employees.

The LMC shall be composed of representatives from both teaching and non-teaching personnel, represented respectively by the duly elected Presidents of the University of Mindanao Faculty Supreme Council (UMFSC) and the University of Mindanao Administrative Employees Association (UMAEA), and the members of the top management including the Chief Operating Officers, Chief Administrative Officers, Chief Information Officer, Senior Vice President for Student Services, and the Head of the Human Resource Management and Development Office. In the event of unavailability of a member of top management,

representation may be delegated to the Senior Vice President – Academic Chief Finance Officer, or Assistant Vice President – HRMD.

Regular monthly meeting shall be convened by the management to discuss institutional, operational, and employee welfare concerns raised by employee representatives from both the Main and Branches. A pre-LMC meeting may be held among teaching and non-teaching personnel to consolidate issues and recommendations prior to formal presentation to management. All meeting shall be documented by the designated secretary, and minutes shall be disseminated before the next meeting to ensure transparency and continuity of discussion.

The Human Resource Management and Development Office (HRMD) shall serve as the Secretariat and Monitoring Unit for this policy. It shall ensure compliance with the provisions herein, maintain complete records of proceedings, and facilitate coordination between the management and employee sectors.

The management shall be reviewed every three (3) years or as deemed necessary to ensure its continued relevance, responsiveness, and alignment with institutional goals and national labor regulations. The review process shall be jointly conducted by the HRMD, the UMFSC, and the UMAEA representatives, subject to the approval of the top management and the University President.

Signed:

(Sgd) GUILLERMO P. TORRES, JR.
University President