

**EXECUTIVE COMPENSATION 2007**  
 (For Public Information Act Request of October 30, 2007)

Name	Title	Annual	Monthly amounts of additional pay and perks										Total Annual Compensation	Total Annual Additional Pay
			Monthly	Car Allowance	Key Exec. ins Prem.	Non-overnight Meals	Longevity pay	Compensation	Total Monthly	Total Annual	Compensation	Total Annual		
Castillo, Max	President	Base Salary \$274,416.00	Base Salary \$22,868.00	\$1,000.00	\$ 229.07	\$ -	\$ 320.00	\$ 320.00	\$ 24,417.07	\$ 293,004.84	\$ 24,417.07	\$ 293,004.84	\$ 18,588.84	
Woods, Molly	VP Academic Affairs & Provost	\$149,263.00	\$12,438.62	\$ 700.00	\$ -	\$ 30.00	\$ 320.00	\$ 320.00	\$ 13,488.62	\$ 161,863.44	\$ 13,488.62	\$ 161,863.44	\$ 12,600.44	

## Performance Standards

University of Houston – Downtown  
Dr. Molly Woods  
VP for Academic Affairs and Provost

PART III PERFORMANCE STANDARDS – QUARTERLY REVIEW

PERFORMANCE EVALUATION FOR ADMINISTRATIVE STAFF

(August, 2007–Reporting Date)

NAME	SSN:	TARGET DATE	STATUS
Molly Woods			
PERFORMANCE STANDARD			

Continue Off-Campus/Distance Activities

- |   |       |         |
|---|-------|---------|
| --Continue assisting in development and implementation of Cy-Fair and Kingwood initiatives to offer academic programs at both sites | 07-08 | Ongoing |
| --Continue oversight of Cinco Ranch and TUC and expand number of programs as needed   | 07-08 |         |
| --Expand sites for joint admission agreements   |       |         |

Strategic Planning Activities

- Actively participate in Strategic Planning with consultants
- Continue with UHS Strategic Principles and Initiatives
- Continue strategic planning with University Planning Council
- Work with deans regarding planning activities and the development of College plans

Program Development and Support

- Work with deans to identify new programs to be developed (undergraduate and graduate)
- Support development of programs to be proposed (undergraduate and graduate)
- Work with deans to identify ways to strengthen current programs and implement
- Move completed programs through approval process
- Implement techniques to increase enrollment and promote retention in programs currently offered at UHD (undergraduate and graduate) (enrollment and accountability)
- Continue support of dual enrollment (current/new) and related outreach activities

International Focus

- Develop design/purpose/etc. for an office to handle international activities to include study abroad and exchange programs
- Attempt to identify funds needed for the office
- Identify and hire needed personnel to support the office
- Promote development of viable study abroad programs
- Promote development of viable exchange programs

NAME	SSN:	TARGET DATE	STATUS
Molly Woods			
PERFORMANCE STANDARD			

International Focus (continued)

- Assist in attracting funds for study abroad and exchange programs
- Move policy for these activities through the approval process

Accreditation and Value Added Programming

Continue support and ongoing activities for

- SACS reporting
- Quality Enhancement Plan activities
- Achieve the Dream initiative

Obtain approval for MBA

- Work with COB to update proposal for MBA or alter degree as modified master's degree
- Approval of proposed degree—AAC
- Approval of proposed degree—President
- Approval of proposed degree--Provosts' Council
- Approval of proposed degree--Board of Regents
- Talking points for Dr. Castillo
- Approval of proposed degree—Coordinating Board
- Notification of SACS

Selected Internal Academic Responsibilities

- Continue to support and consult—policy revision
- Work with Academic Policies Committee to revise Policy dealing with Grievance Activities (Legal Counsel reviewing UHD/s Grievance Policy)
- Chair Academic Affairs Council
- Support Faculty Senate activities
- Support grievance procedure when not grieved against
- Support faculty grants and research activities
- Host Academic Awards Program

Delayed

Apr/May 08

Commencement

- Assist with Commencement at Minute Maid in identifying and implementing needed changes
- Critique of ceremony/recommendation for change
- Assist with planning for Commencement ceremonies

Academic Liaison for UHS Legal Counsel

- Coordinate and staff collection of information for Academic Open Records Request:

04-08

Ongoing

**PART III PERFORMANCE STANDARDS – QUARTERLY REVIEW**

<u>NAME</u> Molly Woods	<u>SSN:</u>	
<u>PERFORMANCE STANDARD</u>	<u>TARGET DATE</u>	<u>STATUS</u>

Academic Liaison for UHS Legal Counsel (continued)

—Continue to act as liaison with UH System Legal for UHD Grievances, Mediations, EEOC, Open Record Requests	04-08	Ongoing
—Dr. Evelyn Brown		
—Dr. Pete Chong		

Development Activities

--Become more actively involved with development in support of academic programs and identification of scholarship dollars


Current External Representation

Serving as President, Texas Chief Academic Officers	07-08	Ongoing
--Vice President, 06-07, Treasurer, 05-06		
Charter Member—Texas Women in Higher Education	06-08	
Member—Regional Faculty (A+ Challenge)	06-08	
UHD Rep—CB Accountability Council	05-08	

Other ongoing items available if requested

Additional items as suggested by the President	Open
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SIGNATURES: (Indicates understanding and agreement of the performance standards for the upcoming evaluation period.)

	8/01/07
MANAGER/SUPERVISOR	DATE

EMPLOYEE	DATE
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