

# *Elizabeth (Beth) Woods*

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## PROFESSIONAL EXPERIENCE

### NCURA-Specific Activities

- Region IV Board Member (1-year term), 2024-present
- Chair-elect, Site Selection Committee, 2024-present
- Mentor for Logistic Lead, 2025 NCURA Region IV Meeting, 2024-present
- Co-Lead for Logistics, 2024 NCURA Region IV Meeting, 2023-2024
- Mentoring Our Own Mentee, NCURA Region IV, 2022-2023

### Work

**University of Illinois Chicago (UIC), Chicago, Illinois** September 2003 – Present  
*Associate Director, Grants and Contracts* (November 2015 – Present)  
*Center for Biomolecular Sciences*

*Portfolio Manager* (July 2019 – Present)  
*Department of Pharmaceutical Sciences*

*Assistant to the Director* (May 2005 – November 2015)  
*Center for Pharmaceutical Biotechnology (now the Center for Biomolecular Sciences)*

*Coordinator* (July 2007 – August 2010)  
*Center for Clinical & Translational Science (CCTS), Translational Technologies & Resources Core (TTRC)*

*Visiting Research Specialist* (September 2003 – May 2005)  
*Center for Pharmaceutical Biotechnology*

**Novalex Therapeutics, Inc., Chicago, Illinois** June 2013 – December 2018  
*Vice President of Business (part-time while at UIC part-time as well)*

**Influx, Inc., Chicago, Illinois** December 2000 – August 2003  
*Manager, Business Development*

## AWARDS

Chancellor's Academic Professional Excellence Award, UIC, 2023  
Academic Professional Advisory Committee Professional Development Award, UIC, 2023  
Academic Professional Advisory Committee Professional Development Award, UIC, 2018  
Award of Merit, UIC, 2015

## CERTIFICATIONS AND OTHER TRAINING

Mentoring Our Own Mentee, NCURA Region IV, 2022-2023  
Departmental Certificate, NCURA 63rd Annual Meeting, September, 2021  
Financial/Post-Award Certificate, NCURA 62nd Annual Meeting, August, 2020  
Certified Business Administrator, UIC, 2020-current  
Certified Research Administrator, Research Administrators Certification Council,  
2016-current

## PRESENTATIONS/PUBLICATIONS

### NCURA Presentations/Publications

- “The 5 C’s: Building Stronger Teams to Deliver Top-Notch Research Administration.” Sponsored Research Administration Guide (SRAG) subscriber July 2024 Update
- “Supporting PIs - Is YES always the right answer?” presentation at the Region IV NCURA Meeting, Sioux Falls, SD, May, 2023
- “The 5C’s: Building stronger teams to deliver top-notch research administration” poster at the Region IV NCURA Meeting, Sioux Falls, SD, May, 2023
- Region IV Mentoring our Own “Daring Leaders who live into their values are never silent about hard things” February, 2023

### Other Presentations

- IRACDA Fellows “The Grant Submission Process at UIC: What you need to know”, October, 2022 and 2024
- UIC Research Administrators Monthly Meeting “Departmental Research Administration (Tools, Tips & Best Practices)”, July, 2021

## EDUCATION

**Northwestern University, Evanston, Illinois** September 1998 – September 1999  
Master of Science in Biotechnology

**University of Iowa, Iowa City, Iowa** August 1997 – May 1998  
Graduate Studies and Research Rotations in Genetics

**Millikin University, Decatur, Illinois** August 1993 – May 1997  
Bachelor of Science in Biology, Magna Cum Laude

## SERVICE

### University of Illinois Chicago:

- College of Pharmacy Strategic Planning Steering Committee, 2023-2024
- Certified Business Administrator Admin Team, 2023
- Chair, Award of Merit Selection Committee, 2022
- Member, Self-Study Committee for the Center for Biomolecular Sciences, 2021-2022
- Award of Merit Selection Committee, 2017
- Search Committee Member - Dean of the College of Pharmacy, 2017

### Other Organizations:

- Treasurer, Hannaford Farm Homeowners Association, 2021-2024
- Co-President, Kaneland Harter Middle School PTO 2017-2018
- Vice President, Kaneland Harter Middle School PTO, 2015-2017
- Communication Chair, Kaneland Harter Middle School PTO, 2013-2014
- Co-Chair, Blackberry Creek PTO Dinner Dance Fundraising Committee, 2009-2013
- Co-Founder & Director of Outreach, Women Advancing Bioscience, 2001-2004