

# *Elizabeth (Beth) Woods*

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## **PROFESSIONAL EXPERIENCE**

### **NCURA-SPECIFIC ACTIVITIES**

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

### **WORK**

<b>University of Illinois Chicago (UIC), Chicago, Illinois</b>	September 2003 – Present
<i>Director of Administrative Operations Department of Pharmaceutical Sciences</i>	<i>(November 2025 – Present)</i>
<i>Associate Director, Grants and Contracts Center for Biomolecular Sciences</i>	<i>(November 2015 – October 2025)</i>
<i>Assistant to the Director Center for Pharmaceutical Biotechnology (now the Center for Biomolecular Sciences)</i>	<i>(May 2005 – November 2015)</i>
<i>Coordinator Center for Clinical &amp; Translational Science (CCTS), Translational Technologies &amp; Resources Core (TTRC)</i>	<i>(July 2007 – August 2010)</i>
<i>Visiting Research Specialist Center for Pharmaceutical Biotechnology</i>	<i>(September 2003 – May 2005)</i>
<b>Novalex Therapeutics, Inc., Chicago, Illinois</b>	June 2013 – December 2018
<i>Vice President of Business (part-time while part-time at UIC also)</i>	
<b>Influx, Inc., Chicago, Illinois</b>	December 2000 – August 2003
<i>Manager, Business Development</i>	
<b>Pharmacia (Searle) Corporation, Skokie, Illinois</b>	December 1999 – December 2000
<i>Analyst, Product Life Cycle Management</i>	

### **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**

Certified Business Administrator, UIC, 2020-current  
Certified Research Administrator, Research Administrators Certification Council, 2016-current

## PRESENTATIONS/PUBLICATIONS

### NCURA Presentations/Publications

- “Thriving at the Desk: Strategies for Healthy Living in a Sedentary Workplace”, NCURA National Meeting, Washington, D.C., August 2025
- “Questions of Moral and Ethical Concerns for Research Administrators: Can We refuse to submit a proposal or manage an award?”, Region IV NCURA Meeting, Chicago, IL, May 2025
- “Thriving at the Desk: Strategies for Healthy Living in a Sedentary Workplace”, NCURA Region IV Meeting, Chicago, IL, May 2025
- “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

<b>Northwestern University, Evanston, Illinois</b>	September 1998 – September 1999
Master of Science in Biotechnology	
<b>University of Iowa, Iowa City, Iowa</b>	August 1997 – May 1998
Graduate Studies and Research Rotations in Genetics	
<b>Millikin University, Decatur, Illinois</b>	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