

Elizabeth (Beth) Woods

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

University of Illinois Chicago (UIC), Chicago, Illinois September 2003 – Present

Director of Administrative Operations (November 2025 – Present)
Department of Pharmaceutical Sciences

Associate Director, Grants and Contracts (November 2015 – October 2025)
Center for Biomolecular 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 part-time at UIC also)

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

Pharmacia (Searle) Corporation, Skokie, Illinois December 1999 – December 2000
Analyst, Product Life Cycle Management

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

Northwestern University, Evanston, Illinois Master of Science in Biotechnology	September 1998 – September 1999
University of Iowa, Iowa City, Iowa Graduate Studies and Research Rotations in Genetics	August 1997 – May 1998
Millikin University, Decatur, Illinois Bachelor of Science in Biology, Magna Cum Laude	August 1993 – May 1997

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