

Z. Meena Ilyas, MS, CPA  
Senior Research Accountant  
Research Office, University of Delaware  
meena@udel.edu

**NCURA Region II Secretary Officer Nominee  
Statement of Interest**

October 20, 2021

Catherine Parker  
National Council of University Research Administrators  
1015 18th Street, N.W., Suite 901  
Washington, D.C. 20036

Dear Ms. Parker,

I am excited to submit a self-nomination for the Treasure-Elect position within NCURA Region II. I have been an active member of NCURA since 2019. It all began with attending the Region II Fall Meeting – “Bridging Ideas and Connecting People” in New York. I was welcomed in as a new member with an ease that made me feel comfortable and truly **welcomed** where I did not fear any question would be deemed daft. The meeting not only had great content, but it also provided ample opportunities to get to know others, and I ended up making great connections with fellow members that weekend.

Shortly after the meeting, I was invited to be a Member At Large for the Steering Committee. I accepted and served that role for 2020. In 2021, I continued my role as a Member At Large while adding Chair of Region II Diversity, Equity, and Inclusion Taskforce and becoming a member of the Communication Committee. My work with DEI at University of Delaware helped me to lead this Taskforce to get DEI groundwork established. On the Communication Committee, I had a wonderful experience learning the behind the scenes of our website as we sought to implement a new one. Currently, I am serving as Region II Secretary, member of both the DEI and Member Engagement Committees, and chairing the Communications Committee during exciting times as we have launched our new website at <https://www.ncuraregion2.org/>. I have been an accountant in various positions for over 36 years which have included preparing financial statements, managing property, plant, and equipment, long-term debt, wealth portfolios, budget preparation, budget forecasting, and most recently grant management. I have a Master’s in Accounting, CPA certification, Microsoft certifications, and DEI certification. With my experience and knowledge of accounting, I would be able to manage financial activities and prepare all financial reports on behalf of the Region. It would be my pleasure to serve as Region II Treasurer-Elect to continue to be part of the wonderful Steering Committee team as we continue to offer new ways to serve our membership base and to welcome new members as I was welcomed. I would like to contribute to the wonderful strides Region II Officers have made each year to keep our community running strong and successfully.

Respectfully,

*Meena Ilyas*

Meena Ilyas

# Z. Meena Ilyas

[Meena@udel.edu](mailto:Meena@udel.edu)

## SUMMARY

Results-oriented Financial Analyst with experience leading, contributing, preparing, budgeting and building various facets of business processes associated with accounting and budgeting. Effective team contributor with strong analytical and problem-solving skills. Areas of experience include:

### Current Experience

- Post Award Monitoring of NIIMBL Grants: \$70M Research Infrastructure. NIST, 150 project participants across 40 funded projects; \$9M Covid-19 NIST; \$3.2M B&M Gates Global Health
- Provide guidance, oversight, and support to NIIMBL on overall financial management
- Manage Subrecipient Financial Monitoring Plans (site visit/desk audits of high risk subawards)
- Financial Reporting to Sponsors
- Keeps abreast of policies, procedures, and requirements (UD, Federal, State, Sponsor) to effectively monitor compliance
- Collaborative relationships with stakeholders with a strong commitment to customer service

### Prior Position Experience

- Oversight of College financial activity:(Opr exp>\$20M, Endow/gifts/Resrv.>\$15M)
- Manage multiple self-support programs (Ship Ops, Wind, ServiceCtrs); Served as Mgr
- Manage Funding (basic budget, reserves, self-supprt, state restricted, gifts, grants, endowments, agency)
- Financial and trend analysis
- Complex financial models & budget projections; financial plan updates based on policy changes
- Provided input to strategic planning process for financial reporting; Dept fund allocations
- Partnered with internal/external sources to ensure data integrity

### Past Experience

- Financial Statements (\$3,478M in Net Assets)
- Debt Accounting (\$540M in LTD/Capital Leases)
- 990 Tax Return
- Audit workpapers
- GAAP compliant
- Internal Reporting
- External Reporting: IPEDS, Moody's, S&P, US News, NCAA
- Plant Accounting (\$2,476M in Assets, BV)
- Best practice policy
- Grant Funding/Grant Reporting (\$6 Million/ 6 Grants)
- Industry Experience: Education, Healthcare, Energy
- President PTA

## EDUCATION

- ◆ **Master of Science in Accounting** University of Delaware  
**GPA:** 3.70 on a 4.00 scale  
**Honors:** BETA ALPHA PSI National Accounting Honor Fraternity  
June 1991
- ◆ **Bachelor of Science in Accounting** Goldey-Beacom College  
**GPA:** 3.67 on a 4.00 scale  
**Honors:** ALPHA CHI National Honor Society (President)  
President's List; Dean's List  
August 1986  
1986-1987
- ◆ **Associate of Science in Computer Information Systems** Goldey-Beacom College  
**GPA:** 3.49 on a 4.00 scale  
June 1986

## CERTIFICATION

- UD Management Essentials Certificate ~ *In progress*
- UD Diversity Certificate March 2018
- QuickBooks Pro/Premier 2013 June 2014
- Microsoft Certified Application Specialist, Excel 2013 April 2013
- Microsoft Certified Application Specialist, Word 2010 July 2011
- Microsoft Certified Application Specialist, Access 2007 May 2011
- Microsoft Certified Application Specialist, PowerPoint 2007 January 2010
- Microsoft Certified Application Specialist, Excel 2007 December 2009
- Certified Public Accountant April 1995

## EXPERIENCE

### **Research Office, University of Delaware**

Senior Research Accountant

Aug 2019–Current

### **College of Earth, Ocean, and Environment, University of Delaware**

Financial Analyst II

Aug 2017–Aug 2019

### **Controller's Office, University of Delaware**

Accounting Supervisor

Apr 2016–Aug 2017

Financial Analyst II

Mar 2014–Apr 2016

Senior Accountant

Apr 2013–Feb 2014

### **Delaware Biotechnology Institute, University of Delaware**

Accounting Administrative Assistant IV

Dec 2011–Mar 2013

### **Adjunct Professor – Goldey-Beacom College Aug 2011–May 2013**

### **Treasurer**

**2008 – 2012**

- Secretariat sponsored Holiday Dance (Sanford, Tower Hill, Tatnall, Friends, Ursuline) – bookkeeping, checkbook; Student Union (Sanford, Tower Hill, Tatnall, Friends); Ministry of Caring EDR Auction-

### **President of PTAs**

**2005 – 2010**

### **Portfolio Analyst**

**Brandywine Trust Company**

**09/03 – 03/05**

### **Bookkeeper**

**Pike Creek Fitness**

**1996 – 2005**

### **Substitute / Assistant Teacher**

**2001 – 2003**

- Teaching Assistant at Burkholder School (2002-2003)
- Substitute Teacher at Ursuline Academy (2002-2003),(2001-2002)

### **Stay-at-Home Mother**

**Advocate**

**1997 – 2003**

### **Accountant**

**Delmarva Power and Light Company**

**1991 – 1997**

### **General Accountant**

**Blue Cross Blue Shield of Delaware**

**1986 – 1991**

## COMMUNITY ACTIVITIES

NCURA – Secretary Region II	2022-current
NCURA – Chair, Diversity, Equity, and Inclusion Taskforce; member	2021-current
UD – Leader, Social Justice Circle	2020-current
NCURA – Member at Large	2019-2021
UD LEAD (Leveraging Equity and Diversity) Ally (holistic multiculturalism)	2018-current
UD Wellness Ambassador	2018-current
Friends of Helen F. Graham Cancer Center	2008-current
Pancakes for Parkinson, volunteer chair	2011-2017
Sanford Parent Awareness Representative	2008-2016
After Prom Chair	2010, 2011, 2013-15
President – Sanford Home & School Association	2008-2009
Past President – Sanford Home & School Association post	2009-2010
President Elect Sanford Home & School Association	2007-2008
Hockessin Soccer GU10 Age Group Coordinator	Fall 2007, Spring 2008
Website (design & maintenance) for North Star Elementary PTA	Aug 2006 – Sep 2007
President North Star Elementary PTA (President-Elect 2005-6),(Trustee(2007-8))	2006-2007
North Star Elementary PTA Auction Co-Chair (raised \$23,000 for school)	2005-2006
Leader - Girls Scouts (Cookie Mom for 7 years)	2000 to 2011

## PERSONAL

Possess excellent interpersonal skills, highly organized, strong communicator, and enjoys physical fitness.