

Terri Bigham Appointed to Director of Contracts and Subawards for UCF Office of Research

A longtime leader in contract and proposal management at UCF, Bigham brings veteran experience to a crucial role within [UCF's Office of Research](#) and [Research Foundation](#).

By Eddy Duryea '13 | April 30, 2024



Terri Bigham was appointed in April to the position of Director of Contracts and Subawards for UCF's Office of Research and Research Foundation.

She is elated to have earned her new position and is grateful to UCF for providing an atmosphere where she can thrive.

“I’m very excited to have been selected,” Bigham says. “My almost 25 years of experience in research administration, from proposal submission to contract negotiation to compliance and everything in between, has provided me in-depth knowledge of the entire research lifecycle that uniquely qualifies me for this position. I’m thankful to have experienced great training, mentoring, and growth opportunities for so many years at the same employer.”

Bigham now will be responsible for guiding the contracts and subawards team and work in tandem with Office of Research executive leadership.

She began her career as a proposal coordinator at the university in 2000. Her diligence and accumulation of experience allowed her to earn various managerial and director roles within the Office of Research in the 24 years preceding her current appointment.

Bigham hopes to continue building upon her momentum in her new position.

“My overall goal is to optimize the efficiency and effectiveness of the contracting team by fostering a collaborative and supportive environment, streamlining where possible, and through continual training and professional development of staff,” she says.

Cultivating her colleagues and helping them unleash their potential is an achievement Bigham takes great pride in.

“Looking back on my career with UCF, my proudest accomplishment has been seeing staff that I’ve trained and mentored go on to do great things,” she says. “Whether they are at UCF or another institution, it’s great to know I’ve helped set them up for success in those different roles or new responsibilities.”

Bigham has seen how UCF has evolved throughout her career, and she is thankful to have played an integral part in its growth.

“Slowly and surely our portfolio has grown and so has the Office of Research, with ever-increasing and more complex regulations each year presenting opportunities to stretch and grow in knowledge,” she says.

Bigham has earned the confidence of her longtime peers and colleagues, like Kim Smith, UCF's Assistant Vice President for Research Administration.

“Terri brings over 20 years of experience and expertise to this role,” Smith says. “Her dedication to excellence and her deep understanding of research administration makes her an excellent fit for leading our contracts and subawards team.”

Bigham and her family “bleed black and gold” and are all-in on UCF. Her husband, Scott, received his bachelor's degree from UCF while their daughter-in-law and two of their children also have graduated from UCF with another in attendance.

Bigham holds many memories dear from her tenure at UCF, but one of her fondest – and most humorous to her – is one of retired president John Hitt.

“In the early 2000's, I happened to be sitting with Dr. John Hitt, UCF's President at the time,” she says. “He asked me what I thought was holding UCF back from being in the ‘big time’ and I said, ‘An on-campus football stadium!’ He told me that would never happen, but I like to think he took my advice.”