University of California, Berkeley
Controller’s Office

Daniel Feitelberg
Interim Vice Chancellor and Chief Financial Officer

Michael Riley
Associate Vice Chancellor and Controller

Administrative Officer
Kristina Lisle

Sr Director, Gift and Investment Accounting
UDAR
Glen Chang

Director of Accounts Payable and Travel
Dan Parnas

Director of Accounts Receivable and Banking Services
Kirsten Wechling

Director of Contracts and Grants Accounting
Beata Najman

Director of Financial Accounting and Controls
Natalie Garkusha

Director of Payroll Policy and Controls
Crystal Parkinson

Director of BFS Business Systems
Tracy Okamura
University of California, Berkeley
Contracts and Grants Accounting

- ARaging
- Statement of accounts to sponsors
- Receivables collections
- Research requests and respond to inquiries
- Year-end financial reporting - bad debt review
- Review and monitor suspense and credit balances
- Update accounts receivable policies and procedures
- Check receipts
- AR cash deposits & application
- UAR/AR WIP reporting
- cga_receivables@berkeley.edu departmental email
- Deficit clearing
- Intercampus requests for reimbursement and reporting
- Quarterly Federal Cash Transaction verifications
- IRR monitoring and collection
- Intercampus Financial Control recon review
- Membership and Caltrans overhead distributions
- Review, monitor, and adjust for GAIL insurance assessment
- CIEE management fee distribution
- Fiscal year-end close
- STIP refunds to DHHS
- GL to PC reconciliations and monitoring
- High Risk Direct Revers
- Cga_receivables@berkeley.edu departmental email
- External and internal audit coordination
- Effort Reporting System
- Post-award compliance monitoring
- Month-end close including data validations
- Fiscal year-end close
- Sponsored award statistics
- cgaawards@berkeley.edu departmental email
- cga_help@berkeley.edu departmental email
- Quarterly-variance analysis
- Internal controls for ICTRL
- ICTRL Budget
- HCM maintenance
- Balance sheet review and reconciliation
- SIFA/CAFP report maintenance
- System Management Administrator
- Process documentation
- Fiscal year-end close
- Fund inactivation
- BFS PC systems - Testing - Monitoring - Maintenance - Reconciling

- Invoicing, LOC drawdowns, post invoices to website
- Online invoicing
- System access tracking
- New award and modification set-up in PeopleSoft Contracts and Grants module
- New award and modification budget review and upload
- Interim and final financial reports/Indirect cost exception
- Invoicing (non LOC)
- Coordinate special invoicing requirements
- Maintain award information in PeopleSoft Contracts and Grants module (e.g., No Cost Extension)
- Fiscal compliance with sponsor, agency and UC guidelines
- Cost sharing review and reporting
- Departments and sponsors issue resolution
- Communications related to post-award financial administration
- Service delivery
- Award closeout
- Inactivating funds
- Review and update CGA procedures and manuals

Last updated:  Feb 2024
University of California, Berkeley
Financial Accounting and Controls

Natalie Garkusha
Director

Plant Accounting and Analysis
Sandra Carnero
- James Cooney
- Hossai Necko
- Tammee Tan
- Christian Tom

- Journal entry processing (related to plant funds and depreciation)
- Account analysis and reconciliation (including capital assets-related)
- Chart of account maintenance-plant
- CAAN maintenance
- Debt financing draws
- IRS declarations for external financing
- State capital appropriation claims
- Year-end financial reporting and schedules
- Financial statement external audit support
- Financial accounting analysis of third party capital transactions
- Campus support (plantaccounting@berkeley.edu)

Reporting and Analysis
Sonali Wickramasinghe
- Chris Tokarski
- Janet Hui
- Leo Shevyakov
- Bhavya Rengachary

- Account analysis and reconciliation (including revenue/expense variation analysis)
- Chart of account maintenance-agency, current, loan
- Allocations (AFC, IDC on non C&G funds, STIP)
- Billing (LBNL, International House, HHMI)
- Mapping to UCOP COA
- Special state appropriation claims
- Financial statement preparation
- Monthly and fiscal close coordination
- Year-end financial reporting and schedules
- Financial statement external audit support
- Campus support (gao@berkeley.edu)

Reconciliation and Analysis
Ariana Lightner
- Dora Chen
- Eric Zhou
- Jose Luis Ibarra-Gutierrez

- Journal entry processing (including bank fees, SHLP/ZIP loans, suspense clearing)
- Account analysis and reconciliation (including cash, payroll, loan, inventory, clearing accounts)
- UC Path location champion (journal interface, certain Gl-related business processes and projects) and jira defect liason
- Central deptid analysis and monitoring
- Financial accounting analysis of complex transactions (other than capital transactions)
- Campus support (controllers_ucpath@berkeley.edu)

Internal Controls, Compliance, and Reconciliation
Yohei Azuma
- Amanda Cai
- Mario Estrella - vacant

- Account analysis and reconciliation (including revenue/expense variation analysis)
- Chart of account maintenance-agency, current, loan
- Allocations (AFC, IDC on non C&G funds, STIP)
- Billing (LBNL, International House, HHMI)
- Mapping to UCOP COA
- Special state appropriation claims
- Financial statement preparation
- Monthly and fiscal close coordination
- Year-end financial reporting and schedules
- Financial statement external audit support
- Campus support (gao@berkeley.edu)

- Journal entry processing (including Intercampus, ITOF)
- Account analysis and reconciliation (including receivables, payables, intercampus, etc.)
- External audits reporting
- DFU/SAR controls monitoring
- Division certification and management rep coordination
- Unrelated business income tax and other tax related issues
- Financial statement external audit support and coordination
- Campus support (financialcontrol@berkeley.edu and itof@berkeley.edu)

Last updated: Feb 2024
University of California, Berkeley
Payroll Policy and Controls

Crystal Parkinson
Director

CalTime Timekeeping and Friendly Name Application
Systems Administration
Theron Ginn
Kristina Ruiz

Payroll and Tax Compliance
Supervisor
Jerri Rausse

Glacier Non-resident Tax
Administration and Reconciliation
Sofia Nekmal
Katy (Lai Nei) Chung

Pay Analysis, Adjustments and Customer Service
Anne Sato
-vacant-

Payroll System
- Release coordination
- System and production maintenance
- PPS access and security
- PPS ad-hoc reports

CalTime Timekeeping System
- Access
- Respond to Service Now tickets
- Trouble shoot system issues
- System configuration
- Change Request Management
- Upgrades and releases
- Testing and validation
- Approval reminder notifications
- System approval sign off

Friendly Name Application
- Access and System maintenance
- Change Management

UCPath
- 181/618/185 file submission and error triage

Payroll Escalation and Foreign Tax Compliance
- Customer Service Window Service
- GLACIER documentation
- Foreign tax payments
- Legacy PPS Troubleshooting & Adjustments
- UCPath pay escalation
- Instant Pay Card Special Handling
- Special Projects (Payroll review and analysis)
- PPS Overpayment netcalc

Audit and Reporting
- Journal adjustments
- Inter-campus transfers
- Billing journals
- PPS Check reissuance
- Imputed Income
- GL Accounts review
- Payroll records & data requests
- FICA review and adjustments
- 1042 remittance and reporting

Last updated: Mar 2024