University of California, Berkeley
Accounts Receivable and Banking Services

Kirsten Wechling
Director

AR & Payments Operations
Nicole Delhomme

- Electronic Payments Analyst
  Melissa Cunningham
- Student AR Analyst
  Deborah Clark
  Darin Foster
  Aaliyah Jones
- Payments Analyst
  - vacant -

AR & Payment Solutions
- vacant -

- AR Systems Analyst
  Pam Creason
  John Aczon
- Payment Solution Analyst
  Timi Adegbite

Loans & Non-Student AR
Nominique Chico
Miriam Hudson
Kwan Kim

Analytics & Reconciliation
Hui Xie

- Student Billing & AR Recovery
- TPC Student Sponsors
- Student & Non-Student Cashiering
- Petty Cash & Human Subject Fund Management
- Student Inquiry Management
- Campus Bank Deposit Coordination

- Student AR system QA & Configuration
- Training & Support
- System Testing

- New Payment Product Evaluation
- Merchant Coordination
- Campus PCI compliance

- Non-Student Billing & AR Recovery
- Student Loan Administration, Counseling, and Collections
- Faculty Home Loan Counseling
- Student Institutional Loan Issuance

- Reconciliation Clearing
- Journal Entries
- Data Analysis

Last updated: October 2020
University of California, Berkeley
Contracts and Grants Accounting

Contracts & Grants Accounting Manager
Natalia Lau

Accounts Receivable
Tina Yang

Bhakti Jinjuwadia

Accounting & Reporting
Sravan Duggirala

Paul Howl

Accounting & Compliance
Victoria Wu

LOC Invoicing & Draw Down
Holly Xu

Accounting & Financial Analysis
Michelle Teoh

Contracts & Grants Manager
Lynne Coulson

Marrese Coleman
Reggie Santa Cruz
Glenda Smith
Julia Salvador

Contracts & Grants Manager
Varun Bhatnagar

Erick Fernandez
Winnie Wang
S. Martin Mustafa

Contracts & Grants Manager
Esther Chang

Katelyn Barrett
Philip Larkin
Marina Lum
Sharon Wang

Contracts & Grants Manager
Julio Rodriguez

Mark Roderick
Stefan Fan
Thess Solis
Angel Ryono

RA 2 - vacant

• AR aging
• 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
• Validation query reporting
• cgareceivable@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
cgaawards@berkeley.edu departmental email
cgaar@berkeley.edu departmental email

• Deficit clearing
• Intercampus requests for reimbursement and reporting
• Quarterly federal cash transaction verifications
• IRR monitoring and collection
• Intercampus Financial Control reconciliation
• Membership and Caltrans overhead distributions
• Review, monitor, and adjust for SREC insurance assessment
• CEE management fee distribution
• Fiscal year-end close
• STIP refunds to DHS
• Cga_ar_help@berkeley.edu departmental email

• Late payroll cost transfer review
• Financial reporting & data analysis
• GL to PC reconciliations and monitoring
• Fiscal year-end close
• BFS PC systems - Testing - Monitoring - Maintenance - Reconciliation
• Sponsored award statistics

• Quarterly variance analysis
• Internal controls for CGA
• AVFPC Budget
• AVFPC HCM maintenance
• Balance sheet review and reconciliation
• UAR/AR WIP reporting
• SEFA/CAPF report maintenance
• System Management Administrator
• Process documentation
• Fiscal year-end close
• Fund inactivation

• 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: October 2020
University of California, Berkeley
Financial Accounting and Controls

Natalie Garkusha
Director

Plant Accounting & Analysis
Sandra Carnero
- James Cooney
- Hossai Necko
- Tammee Tan
- vacant

Reporting & Analysis
Sonali Wickramasinghe
- Janet Hui
- Leo Shevyakov
- Chris Tokarski
- Joseph Wong

Reconciliation & Analysis
Ariana Lightner
- Marissa Ortega
- vacant
- vacant

Internal Controls, Compliance, & Reconciliation
Yohei Azuma
- Amanda Cai
- Mario Estrella
- Jenny Huynh

- Journal entry processing (including bank fees, all plant funds-related, depreciation)
- Account analysis and reconciliation (including cash, capital assets)
- 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)

- 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)

- Account analysis and reconciliation (including payroll, loan, clearing accounts)
- UC Path project (certain GL-related business processes and interface)
- Central deptid analysis and monitoring
- Related organization and component unit analysis
- Financial accounting analysis of complex transactions (other than capital transactions)

- Journal entry processing (including Intercampus, ITOF)
- Account analysis and reconciliation (including receivables, payables, intercampus, etc.)
- External audits reporting
- DFL/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: May 2020
University of California, Berkeley
BFS Business Systems

Tracy Okamura
Director

FIS Security
Barbara Scullion

- System Access Review
- BFS security
- SARA request system

FIS Financials
Chanden Deep

- General ledger module
- UCOP reporting
- Month end close coordination
- Chartfields
- Combo edit maintenance
- Batch interfaces – journals
- HCM interface
- BIBS module
- Accounts payable module
- Batch interfaces – vouchers
- BearBuy interface to AP/PO
- Supplier interfaces

FIS Program
Gopi Margam

- Maintenance patching
- Unit and Regression Testing
- System Implementations and upgrades
- Automatic test script creation, maintenance and execution
- Coordination of Communications and Change Management

Automated Testing

- Requirements gathering & modifications
- Query writing

FIS Grants
Anoop Hirdani

- Grants, contracts, projects and commitment control modules
- Phoebe interface
- CBR processing
- PPS Payroll Suspense Clearing
- AR, billing, and eBill modules
- Billing interfaces
- Invoice formats
- Aging and dunning processes
- Billing and AR month end close
- New billing and AR business unit setup
- UCPATH Integration for employee data
- CGA Month end close
- Effort Reporting Interfaces

Grants Analyst
Teja Pichikala
Neeran Sharma
Fenny Teng
Rajesh Koppanath

- Campus application integrations
- Business process improvement and mapping
- Special Projects

- System documentation
- UCPATH ChartField and COA Validation Interfaces

Last updated: October 2020