University of California, Berkeley
Financial Accounting and Controls

Natalie Garkusha
Director

Plant Accounting and Analysis
Sandra Carnero
—
James Cooney
Hossai Necko
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Reporting and Analysis
Sonali Wickramasinghe
—
Chris Tokarski
Janet Hui
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Bhavya Rengachary

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

Internal Controls, Compliance, and 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)
- Campus support (controllers_ucpath@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: Jun 2023
University of California, Berkeley
Payroll Controls and Timekeeping Integration

Crystal Parkinson
Director

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

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
Shanmei Yue
Anne Sato

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: Jan 2022
• System Access Review
• BFS security
• SARA request system

• General ledger module
• UCP reporting
• Month end close coordination
• Chartfields
• Combo edit maintenance
• Batch interfaces – journals
• HCM interface
• BIBS module
• UCPATH Integration for employee data
• Accounts payable module
• Batch interfaces – vouchers
• BearBuy interface to AP/PO
• Supplier interfaces

• 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
• CGA Month end close
• Effort Reporting Interfaces

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

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

• Requirements gathering & modifications
• Query writing

• System documentation
• UCPATH ChartField and COA Validation Interfaces