University of California, Berkeley
Accounts Receivable and Banking Services

Kirsten Wehling
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
- vacant -
  Nomirique 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
Contracts and Grants Accounting

Elizabeth Chavez
Director

Contracts & Grants Accounting Manager
Natalia Lau

Accounting & Financial Analysis
Michelle Teoh

Contracts & Grants Manager
Lynne Coulson

Contracts & Grants Manager
Katie Hudson

Accounts Receivable
Tina Yang

Accounting & Reporting
Savara Duggirala

Accounting & Compliance
Victoria Wu

LOC Invoicing & Draw Down
Holly Au

Contracts & Grants
Lever Seveilleja

Contracts & Grants
Varun Bhatnagar

Contracts & Grants
Esther Chang

Contracts & Grants
Julie Rodrigues

- AR aging
- Statement of accounts to sponsors
- Receivables collection
- 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
- gaaawards@berkeley.edu departmental email
- gahelp@berkeley.edu departmental email
- External audit and internal audit coordination
- Effort Reporting System
- Post-award compliance monitoring
- Month-end close including data validations
- Fiscal year-end close
- gaaawards@berkeley.edu departmental email
- gahelp@berkeley.edu departmental email
- AR cash deposits & application
- Validation query reporting
- gaaawards@berkeley.edu departmental email
- gahelp@berkeley.edu departmental email
- Deficit clearing
- Intercampus requests for reimbursements 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 GAEL insurance assessment
- CEE management fee distribution
- Fiscal year-end close
- STIP refunds to DHHS
- gaaawards@berkeley.edu departmental email
- gahelp@berkeley.edu departmental email
- Late payroll cost transfer review
- Financial reporting & data analysis
- Grants to PC reconciliations and monitoring
- Fiscal year-end close
- BPS PC systems - Testing - Monitoring - Maintenance - Training - Reconciling
- Sponsored award statistics
- Quarterly variance analysis
- Internal controls for CGA
- AVFIC Budget
- AVFIC HCM maintenance
- Balance sheet review and reconciliation
- IUAR/AR WIP reporting
- SEFA/CAFP report maintenance
- System Management Administrator
- Process documentation
- Fiscal year-end close
- Fund motivation
- 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 Camero
—
James Cooney
Hossai Necko
Tamme Tan
Nadia Culinco

Reporting & Analysis
Sonali Wickramasinghe
—
Janet Hui
Leo Shevyakov
Chris Tokarski
-vacant-

Reconciliation & Analysis
Ariana Lightner
—
Marissa Ortega
Bhavya Rengachary
Dora Chen

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, STIF)
- 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
- 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: January 2021
University of California, Berkeley
Payroll Controls and Timekeeping Integration

Crystal Parkinson
Director

Systems PPS/CalTime/Friendly Name Application
Theron Ginn
Kristina Ruiz

Foreign Tax Compliance
- vacant -

Payroll Support Reporting and Foreign Tax
Jerri Rausse

Pay Analysis / Customer Service
Shanmei Yue

Foreign Tax Compliance
Sofia Nekmal

Payroll Taxes/MLA's
Anne Sato

Postdoc Billed Direct/Imputed Income
Katy Lai Nei Chung

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
- Troubleshoot 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
- UCPay escalation
- Instant Pay Card Special Handling
- Special Projects (Payroll review and analysis)
- PPS Overpayment netcals

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: October 2020
University of California, Berkeley
BFS Business Systems

Tracy Okamura
Director

FIS Security
Barbara Scullion

FIS Financials
Chanden Deep

FIS Grants
Anoop Hirdani

FIS Security
Justin Whitmer

AP Analyst
- vacant -

GL Analyst
Richard Burge
Mauricio Sosa

Automated Testing

Grants Analyst
Teja Pichikala
Neeraj Sharma
Fenny Teng
Rajesh Koppanath

- System Access Review
- BFS security
- SARA request system

- 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

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

- 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

- Requirements gathering & modifications
- Query writing
- System documentation
- UCPATH ChartField and COA Validation Interfaces

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

Last updated: October 2020