Berkeley Campus Shared Services

College of Letters & Science – Division of Biological Sciences

Clicking on names below will direct you to full directory information; all email addresses are @berkeley.edu

| Department or Group | HR/APS Partner (Staff and non-senate titles) | HR Generalist (Students, visiting scholars, volunteers) | Purchasing Specialists (Questions and inquiries) | T&E Specialists (Questions and inquiries) | Research Administrators | IT Support |
|------------------------------------|--|---|--|--|--|---------------------------------------|
| Biosciences Divisional Services | Faculty/Supervisor last name: A – H Becca Schatz rkschatz@ | | | | | |
| Integrative Biology | I – K <u>Terri Leong</u> | Melissa Ellingson biohrgeneralist@ | Sue Burchfield sburch@ | Maria Alday malday@ | Search by Investigator: | CSS IT: Create a ticket |
| Molecular & Cell Biology | terri.leong@ L – Z <u>Sabastian Belser</u> sswbelser@ | | < \$5,000 Stephen Pride Raffel spride@ | Miriam Zavala miriam40@ | https://phoebe.rac. berkeley.edu/search Access information, | 664-9000 x 1 itcsshelp@ berkeley.edu |
| Biology Scholars Program | Sabastian Belser sswbelser@ | | > \$5,000 | _ | if needed: http://rac.berkeley.ed u/phoebe/search.html | |
| Cancer Research Laboratory | <u>Becca Schatz</u> rkschatz@ | | View entire team here: http://sharedservices. | View entire team here: http://sharedservices. | | |
| Electron Microscope Laboratory | <u>Terri Leong</u> terri.leong@ | | berkeley.edu/pdf/BFS- OrgChart.pdf | berkeley.edu/pdf/BFS- OrgChart.pdf | | |
| Innovative Genomics Initiative | <u>Becca Schatz</u> rkschatz@ | | | | | |
| Physical Education Program | <u>Terri Leong</u> terri.leong@ | | | | | |

Should you experience any issues with the services you receive from Campus Shared Services, please refer to the escalation path below:

| | · | - | - | - | | - | |
|-------------------------------|----------------------------------|---|---|-------------------------|----------------------------|------------------------|---------------------------------------|
| HR/Academic Personnel Support | | Business & Financial Services | | Research Administration | | Information Technology | |
| Supervisor | Shannon Kotter shannonkotter@ | Supervisor Purchasing Supervisor T&E | Robin Baca rbaca@ Jorge Perez (interim) jhperez@ | Supervisor | Sue Logan slogan@ | Supervisor | IT Zone Supervisor Map |
| Manager | Cindy Kennon ckennon@ | Manager | Shivani Bhatia shivanibhatia@ | Manager | Katie Hudson khudson@ | Manager | Jeanette Robinson jeanette@ |
| Director | Janet Speer jspeer9997@ | Service Director | Seana Van Buren skelly@ | Service Director | Seana Van Buren skelly@ | Director | <u>Jerry Yerardi</u> yerardijerry@ |