### MCB Department Chairs
- David Drubin, Co-Chair, MCB
- Nipam Patel Co-Chair, MCB

### MCB Division Heads
- Barton, Feller, Heald, Koshland, Nogales

### Academic Services
- Mark Jenkinson
  - Grad Student Services, Curriculum Planning, and Faculty Seminar Support (8.00)
  - Responsibilities: Student recruitment, admissions, advising & counseling, progress to degree, GSI appointments, funding packages. Grant program funds administration (training grants, block grants, discretionary funds).
  - Seminar program support, special events, Division meetings.

### Undergraduate Student Services and Concurrent Enrollment
- Carla Galicia (5.5)
  - Responsibilities: Advising, counseling, outreach activities, commencement.
  - Course scheduling, evaluations, approvals, textbook, preparation & copying of course materials, AV arrangements.

### Building Operations & Research Facilities
- Derek Apodaca
  - Responsibilities: Copying of course materials, AV approvals, textbooks, preparation & presentations.

### BDS Financial Services
- Sharon Gillars

### Academic Human Resources
- Mary Hsueh
  - Responsibilities: Grad program funds administration (training grants, block grants, discretionary funds).

### Technical Services
- Lisa Gerick
  - Responsibilities: Grad program funds administration (training grants, block grants, discretionary funds).

### Project Policy Analyst III
- Tanya Sullivan (Contract .50)
  - Responsibilities: Research grants, contracts, equipment acquisitions.

### Executive Asst. for IB Chair
- Rachel Kayen (1.00)
  - Responsibilities: Graduate student research services.

### Executive Asst. for MCB Division Head
- Monica Albe & Karen Hronek (2.00)
  - Responsibilities: Administrative Support for MCB Chairs & BDS Director.

### MCB Lab Course Support
- Erol Kepkep & Fei Lin
  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: MCB lab course support.

### Technical Research Support Services
- Alison Killdea and Hitomi Asahara (16.0)
  - Responsibilities: Research grants, contracts, equipment acquisitions.

### Academic Personnel
- Lisa Gerick
  - Responsibilities: Academic Personnel.

### Computing Support
- Lisa Gerick
  - Responsibilities: Computing Support.

### Lab Course Support
- Lisa Gerick
  - Responsibilities: Lab Course Support.

### MCB Department Chairs
- Robert Dudley, Chair, IB
- George Bentley, Vice-Chair, IB

### IB Department Chair/Vice Chair
- Robert Dudley, Chair, IB
- George Bentley, Vice-Chair, IB

### Academic Coordinator II
- Tim Herrlinger
  - Responsibilities: Academic Coordinator II.

### Computing Support
- Lisa Gerick
  - Responsibilities: Computing Support.

### Lab Course Support
- Lisa Gerick
  - Responsibilities: Lab Course Support.

### Lab Course Support
- Lisa Gerick
  - Responsibilities: Lab Course Support.

### BDS Financial Services
- Sharon Gillars
  - Responsibilities: BDS Financial Services.

### MCB Lab Course Support
- Erol Kepkep & Fei Lin
  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.

### Undergraduate Student Services and Concurrent Enrollment
- Carla Galicia (5.5)
  - Responsibilities: Advising, counseling, outreach activities, commencement.

### Director of Administration & Operations
- Lisa Gerick (1.00)
  - Responsibilities: Director of Administration & Operations.

### MCB Lab Course Support
- Erol Kepkep & Fei Lin
  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.

### Academic Personnel
- Lisa Gerick
  - Responsibilities: Academic Personnel.

### Computing Support
- Lisa Gerick
  - Responsibilities: Computing Support.

### Lab Course Support
- Lisa Gerick
  - Responsibilities: Lab Course Support.

### MCB Lab Course Support
- Erol Kepkep & Fei Lin
  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.

### Undergraduate Student Services and Concurrent Enrollment
- Carla Galicia (5.5)
  - Responsibilities: Advising, counseling, outreach activities, commencement.

### Building Operations & Research Facilities
- Derek Apodaca
  - Responsibilities: Building Operations & Research Facilities.

### BDS Financial Services
- Sharon Gillars
  - Responsibilities: BDS Financial Services.

### Academic Human Resources
- Mary Hsueh
  - Responsibilities: Academic Human Resources.

### Technical Services
- Lisa Gerick
  - Responsibilities: Technical Services.

### Project Policy Analyst III
- Tanya Sullivan (Contract .50)
  - Responsibilities: Project Policy Analyst III.

### Executive Asst. for IB Chair
- Rachel Kayen (1.00)
  - Responsibilities: Executive Asst. for IB Chair.

### Executive Asst. for MCB Division Head
- Monica Albe & Karen Hronek (2.00)
  - Responsibilities: Executive Asst. for MCB Division Head.

### MCB Lab Course Support
- Erol Kepkep & Fei Lin
  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.

### Technical Research Support Services
- Alison Killdea and Hitomi Asahara (16.0)

### Academic Personnel
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  - Responsibilities: Academic Personnel.

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  - Responsibilities: Computing Support.

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  - Responsibilities: Lab Course Support.

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  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.

### Undergraduate Student Services and Concurrent Enrollment
- Carla Galicia (5.5)
  - Responsibilities: Advising, counseling, outreach activities, commencement.

### Building Operations & Research Facilities
- Derek Apodaca
  - Responsibilities: Building Operations & Research Facilities.

### BDS Financial Services
- Sharon Gillars
  - Responsibilities: BDS Financial Services.

### Academic Human Resources
- Mary Hsueh
  - Responsibilities: Academic Human Resources.

### Technical Services
- Lisa Gerick
  - Responsibilities: Technical Services.

### Project Policy Analyst III
- Tanya Sullivan (Contract .50)
  - Responsibilities: Project Policy Analyst III.

### Executive Asst. for IB Chair
- Rachel Kayen (1.00)
  - Responsibilities: Executive Asst. for IB Chair.

### Executive Asst. for MCB Division Head
- Monica Albe & Karen Hronek (2.00)
  - Responsibilities: Executive Asst. for MCB Division Head.

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  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.

### Technical Research Support Services
- Alison Killdea and Hitomi Asahara (16.0)

### Academic Personnel
- Lisa Gerick
  - Responsibilities: Academic Personnel.

### Computing Support
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  - Responsibilities: Computing Support.

### Lab Course Support
- Lisa Gerick
  - Responsibilities: Lab Course Support.

### MCB Lab Course Support
- Erol Kepkep & Fei Lin
  - Responsibilities: MCB lab course support.

### IB Lab Course Support
- Tami Mau
  - Responsibilities: IB lab course support.
Academic and Staff Human Resources
Biosciences Divisional Services (BDS) and Campus Shared Services (CSS)

BDS Academic HR

Director
Lisa Gerick
643-5909

Academic HR -- IB & MCB
AP Manager
Mary Hsueh
643-5125

Academic HR -- IB
AP Analyst 3
Cecilia Mafnas
642-0844

Academic HR -- MCB
AP Analyst 3
Kristina Osborn
664-7085

CSS Team 4
Staff and Non-Senate Academic HR Support

HR / Academic Personnel Support Director
Janet Speer
664-9389

HR Manager
Cindy Kennon
292-7569

HR Supervisor
Shannon Kotter
725-5559

HR Partner
Jessica Horning
292-8410

HR Partner
Sabastian Belser
679-0111

HR Recruiter
Gabe Suarez
664-9661

HR Partner
Terri Leong
990-2260

HR Generalist
Melissa Ellingson
664-9628

HR Generalist
Kelly Peeples
664-9000 xt. 3

Payroll Analyst
Jeremy de la Pena
664-9341

Visa Coordinator
Roberta Santos
664-9637

CSS Team 9
Staff and Non-Senate Academic HR Support

HR Manager
Teri Mortimer
664-9648

HR Partner
La Tonia Bolds
664-9636

HR Generalist
Rafael Canela
666-3397

HR Partner
Natasha Singh
664-9648

HR Services
Francesco Brofferio
666-3329

HR Generalist
Azin Gervin
642-3568

February 2017
Scientific Support Facilities
Molecular & Cell Biology (MCB)

Director
Lisa Gerick
643-5909

Financial Service Director
Sharon Gillars
643-8127

Lab Research Supervisor
Hitomi Asahara
642-6383

Staff Research Associate III
Millicent Wilson
642-6383

Staff Research Associate II
Pingping He
642-5496

Staff Research Associate II
Brian McCarthy
642-2901

Staff Research Associate III
Open

Staff Research Associate II
Julie Vargas
julievargas@berkeley.edu

Staff Research Associate I
Dorothy Okamoto
642-6383

Lab Research Supervisor II
Alison Killilea
642-5956

Staff Research Associate II
Carissa Tasto
642-5956

Lab Assistant III
Loida Pineda
642-5915

Lab Assistant III
Sara Sosa
642-5088

Lab Helper
Yvette Castillejo

Lab Helper
Maria Hernandez
mhernandez@berkeley.edu

Lab Helper
Zarah Arce

Lab Helper
Asha White

Scientific Support Facilities (DNA Sequencing, Tissue Culture, Fly Food, On-Call Glassware Washing, Media Prep) and Laboratory Course Support

February 2017