



**MT. SAN ANTONIO COLLEGE
PRESIDENT'S CABINET REVIEW OF
REQUESTS TO FILL
November 15, 2016**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Reason for Denial
Human Resources Technician	Human Resources	1.0	12	Replaces Eugenia Scott (Resignation)			
Director, Strong Workforce Initiatives	Instruction	1.0	12	New Position			
Associate Vice President	Fiscal Services	1.0	12	Replaces Rosa Royce			

A handwritten signature in blue ink, appearing to read "Dr. Scroggins", written over a horizontal line.

Reviewed by Dr. Scroggins

11/15/16

Date

**** Instructions**

1. Human Resources to complete this form, attach copies of each Request to Fill, and submit to President's Cabinet for approval.
2. Human Resources will notify requesting manager regarding the decision of President's Cabinet (approved, denied, modified, etc.).
3. Human Resources will submit a copy of this form and copies of each Request to Fill to Fiscal Services.
4. Copies of this form will be attached to each Request to Fill and maintained by the Human Resources staff.