



**MT. SAN ANTONIO COLLEGE
PRESIDENT'S CABINET REVIEW OF
REQUESTS TO FILL
September 11, 2018**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Reason for Denial
Administrative Specialist IV (Part-Time)	School of Continuing Education	0.475	12	Newly Funded Position	✓		
Administrative Specialist IV	Student Services	1.00	12	Newly Funded Position	✓		
Athletic Trainer (Part-Time)	Kinesiology, Athletics and Dance	0.475	12	Michael Landas	✓		
Coordinator, Project/Program	Student Services	1.00	12	Amrik Johal	✓		
Coordinator, Writing Center	Writing Center	1.00	12	Patricia Do Carmo		X	Needs more review
Financial Aid Systems Technician	Financial Aid	1.00	12	Newly Funded Position	✓		
Information Technology Support Technician	Information Technology	1.00	12	Vincent Herrera	✓		
Tutorial Services Assistant	Adult Basic Education	0.475	12	Marisel Bancod-Gileno	✓		

Reviewed by Dr. Scroggins

Date 9/11/18

**** Instructions**

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