



MT. SAN ANTONIO COLLEGE PRESIDENT'S CABINET REVIEW OF REQUESTS TO FILL January 29, 2019

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Reason for Denial
Career Services Specialist	Short-Term Vocational	1.00	12	New Position		X	on hold for discussion
Computer Facilities Assistant	English as a Second Language	0.475	12	Calixto Ortiz	✓		
Equipment Assistant	Air Conditioning & Welding	0.475	12	Nicholas Smith	✓		
Printing Services Technician	Fiscal Services	0.475	12	Brandon Smith	✓		
Project/Program Specialist	Library & Learning Resources	1.00	12	Nicee Gonzalez	✓		




 Reviewed by Dr. Scroggins _____ 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.