



MT. SAN ANTONIO COLLEGE
PRESIDENT'S CABINET REVIEW OF
REQUESTS TO FILL
October 2, 2018

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Reason for Denial
Administrative Specialist I	Information Technology	0.75	12	Tiffany Rusich	✓		
Career Services Specialist	Counseling	1.00	12	Newly Funded Position	✓		
Computer Facilities Assistant	Information Technology	0.475	12	David Gordon	✓		
ESL Outreach Specialist	English as a Second Language	0.475	12	Kelly Velasquez	✓		
Financial Aid Specialist (Community Engagement) - 1 of 2	Financial Aid	1.00	12	Newly Funded Position	✓		
Financial Aid Specialist (Community Engagement) - 2 of 2	Financial Aid	1.00	12	Newly Funded Position	✓		
Transfer Specialist	Counseling	1.00	12	Newly Funded Position	✓		


Reviewed by Dr. Scroggins

10/9/18
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.