



**MT. SAN ANTONIO COLLEGE  
PRESIDENT'S CABINET REVIEW OF  
REQUESTS TO FILL  
July 21, 2020**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Comments
Assistant Director, Community and Contract Education	Noncredit/Continuing Education	1.00	12	New Position			JD is under review by Management Steering. Will go to PC on 7/21/20.
Fiscal Specialist	Fiscal Services	1.00	12	Dayana Duarte			
Fiscal Technician II	Fiscal Services	1.00	12	Graciela Espinoza			

  
Reviewed by Dr. Scroggins

July 21, 2020  
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.