

MT. SAN ANTONIO COLLEGE

Human Resources

REQUEST TO FILL - FACULTY POSITION

****This form is used to gain approval prior to recruiting for a position. Instructions for completing this form are located on the back.**

Discipline/Title: Professor ASL and InterpretingDepartment: ASL &IDivision: Humanities and Social Sciences DivisionMonths per Year: ☒ 10 months ☐ 11 months ☐ 12 months#Days per Year: ☒ 175 ☐ 195 ☐ 210 ☐ Other: _____☐ Funded: _____

Former Employee (if applicable): _____

☐ Newly Funded Position Fiscal Year _____☐ Tenure Track☒ Temporary Faculty (one year)

Please list any changes in the budgeted position as described above (i.e., title, time, term, etc.).

Background and Rationale (use back of form if additional space is needed):

See AttachedPlease list the Account Number(s) and Budget Amount(s) that is/are being used **to fund** this Position. **This section MUST be completed in order to provide budget for the position.** **116000**Account Number(s): 11000-345500-111000-080900-1100 100 % Amount \$ 130,088

Account Number(s): _____ % Amount \$ _____

Funding: (check all that apply) ☒ General Fund Unrestricted ☐ Restricted Funds ☐ Categorical ☐ Grant
☐ Annual renewal of this position is contingent upon the College's receipt of continued funding

Duration (if grant funded): Beginning date: _____ End date: _____

Comments: _____

Signatures:

Lance Heard
 1. Requesting Manager Signature 6-1-22
 Date

Kelly M. Fowler
 2. Division Vice President Signature 6/1/22
 Date

Bess Boyce
 3. Chief Budget/Compliance Signature 06/02/22
 Date

Jill Davis-Harris
 4. Human Resources Signature 6/9/2022
 Date

Suchanong
 5. Vice President, Human Resources 6/16/2022
 Date

☐ Funding available ☐ Funding not available Position Number: _____ Contract Number: **111006**

Comments: _____

Reviewed by President's Cabinet, the following action was taken on the above request:

☒ Approved to fill immediately ☐ Denied ☐ Modified

If position **does not have funding**, provide funding directions: _____

Rationale: _____

William J. Srogan
 6. Signature of President/CEO 6.21.22
 Date

SALARY PROJECTION

POS CLASS	UNIT	POSITION	ACTUAL FTE	RANGE	STEP	TOTAL MONTHS	FUND	ORG	ACCT	PROG	ACTIV	ACCOUNT PERCENT	FRINGE BENEFIT ACCTS					TOTAL SALARY	311000	STRS	MEDI	CIL	SUI	W/C	TOTAL BENEFITS	TOTAL SALARY & BENEFITS
													Estimated Benefit Rates for 2022-23	19.100%	1.450%	Varies	0.50%	1.510%								

FY 22-23

FA175	FA	Professor, American Sign Language (10 mths Col 2 Stp 7)	1.00	2	7	10	11000	XXXXXX	111000	XXXXXX	1100	100%	94,236	17,999	1,366	14,593	471	1,423	35,852	130,088
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