



**MT. SAN ANTONIO COLLEGE  
PRESIDENT'S CABINET REVIEW OF  
REQUESTS TO FILL  
8/16/22**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Comments
Administrative Specialist III	Arts Division	1.00	12	Susan Lee	×		
Coordinator, Computer Facilities	Information Technology	1.00	12	Robert Stubbe	×		
Coordinator, Project/Program	Professional and Organizational Development	1.00	12	Elda Blount	×		
Coordinator, School of Continuing Education	Short-Term Vocational	1.00	12	Diana Lupercio	×		
Dean, Arts	Arts	1.00	12	Mark Lowentrout	×		
Equipment Assistant - HVAC	Air Conditioning and Welding Technology	.475	12	Nicholas Smith	×		
Event Services Technician	Technical Services	1.00	12	Shaun Cole	×		
Executive Assistant I	Human Resources	1.00	12	Jose Ramirez	×		
Preventative Maintenance, AC and Heating Mechanic	Facilities, Maintenance and Operations	1.00	12	New	×		

William J. Scroggin  
Reviewed by Dr. Scroggin

August 17, 2022  
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.