



**MT. SAN ANTONIO COLLEGE
PRESIDENT'S CABINET REVIEW OF
REQUESTS TO FILL
2/13/2024**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Comments
Administrative Specialist I (Part-Time)	Business	.70	12	Adriana Jimenez	×		
Career Services Specialist (Part-Time)	Technology and Health	.475	12	Kamilia Adem	×		
Lead Electrician	Maintenance and Operations	1.00	12	Sam Lam	×		
Manager, Maintenance and Operations	Maintenance and Operations	1.00	12	Newly Funded	×		
Assistant Director Information Security (General and Restricted Funds)	Information Technology	1.0	12	New	×		
Coordinator Project/Program	Employee and Benefits Services	1.0	12	New	×		


Reviewed by Dr. Garcia

March 13, 2024

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.