



**MT. SAN ANTONIO COLLEGE  
PRESIDENT'S CABINET REVIEW OF  
REQUESTS TO FILL  
3/12/24**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Comments
Director, TRIO Programs	Counseling	1.00	12	Victor Rojas, Jr	×		
Interim Director, Student Life	Student Life	1.00	12	Andrea Sims	×		
Student Services Program Specialist II	El Centro	1.00	12	New	×		

  
Reviewed by Dr. Garcia

March 12, 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.