



**MT. SAN ANTONIO COLLEGE  
PRESIDENT'S CABINET REVIEW OF  
REQUESTS TO FILL  
8/27/2024**

Position	Department	FTE	# of Months	Vacancy Reason	Approved	Denied	Comments
Administrative Specialist II (Part-Time)	Adult Basic Education	.475	12	New Position	×		
Athletic Trainer (Part-Time)	Kinesiology, Athletics and Dance	.475	12	Kevin Mark	×		
Coordinator, Project/Program (Restricted Funds)	Counseling (Rising Scholar)	1.00	12	New Position	×		
Director, Admissions & Records	Admissions & Records	1.00	12	New Position	×		
Fiscal Services Analyst	Fiscal	1.00	12	New Position	×		
Fiscal Technician II	Fiscal Services	1.00	12	Evelyn Hermosillo	×		
Human Resources Analyst	Investigations/AD A Accommodations (HR)	1.00	12	New Position	×		
Program Account Specialist (Restricted Funds)	School of Continuing Education Office	1.00	12	Lisa Zahn	×		
Project/Program Specialist (Restricted Funds)	English as a Second Language	1.00	12	Kari Bang	×		

Special Projects Manager (Contracts)	Purchasing	1.00	12	New Position	×		
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Martha Stone

August 27, 2024

*Reviewed by Dr. Garcia*

*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.