

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 of Aeronautics, Aviation Science

Department: Aeronautics

Division: Technology and Health

Months per Year: [x] 10 months [ ] 11 months [ ] 12 months

#Days per Year: [x] 175 [ ] 195 [ ] 210 [ ] Other: \_\_\_\_\_

[ ] Funded: \_\_\_\_\_

Former Employee (if applicable): \_\_\_\_\_

[ ] Newly Funded Position Fiscal Year \_\_\_\_\_

[x] Tenure Track

[ ] Temporary Faculty (one year)

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

Approved in Cabinet on 11/21/25

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

One of four FT faculty will retire in June 2026. All FT faculty maintain overload LHE. Eight adjunct faculty are assigned to their respective specialties. A faculty member with expertise to train Air Traffic Controllers fills a vacancy that is crucial.

Please 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.

Account Number(s): 11000 352000 111000 095000 1100 100 % Amount \$ 162,074

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

Funding: (check all that apply) [x] 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 Digitally signed by Lance Heard Date: 2025.11.26 16:01:09 -08'00'

Stacy Manfredi Digitally signed by Stacy Manfredi TDH Date: 2026.02.11 12:36:56 -08'00'

1. Requesting Manager Signature Date

4. Human Resources Signature Date

Kelly Fowler, Ph.D. Digitally signed by Kelly Fowler, Ph.D. Date: 2025.12.05 09:25:52 -08'00'

2. Division Vice President Signature Date

5. Vice President, Human Resources Date

3. Chief Budget/Compliance Signature Date

[ ] Funding available [ ] Funding not available Position Number: \_\_\_\_\_ Contract Number: \_\_\_\_\_

Comments: \_\_\_\_\_

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

[x] Approved to fill immediately [ ] Denied [ ] Modified

If position does not have funding, provide funding directions: \_\_\_\_\_

Rationale: \_\_\_\_\_

Martha Stone Signature of President/CEO

February 17, 2026 Date

### SALARY PROJECTION

POS CLASS	UNIT	POSITION	ACTUAL FTE	RANGE	STEP	TOTAL MONTHS	FUND	ORG	ACCT	PROG	ACTIV	ACCOUNT PERCENT	TOTAL SALARY	FRINGE BENEFIT ACCTS					TOTAL BENEFITS	TOTAL SALARY & BENEFITS
														311000 STRS	335000 MEDI	341000 CIL	351000 SUI	361000 W/C		
Estimated Benefit Rates for 2025-26														19.100%	1.450%	Varies	0.05%	1.380%		
<b>FY 25-26</b>																				

FA175	FA	Professor - 175 days 10 mths Col 2 Stp 7	1.00	2	7	10	11000	XXXXXX	111000	XXXXXX	1100	100%	115,837	22,125	1,680	20,776	58	1,599	46,237	162,074
FA195	FA	Professor/Counselor/Librarian - 195 days 11 mths Col 2 Stp 7	1.00	2	7	11	11000	XXXXXX	111000 / 123000 / 124000	XXXXXX	1100 / 1200	100%	129,076	24,654	1,872	20,776	65	1,781	49,147	178,223
FA197	FA	Professor/Counselor/Librarian - 197 days 11 mths Col 2 Stp 7	1.00	2	7	11	11000	XXXXXX	111000 / 123000 / 124000	XXXXXX	1100 / 1200	100%	130,400	24,906	1,891	20,776	65	1,800	49,438	179,838
FA214	FA	Professor/Counselor/Librarian - 214 days 12 mths Col 2 Stp 7	1.00	2	7	12	11000	356000	111000 / 123000 / 124000	XXXXXX	1100 / 1200	100%	141,652	27,056	2,054	20,776	71	1,955	51,911	193,563
FA219	FA	Professor/Counselor/Librarian - 219 days 12 mths Col 2 Stp 7	1.00	2	7	12	11000	XXXXXX	111000 / 123000 / 124000	XXXXXX	1100 / 1200	100%	144,962	27,688	2,102	20,776	72	2,000	52,639	197,601

