

MT. SAN ANTONIO COLLEGE
EMPLOYEE CHANGE OF STATUSEmployee Name: Andrew SantanaBANNER ID: A02771115Effective Date of: August 25, 2025*Effective End Date: June 30, 2027

Change:

☒ Classified ☐ Confidential ☐ Faculty ☐ Manager

TYPE OF ACTION(S)	FROM	TO
☒ PERMANENT CHANGE(S) ☐ Account Number ☐ Departmental Change ☒ Hours ☐ Months ☐ Promotion ☐ Reclassification ☐ Shift Change ☐ Add Shift Differential ☐ Remove Shift Differential ☐ Other ☐ SEPARATION ☐ Dismissal ☐ End of Assignment ☐ Lay Off ☐ Release from Probation ☐ Resignation ☐ Retirement ☐ 39 Month ☐ Other ☐ TEMPORARY CHANGE(S) (P/T Classified Employees) ☐ Administrative Leave ☐ Paid ☐ Unpaid ☐ Change of hours/months ☐ Percentage of Full-Time ☐ Increase from _____ to _____ ☐ Decrease from _____ to _____ ☐ Substitute/Interim (Out-of-Class) ☐ Other	Job Title: <u>Simulation Laboratory Specialist</u> Department: <u>Technology and Health - Health Careers Resource Center</u> Account No.: <u>17026 17026 380140 211000 123000 2100</u> Percentage: <u>100% Nursing Program Support 25/26</u> Account No.: _____ Percentage: _____ Total Hours/Week: <u>19 FTE 0.475</u> Number of Months: <u>12</u> Days of Week: <u>Tuesday-Friday</u> Shift Hours: <u>varies</u>	Job Title: <u>Simulation Laboratory Specialist</u> Department: <u>Technology and Health - Health Careers Resource Center</u> Account No.: <u>17026 380140 211000 123000 -2100</u> Percentage: <u>47.5% Nursing Program Support 25/26</u> Account No.: <u>17446 380743 211000 123000 -2100</u> Percentage: <u>25.5% (additional string below) Nursing Education Investment 25/26</u> Total Hours/Week: <u>40 FTE 1.000</u> Number of Months: <u>12</u> Days of Week: <u>Monday-Friday</u> Shift Hours: <u>8:00 a.m. - 5:00 p.m.</u>
	BUDGET USE ONLY Position No.: <u>CA9326</u> Contract No.: <u>213299</u>	BUDGET USE ONLY Position No.: <u>CA9326</u> Contract No.: <u>213299</u>
	HUMAN RESOURCES USE ONLY Range, Step: _____ Longevity: _____ Differential: _____ Job FTE: _____ Pay Rate: \$ _____	HUMAN RESOURCES USE ONLY Range, Step: _____ Longevity: _____ Differential: _____ Job FTE: _____ Pay Rate: \$ _____
	EXPLANATION OF CHANGE (attach additional documentation if necessary): This position was included in the Nursing grant approval process of November 2024 with funds allocated for a full-time Simulation Laboratory Specialist. <u>Current FTE: 0.475; Proposed FTE: 1.000</u> Account No: <u>17456 380772 211000 123000</u> Percentage: <u>27.0% Rebuilding Nursing Infrastructure</u> <u>Per HR, this will be sent to President Cabinet for approval after Fiscal Review.</u>	

Lance Heard

Digitally signed by Lance Heard
Date: 2025.08.13 12:15:23 -07'00'

Manager (Print name and sign)

Kelly Fowler, Ph.D.

Digitally signed by Kelly Fowler,
Ph.D.
Date: 2025.08.20 16:20:58 -07'00'

VP of assigned Division Signature

Chief Compliance & Budget Officer Signature

8/13/25

POSITION IS FUNDED WITH RESTRICTED FUNDS SUFFICIENT TO BE COVERED UNTIL JUNE 30, 2027

Date

HR Technician Signature

Date

Date

VP, Human Resources Signature

Date

Date

President/CEO Signature

Date

SEND ORIGINAL TO HUMAN RESOURCES

*Temporary Assignments MUST have a projected end date (no greater than the end of the fiscal year).

A new form must be submitted to Human Resources every fiscal year and MUST be Board Approved PRIOR to changing the employee's status.
Employee should not work in requested assignment until after Board Approval.

HUMAN RESOURCES USE ONLY

Board Date

☐ Denied
☐ Approved☐ Banner
☐ Payroll☐ Benefits
☐ PPASKIL☐ PPAGENL
☐ PPACERT

**Reviewed by President's Cabinet on: _____

**MT SAN ANTONIO COLLEGE
SALARY AND BENEFITS PROJECTION**

POSITION NUMBER	FTE	SCH	RANGE	TITLE	NAME	FUND	ACCOUNT PERCENT	TOTAL SALARY	321000 PERS	331000 OASDI	335000 MEDI	341000 H&W	345000 H&W	351000 SUI	361000 W/C	TOTAL BENEFITS	FY 25-26 Jul-Jun (12 mos)	FY 26-27 Jul-Jun (12 mos)	Funding Source
Budget of Original Position																			
CA9326	0.475	UA	95	Simulation Laboratory Specialist	Santana, Andrew	17026	100.00%	40,295	10,804	2,572	601		1,200	20	572	15,769	56,064	58,805	(A) Nursing Program Support 25/26
Proposed Budget to Increase FTE from 0.475 to 1.000																			
CA9326	1.000	UA	95	Simulation Laboratory Specialist	Santana, Andrew	17026	47.50%	40,295	10,804	2,498	584	10,497		20	556	24,959	65,254	68,202	<u>Proposed Funding:</u> Nursing Program Support 25/26
CA9326	1.000	UA	95	Simulation Laboratory Specialist	Santana, Andrew	17446	25.50%	21,632	5,800	1,341	314	5,635		11	299	13,400	35,032	36,614	Nursing Education Investment 25/26
CA9326	1.000	UA	95	Simulation Laboratory Specialist	Santana, Andrew	17456	27.00%	22,905	6,141	1,420	332	5,967		11	316	14,187	37,092	38,768	Rebuilding Nursing Infrastructure
Total								84,832	22,745	5,259	1,230	22,099	-	42	1,171	52,546	137,378	143,584	(B)
Estimated Ongoing Additional Cost to Increase FTE From 0.475 to 1.000																	(81,314)		(A)-(B) See Proposed Fundina Sources
Estimated Ongoing Additional Cost to Increase FTE From 0.475 to 1.000																	(84,779)		(A)-(B) See Proposed Funding Sources

Assumptions: The salary calculations include the negotiated increase of 8.22% and 1.07% for CSEA 262 employees. It also includes Health and Welfare rates for 2025-26.

