

To: Montgomery College Community

From: Dr. DeRionne P. Pollard, President

Subject: **Retirement of Senior Vice President for Administrative and Fiscal Services**

Date: September 22, 2020

After more than 40 years at Montgomery College, Senior Vice President for Administrative and Fiscal Services Donna Schena has decided to retire, effective June 30, 2021.

The breadth and depth of Ms. Schena's service to the College have been extraordinary. She has served most recently as the senior vice president for administrative and fiscal services (AFS), overseeing a division that includes employees in five major offices: Facilities, Finance, Human Resources and Strategic Talent Management, Information Technology, and Public Safety. AFS's responsibilities in managing processes at the College during the pandemic have been remarkably demanding, touching almost every aspect of our organization, including public safety, human resources, information technology and finance. Ms. Schena's leadership, especially during the last six months, has enabled the College to continue to provide support and guidance to employees and to ensure safe spaces and practices for the entire College during this health crisis. It has also helped to establish critical health protocols and strategies around building occupancy, which continue to facilitate our in-person operations.

Previous to her current position, Ms. Schena served in a variety of positions at the College, including interim senior vice president for AFS, associate senior vice president for AFS, and multiple leadership roles in the Office of Information Technology over 14 years—including as the interim chief information officer. She also headed the Office of Business Services and led several other administrative units during her tenure. In addition, Ms. Schena was the campus registrar for Rockville and the Takoma Park/Silver Spring campuses, the acting collegewide registrar, and a health sciences faculty member for 11 years. Her deep knowledge of the College, her energetic commitment to our mission, and her steady hand allowed her to provide the continuity in leadership that was imperative. Throughout her tenure, she has demonstrated her talent and dedication as someone who cares deeply about the College's students and employees.

It was through her work as the associate senior vice president for administrative and fiscal services that Ms. Schena gained a comprehensive understanding of the functions of the large and complex AFS division. Overseeing many detailed operational matters for the division, she gained extensive experience in the nuances of the College.

During her career at the College, Ms. Schena has served in three of the four divisions: academic affairs, student affairs, and administrative and fiscal services. She has filled numerous leadership roles on important committees, including chairing the Faculty Council on the Takoma Park/Silver Spring Campus, co-chairing the Blue-Ribbon Taskforce on Spending for Student Success, serving on several Middle States accreditation self-study teams, and serving on the Administrator Council.

Having experienced our institution as a student, faculty member, staff member, and administrator, Ms. Schena always brought a uniquely rounded perspective to all conversations. Her wealth of experience increased her abilities to problem-solve and communicate thoroughly across the institution. The breadth of her knowledge served the College substantially as she led budget processes, oversaw the implementation of numerous projects and initiatives, and strengthened the College's safety measures. Collegiality and professionalism have been at the core of all of her interactions at the College. She will be greatly missed.

Dr. Stephen Cain, chief of staff/chief strategy officer, will lead the search for a new senior vice president. He will communicate about that process to the College community in the coming weeks.

While Montgomery College will not be the same without her, Donna Schena has earned the right to cede her leadership roles and focus on other priorities. Ms. Schena plans to continue being a part of the College in informal capacities as we transition to new AFS leadership. I know that we all wish her good health and enjoyment in her next chapter.