

**VALLEY COLLEGE**  
 PRINCETON CAMPUS  
 CATALOG SUPPLEMENT\*  
 September 22, 2016

**STAFF**

<b>Name</b>	<b>Title</b>
Misty Testerman	Campus Director
Joshua Wiener	Director, Online Division
Katrina Allen	Campus Coordinator
George Campbell	Senior Admissions Representative
Justin Smith	Admissions Representative
Rachel Taylor	Admissions Representative
Audreanna McBride	Placement & Student Affairs Advisor
Nathan Johnson	Placement & Student Affairs Advisor
Brian Higgins	Placement & Student Affairs Advisor -Online
Crystal Dillon	Financial Aid Advisor
Linda Wiley	Director of First Impressions
Heather Arnold	Enrollment Coordinator
Rich Lombardo	Acting Director of Academic Affairs
Shelly Smith	Director of Academic Affairs – Online Programs
Cheryl Long	Help Desk Specialist
Nick Palmieri	Help Desk Specialist
Jessica Synder	Student Success Coach
Maria Wines	Student Success Coach
Bobby Barbour	Maintenance Tech

**Academics**

<b>Name</b>	<b>Program</b>	<b>Degree</b>
Elizabeth Prajapati	Director of Academic Affairs -On Campus Programs	B.S. Diagnostic Medical Sonography Mountain State University
Shelly Smith	Director of Academic Affairs -Online Programs	Juris Doctorate Appalachian School of Law B.S. Business Administration Mountain State University
Herb Shinault	HVAC- Program Head HVAC-Instructor Full-Time	Universal EPA License EPA MVAC Section 609 License Journeyman Electrician License
James Caskey	HVAC-Instructor Full-Time	Universal EPA license Carrier Pro Tech Certification- residential Carrier Pro Tech Certification - commercial
Ansen Williams	HVAC-Instructor Full-Time	Universal EPA License Master Electrician Certificate
Francine Kirby, RN	MCA-Instructor MCA-Program Head Part-Time	MSN Nursing BSN Nursing Mountain State University
Jan Mathena, RN	MCA-Instructor MCA-Externship Coordinator Full-Time	AND Nursing Wythe County Community

\*The catalog supplement is subject to change without notice. For the most current information, contact the Campus.

Leslie Hopkins	MCA-Instructor Substitute	B.S Applied Science A.S. General Education A.A.S Lab Science Bluefield State College
Sarah Walker	MCA-Instructor Part-Time	A.S. Medical Assisting American National University
Karen LeMoine, RN	Nursing Assistant-Instructor Full-Time	A.S. Nursing University of Cincinnati A.A. Early Childhood Education Gulf Coast Bible College
Richard Smith Program Head – Online Business Administration		M.B.A. B.A. Education Frostburg State
Amy Cole Program Head – Online Cybersecurity		B.S. Applied Computer Science Troy University A.A. General Studies Fayetteville Technical Community College
Judy Bauserman, CBCS (NHA) Program Head – Online Healthcare		O.A.S. Health Services Administration Valley College A.A.S. Executive Secretary A.A.S. Administrative Assistant Lord Fairfax Community College
Brandon Ash Online Adjunct Instructor Business Administration		B.S. Health and Human Performance University of Tennessee at Martin
Bryan Boatright Online Adjunct Instructor Business Administration		M.B.A. Business Administration Ohio Dominican University B.A. Business Administration Carthage College
Jennifer Butler-Williams Online Adjunct Instructor Business Administration Online Adjunct Instructor Healthcare Programs		M.A. Communication Studies B.A. English Edinboro University
Marla “Gigi” Craig Online Adjunct Instructor Business Administration Online Adjunct Instructor Healthcare Programs		B.S. Sociology Virginia Tech
Jessie Dunkley Online Adjunct Instructor Healthcare Programs		M.S. Physician Assistant University of Charleston
Magdaline Exantus Online Adjunct Instructor Healthcare Programs		B.S. Health Services Florida Atlantic University

Stephanie Gaiser  
Online Adjunct Instructor Business Administration  
Online Adjunct Instructor Healthcare Programs

Brenda Fox Hashem  
Online Adjunct Instructor Healthcare Programs

Daniel Lebowitz  
Online Adjunct Instructor Business Administration  
Online Adjunct Instructor Healthcare Programs

Kathleen Leiske  
Online Adjunct Instructor Healthcare Programs

Susan Little  
Online Adjunct Instructor Business Administration

Nikita Mason  
Online Adjunct Instructor Healthcare Programs

Scott Mensch  
Online Adjunct Instructor Cybersecurity

William McDonald  
Online Adjunct Instructor Healthcare Programs

Jennifer McGinnis  
Online Adjunct Instructor Business Administration  
Online Adjunct Instructor Healthcare Programs

Alice Musser  
Online Adjunct Instructor Business Administration

M.S. Adult & Technical Education  
Marshall University  
B.S. Business Administration  
A.A. Medical Secretarial Science  
A.A. Secretarial Science  
Mountain State University

M.S. Nursing  
Maryville University  
B.S. Nursing  
Camberlain College of Nursing

M.S. Mathematics minor Statistics  
Oregon State University  
B.S. Mathematics minor Math Education  
Southern Oregon University

B.S. Nursing  
Walla Walla University

M.B.A. Accounting  
University of Phoenix  
B.S. Accounting  
A.S. Accounting  
Fort Lauderdale College

M.B.A. Healthcare Management  
Colorado Technical University  
B.A. Healthcare Management  
Medical Assisting Diploma  
Missouri College

PhD Organization and Management  
Specialization: Information Technology Management  
Capella University

PhD Public Policy and Administration  
Walden University  
B.P.S. Interdisciplinary Studies with concentration in  
Emergency Management  
A.S. Interdisciplinary Studies  
Empire State College

M.A. Teaching  
Marshall University  
B.A. Business Administration  
Concord University

MBA, Business Administration  
Eastern University  
B.S., Mathematics Education  
Shippensburg University

Geanyra Sanchez  
Online Adjunct Instructor Healthcare Programs

B.S. Health Information Management  
Florida International University

Shiketheia Simmons  
Online Adjunct Instructor Healthcare Programs

M.S. Counseling and Psychology  
B.S. Human Services  
Troy University

Ayana Singhateh  
Online Adjunct Instructor Business Administration

B.A. Journalism  
Howard University

Michael W. Smith  
Online Adjunct Instructor Business Administration  
Online Adjunct Instructor Healthcare Programs

M.A. History  
B.A. Psychology  
Clemson University

Sandra Thompson  
Online Adjunct Instructor Business Administration  
Online Adjunct Instructor Healthcare Programs M.A. Education

M.A. History  
American Military University  
B.A. English Education, Secondary Education  
Northeastern State University

Phil Thacker  
Online Adjunct Instructor Cybersecurity

M.B.A. Technology Management  
University of Phoenix  
B.S. Electrical Engineering Technology  
University of Alabama

Margo Weiss  
Online Adjunct Instructor Business Administration  
Online Adjunct Instructor Healthcare Programs

Ph.D. Family Therapy  
M.S. Human & Social Sciences  
Nova Southeastern University  
M.S. Community Counseling  
Barry University

Stephanie Woodson  
Online Adjunct Instructor Business Administration

B.S. Education, Business Education  
Concord University

**ADVISORY BOARD MEMBERS**

<b>Name</b>	<b>Title</b>	<b>Company Name</b>
Carla Cole	Branch Office Manager	WV Dept of Education: Division of Rehabilitation Service
Brandan Nowlin	Branch Service Manager	Southern Air, Inc.
Janet Horn	Human Resources Recruiter	Princeton Community Hospital
Ace Gearhart	Office Manager	Bluefield Regional Medical Center
Keith Cole	Registered Medical Assistant	East River Medical Group
Justin Williams	Outside Sales Rep	Ferguson Enterprises
Andrea Cline	Human Resources	Tug River Medical Association
Jodi Meadows	Computer Systems Engineer	Dominion Systems

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Valley College 617 Mercer Street, Princeton, WV 24740 Telephone: (304) 425-2323 or 1-888-53LEARN

## Schedules

### January 1, 2016 to December 31, 2016 Holiday Schedule

(The campus is closed on Holidays)

January 1, 2016	New Year's Day	November 24, 2016	Thanksgiving
May 30, 2016	Memorial Day	November 25, 2016	Thanksgiving
July 4, 2016	Independence Day	December 23, 2016	Christmas Eve
September 5, 2016	Labor Day	December 24, 2016	Christmas

### Campus Hours:

Valley College operating hours will be 8am to 5pm Monday - Friday.

(To schedule after hours appointments on Monday-Thursday, please contact the school)

Requests for information by current and perspective students about the college should be directed to the Campus Director. Other employees, such as Admissions Representatives and Financial Aid Advisors may provide information regarding their specific areas of responsibility. If a student needs a paper copy of any of the information they can contact the Admissions or Financial Aid Departments.

### Class Hours:

#### MCA Class Schedule

Monday – Thursday 9am to 2pm

Friday classes are held to make-up time for a scheduled holiday (May 27, 2016, September 2, 2016, and November 18, 2016)

#### HVAC Class Schedule

Monday – Thursday 9am to 2pm

Friday classes are held to make-up time for a scheduled holiday (May 27, 2016, September 2, 2016, and November 18, 2016)

#### Nursing Assistant (CNA) Class Schedule

Monday – Thursday 9:00am to 3:00pm

Clinicals 9:00am to 3:00pm<sup>+</sup>

<sup>+</sup>It is possible that one Thursday evening shift (1:00pm to 7:00pm) will be scheduled.

Friday classes may be held to make-up time for a scheduled holiday

### Student Break Days\*

Dates of Schedule Breaks may change.

**\*Students in their externship are excluded from the long scheduled breaks.**

December 21, 2015 to January 3, 2016

March 28, 2016 to April 3, 2016

June, 27 2016 to July 11, 2016

December 23, 2016 to January 8, 2017

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### Heating, Ventilation, and Air Conditioning Start Schedule

Start Date	Projected Completion Date
January 4, 2016	September 29, 2016
January 25, 2016	October 20, 2016
February 15, 2016	November 10, 2016
March 7, 2016	December 1, 2016
April 4, 2016	December 22, 2016
April 25, 2016	January 26, 2017
May 16, 2016	February 16, 2017
June 6, 2016	March 16, 2017
July 11, 2016	April 6, 2017
August 1, 2016	April 27, 2017
August 22, 2016	May 18, 2017
September 12, 2016	June 8, 2017
October 3, 2016	June 29, 2017
October 24, 2016	July 27, 2017
November 14, 2016	August 17, 2017
December 5, 2016	September 7, 2017

### Medical Clinical Assistant Start Schedule

Start Date	Projected Completion Date
January 4, 2016	October 20, 2016
January 25, 2016	November 10, 2016
February 15, 2016	December 1, 2016
March 7, 2016	December 22, 2016
April 4, 2016	January 26, 2017
April 25, 2016	February 16, 2017
May 16, 2016	March 16, 2017
June 6, 2016	April 6, 2017
July 11, 2016	April 27, 2017
August 1, 2016	May 18, 2017
August 22, 2016	June 8, 2017
September 12, 2016	June 29, 2017
October 3, 2016	July 27, 2017
October 24, 2016	August 17, 2017
November 14, 2016	September 7, 2017
December 5, 2016	September 28, 2017

The program completion date will vary depending on the dates/hours of the externship. Typically, externships run for six weeks (30 hours a week).

### Nursing Assistant (CNA) Start Schedule

Orientation	START DATE	Completion Date	Friday Class	Schedule Evening Clinical
February 12, 2016	February 15, 2016	March 23, 2016		
May 13, 2016	May 16, 2016	June 22, 2016	May 27, 2016	June 16, 2016
August 19, 2016	August 22, 2016	September 28, 2016	September 2, 2016	September 22, 2016
November 11, 2016	November 14, 2016	December 21, 2016	November 18, 2016	

Evening Hours: 1:00 pm - 7:00 pm with a scheduled 30 minute 'lunch' break at 4:30.  
 Friday classes are held to make-up time for a scheduled holiday  
 Make-up Days are prescheduled and are mostly on Fridays. A schedule will be provided to the student.

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**Programs Delivered Online - Schedules**

While a class is in session, students may access their classes 24/7, unless there is a scheduled or unscheduled maintenance issue with Moodlerooms. Notices for scheduled maintenance will be posted to allow students to adjust their schedules accordingly. Faculty Information for programs delivered online are listed in the Online Catalog Supplement.

**Medical Front Office, Billing and Coding****Medical Administrative Assistant****Medical Records Specialist**

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
January 4, 2016	September 8, 2016
January 25, 2016	September 29, 2016
February 15, 2016	October 20, 2016
March 7, 2016	November 10, 2016
April 4, 2016	December 1, 2016
April 25, 2016	December 22, 2016
May 16, 2016	January 26, 2017
June 6, 2016	February 16, 2017
July 11, 2016	March 16, 2017
August 1, 2016	April 6, 2017
August 22, 2016	April 27, 2015
September 12, 2016	May 18, 2017
October 3, 2016	June 8, 2017
October 24, 2016	June 29, 2017
November 14, 2016	July 27, 2017
December 5, 2016	August 17, 2017

**Health Services Administration****Business Administration**

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
January 4, 2016	April 6, 2017
January 25, 2016	April 27, 2015
February 15, 2016	May 18, 2017
March 7, 2016	June 8, 2017
April 4, 2016	June 29, 2017
April 25, 2016	July 27, 2017
May 16, 2016	August 17, 2017
June 6, 2016	September 7, 2017
July 11, 2016	September 28, 2017
August 1, 2016	October 19, 2017
August 22, 2016	November 9, 2017
September 12, 2016	November 30, 2017
October 3, 2016	December 21, 2017
October 24, 2016	January 25, 2018
November 14, 2016	February 15, 2018
December 5, 2016	March 8, 2018

## Cybersecurity

### OAS Degree Program

**(Schedule subject to change based on enrollment)**

<b>Start Date</b>	<b>Projected Completion Date</b>
August 1, 2016	September 28, 2017
August 22, 2016	October 19, 2017
September 12, 2016	November 9, 2017
October 3, 2016	November 30, 2017
October 24, 2016	December 21, 2017
November 14, 2016	January 25, 2018
December 5, 2016	February 15, 2018