

VALLEY COLLEGE
BECKLEY CAMPUS
CATALOG SUPPLEMENT
 May 8, 2017

STAFF

Name	Title
Beth Gardner	Campus Director
Mariah Ritterbush	Campus Coordinator
Philip Dues	Senior Admissions Representative
Diana Cox Booth	Admissions Representative
Alicia Coleman	Admissions Representative
Peggy Janney	Bursar
Terri Ballard	Director of First Impressions
Lindsay Reed	Enrollment Coordinator
Tarsha Green	Financial Aid Advisor
Dianne Cordial-Milam	Senior Career Services Advisor
Laura Adkins	Career Services Advisor
Locienda Johnson	Director of Academics Affairs
Melissa Hatcher	Medical Clinical Assistant Faculty Aide
Bobby Sanders	Maintenance Tech

Academics

Name/Credentials/Title	Credentials
Locienda Johnson, MSN, RN Director of Academic Affairs Campus Programs	MSN Nursing Administration - Kaplan University B.S. Nursing - Fairmont State University A.S. Nursing - Fairmont State University
Charles Gore, Jr. HVAC – Program Head HVAC - Instructor Full-Time	Licensed Master Electrician (WV) Licensed HVAC Technician (WV) Drafting and Architectural Design Universal EPA Refrigerant Certification
Terry Clay HVAC – Instructor, Full-Time	Clay's Heating and Air Conditioning ESCO EPA 608 Universal Certification
Herb Shinault HVAC – Instructor, Full-Time	HVAC Technician License Universal EPA License EPA MVAC Section 609 License Journeyman Electrician License
Tiffany Vass MCA – Program Head MCA – Instructor, Full-Time	A.A.S. Diagnostic Medical Sonography – Mountain State University
Stacie Layne MCA – Instructor, Full-Time Extern Coordinator	B.S. Ultrasound - Mountain State University
Amanda Worthington, CMA (AAMA) MCA – Instructor, Part-Time	A.S. Medical Assisting - Mountain State University
Karen LeMoine, RN Nursing Assistant-Lead Instructor Full-Time	A.S. Nursing - University of Cincinnati A.A. Early Childhood Education - Gulf Coast Bible College

Schedules

2017 Holiday Schedule

(The campus is closed on Holidays)

January 2, 2017	New Year's Day	November 23, 2017	Thanksgiving
May 29, 2017	Memorial Day	November 24, 2017	Thanksgiving
July 4, 2017	Independence Day	December 25, 2017	Christmas
September 4, 2017	Labor Day	December 26, 2017	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 Campus Director, 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 26, 2017, August 25, 2017 and November 17, 2017)

HVAC Class Schedule

Monday – Thursday 9am to 2pm

Friday classes are held to make-up time for a scheduled holiday (May 26, 2017, August 25, 2017 and November 17, 2017)

Nursing Assistant (CNA) Class Schedule

Monday – Thursday 9:00am to 3:00pm

Clinicals 9:00am to 3:00pm⁺

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

Friday classes are held to make-up time for a scheduled holiday (May 26, 2017, August 25, 2017 and November 17, 2017)

Student Break Days*

Dates of Schedule Breaks may change.

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

December 23, 2016 to January 8, 2017

February 20, 2017 to February 26, 2017

July 3, 2017 to July 9, 2017

December 25, 2016 to January 7, 2018

On Campus Programs

Nursing Assistant (CNA) Start Schedule

Orientation	START DATE	Completion Date	Friday Class	Schedule Evening Clinical
January 6, 2017	January 9, 2017	February 15, 2017		
April 7, 2017	April 10, 2017	May 17, 2017		May 11, 2017
July 7, 2017	July 10, 2017	August 16, 2017		August 10, 2017
September 29, 2017	October 2, 2017	November 8, 2017		

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.

Heating, Ventilation, and Air Conditioning Start Schedule

Start Date	Projected Completion Date
January 9, 2017	September 28, 2017
January 30, 2017	October 19, 2017
February 27, 2017	November 9, 2017
March 20, 2017	November 30, 2017
April 10, 2017	December 21, 2017
May 1, 2017	January 25, 2018
May 23, 2017	February 15, 2018
June 12, 2017	March 8, 2018
July 10, 2017	April 5, 2018
July 31, 2017	April 26, 2018
August 21, 2017	May 17, 2018
September 11, 2017	June 7, 2018
October 2, 2017	June 28, 2018
October 23, 2017	July 26, 2018
November 13, 2017	August 16, 2018
December 4, 2017	September 6, 2018

Medical Clinical Assistant Start Schedule

Start Date	Projected Completion Date
January 9, 2017	October 19, 2017
January 30, 2017	November 9, 2017
February 27, 2017	November 30, 2017
March 20, 2017	December 21, 2017
April 10, 2017	January 25, 2018
May 1, 2017	February 15, 2018
May 23, 2017	March 8, 2018
June 12, 2017	April 5, 2018
July 10, 2017	April 26, 2018
July 31, 2017	May 17, 2018
August 21, 2017	June 7, 2018
September 11, 2017	June 28, 2018
October 2, 2017	July 26, 2018
October 23, 2017	August 16, 2018
November 13, 2017	September 6, 2018
December 4, 2017	September 27, 2018

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