

VALLEY COLLEGE
 Cleveland Campus (OH)
 Branch Campus
 Valley College – Martinsburg
 Main Campus
CATALOG SUPPLEMENT
 January 2, 2019

STAFF

Name	Title
Lynn Mizanin	Campus Director
Shelly Smith	Director, Online Division
Open	Campus Coordinator
Open	Admissions Representative
Open	Admissions Representative
Open	Community Liaison
Open	Career Services Advisor
Open	Career Services Advisor-Online
Open	Financial Aid Advisor
Open	Enrollment Coordinator
Open	Bursar
Open	Director of First Impressions
Open	Director of Academics Affairs –Campus Programs
Shelly Smith	Acting Academic Coordinator (Online)
Open	Academic Coordinator (Online)
Nick Palmieri	Help Desk Specialist
Demetre Boone	Help Desk Specialist
Jessica Snyder	Orientation Specialist
Maria Wines	Senior Student Success Coach
Brittany Sherman	Student Success Coach
Adrienne Brubaker	Student Success Coach
Shannon Smith	Student Success Coach
Open	Maintenance Tech

Academics

<u>Name/Title/Program</u>	<u>Credential</u>
Shelly Smith Director of Academic Affairs -Online Programs (acting)	Juris Doctorate - Appalachian School of Law B.S. Business Administration - Mountain State University
Lynn Mizanin Director of Academic Affairs – Branch Ground Campus	M.S. Education – Leadership and Student Success – Walden University B.B.A- Miller-Motte College
Richard (Rick) Smith Program Head – Online Business Administration Online Instructor Business Administration	M.B.A. - Frostburg State B.A. Education - Frostburg State
Lisa Hall Program Head – Online Healthcare Programs Online Adjunct Instructor Healthcare Programs	M.A. Education - Trident University B.S. Health Science - Trident University

Faculty Ground Programs

Open
 Program Head - MCA
 MCA-Instructor
 Full-Time

Open
 MCA-Instructor
 Extern Coordinator

Faculty Online Programs

Bruce Battaile
Online Adjunct Instructor Business Administration

B.S. Accounting – Concord University

Michelle Benson
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

Ed.D. Adult & Technical Education– Northcentral University
M.S. Organizational Management – Ashford University
B.S. Health Care Science – Ashford University

Jennifer Butler-Williams
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

M.A. Communication Studies – Edinboro University of Pennsylvania
B.A. English Writing – Edinboro University of Pennsylvania

Carenda Carr-Shade
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

Ed.D Counseling Education and Supervision -Argosy University
M.S. Counseling and Psychology –Troy State University

Elizabeth Chavis
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

M.S. Curriculum and Instruction Education - University of Phoenix
B.A. Sociology- University of North Carolina Pembroke

Marla “Gigi” Craig
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

B.S. Sociology – Virginia Tech

Andrew Davis
Adjunct Instructor Business Administration

MAT Social Studies–University of North Carolina at Pembroke
B.A. History – University of North Carolina at Pembroke

Marcelle Davis
Adjunct Instructor Business Administration

DSL Strategic Leadership – Regent University
MBA Business Administration – American Intercontinental University
B.S. Political Science – Georgia State University

Magdaline Exantus
Online Adjunct Instructor Healthcare Programs

B.S. Health Services - Florida Atlantic University

Austin Faulkner
Adjunct Instructor Business Administration

M.S. Management – Walden University
B.A. Business Administration – Randolph-Macon College

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

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

Anna Geffrard
Online Adjunct Instructor Healthcare Programs

MBA Business Administration- University of Phoenix
B.S. Health Administration- University of Phoenix

Kay Green
Online Adjunct Instructor Business Administration

DBA, Doctor Business Administration- Argosy University, Atlanta
MBA, Business Administration- Walden University

Dimitria Harding
Online Adjunct Instructor Healthcare Programs

M.S. Community Health – Old Dominion University
B.S.Health Sciences – Old Dominion University

Jason Hayes
Online Adjunct Instructor Business Administration

B.A. Business Administration – King University
A.A.S. Business Administration, Psychology – Southwestern VA Community College

Daniel Lebowitz

M.S. Mathematics minor Statistics - Oregon State University

Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

Latasha Lee
Online Adjunct Instructor Business Administration

Kathleen Leiske
Online Adjunct Instructor Healthcare Programs

Nikita Mason
Online Adjunct Instructor Healthcare Programs

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

Alice Musser
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

Amanda Musser
Online Adjunct Instructor Business Administration

Amanda Pennington
Online Adjunct Instructor Healthcare Programs

Kanidrus Prather
Online Adjunct Instructor Healthcare Programs

Kim Reed
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

Colleen Radke
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

Geanyra Sanchez
Online Adjunct Instructor Healthcare Programs

Shiketheia Simmons
Online Adjunct Instructor Healthcare Programs

Ayana Singhateh
Online Adjunct Instructor Business Administration

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

Tony Smith
Online Adjunct Instructor Business Administration

B.S. Mathematics minor Math Education - Southern Oregon University

M.B.A. Business Administration – Troy University
B.B.A. Management – Columbus State University

B.S. Nursing - Walla Walla University

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

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

M.B.A. Business Administration - Eastern University
B.S. Mathematics Education - Shippensburg University

B.S. Sports Administration – Indiana University of Pennsylvania

B.S. Psychology - Virginia Commonwealth University
CHIT Health Information Technology -J. Sargent Reynolds
Community College

D.B.A. Healthcare Administration – Northcentral University
M.P.A. Public Administration – Troy University
M.S. Healthcare Management – Troy University
B.S. Exercise Science – Columbus State University

B.S. Computer Science-Bluefield State College
MBA Information Technology Management – Western Governors
University

M.A.T. Mathematics – Central Washington University
B.A. Mathematics – Walla Walla University

B.S. Health Information Management - Florida International
University

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

B.A. Journalism - Howard University

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

M.S. Cybersecurity– University of Maryland University
College
B.S. Information Systems Security – American Military University

Teresa Spruill
Online Adjunct Instructor Healthcare Programs

MHA Health Care Administration – Purdue University
B.S. Psychology – Campbell University

Jonathan Summer
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

M.S. Mathematical Sciences - University of Nevada Las Vegas

Brent Tabor
Online Adjunct Instructor Business Administration

MBA Accounting – Nicholls State University
B.S. Accounting – Nicholls State University

Sandra Thompson
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

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

Gabrielle Torres
Online Adjunct Instructor Healthcare Programs

MBA Management – Iona College
B.A. Speech Pathology – Iona College

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

B.S. Education, Business Education - Concord University

Schedules

2017-2018 Holiday Schedule

(The campus is closed on Holidays)

January 1, 2018	New Year’s Day	November 22, 2018	Thanksgiving
May 28, 2018	Memorial Day	November 23, 2018	Thanksgiving
July 4, 2018	Independence Day	December 24, 2018	Christmas
September 3, 2018	Labor Day	December 25, 2018	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.

On Campus Class Hours:

Monday – Thursday 9am to 2pm

Friday classes are held to make-up time for a scheduled holiday (June 1, 2018, August 24, 2018 and November 16, 2018)

Student Break Days*

Dates of Schedule Breaks may change.

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

December 22, 2017 to January 7 2018

March 9, 2018 to March 18, 2018

June 29, 2018 to July 8, 2018

December 21, 2018 to January 6, 2019

*The catalog supplement is subject to change without notice. For the most current information, contact the Campus. Valley College-Cleveland, 8700 Brookpark Road, Cleveland, OH 44129/Phone: 216-453-8201 (Main Campus –Valley College –Martinsburg, 287 Aikens Center, Martinsburg, WV 25404 Phone: 304-263-0979 or 1-888-53LEARN)

**On Campus Programs
Heating, Ventilation, and Air Conditioning Start Schedule
To be announced**

**Medical Clinical Assistant Start Schedule
To be announced**

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.

The class schedules below are for Valley College – Martinsburg.

Online programs offered via NC-SARA (National Council for State Authorization Reciprocity Agreements) through Valley College Martinsburg, West Virginia, for its Cleveland, Ohio branch campus.

Medical Front Office, Billing and Coding

Medical Administrative Assistant

Diploma Programs

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
December 3, 2018	August 08, 2019
January 7, 2019	August 29, 2019
January 28, 2019	September 19, 2019
February 18, 2019	October 10, 2019
March 11, 2019	October 31, 2019
April 1, 2019	November 21, 2019
April 22, 2019	December 19, 2019
May 13, 2019	January 23, 2020
June 3, 2019	February 13, 2020
July 1, 2019	March 5, 2020
July 22, 2019	April 2, 2020
August 12, 2019	April 23, 2020
September 3, 2019	May 14, 2020
September 23, 2019	June 4, 2020
October 14, 2019	June 25, 2020
November 4, 2019	July 23, 2020
December 2, 2019	August 13, 2020

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Health Services Administration**Business Administration**

Associate Degree Program (Associate of Applied Business – Occupational)
(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
December 3, 2018	March 5, 2020
January 7, 2019	April 2, 2020
January 28, 2019	April 23, 2020
February 18, 2019	May 14, 2020
March 11, 2019	June 4, 2020
April 1, 2019	June 25, 2020
April 22, 2019	July 23, 2020
May 13, 2019	August 13, 2020
June 3, 2019	September 3, 2020
July 1, 2019	September 24, 2020
July 22, 2019	October 15, 2020
August 12, 2019	November 5, 2020
September 3, 2019	November 25, 2020
September 23, 2019	December 22, 2020
October 14, 2019	January 21, 2021
November 4, 2019	February 11, 2021
December 2, 2019	March 4, 2021

For Other Online Programs' schedules offered at Valley College: Please see Valley College – Martinsburg catalog supplement.