

VALLEY COLLEGE
 Cleveland Campus -Branch Campus
 Martinsburg Campus – Main Campus
CATALOG SUPPLEMENT
 April 5, 2019

STAFF

Name	Title
Lynn Mizanin	Campus Director
Shelly Smith	Director, Online Division
Open	Campus Coordinator
Mary Frances Simoneau	Sr. Admissions Representative
Debra Simmons	Admissions Representative
Open	Career Services Advisor
Open	Career Services Advisor-Online
Amy Bolen	Financial Aid Advisor
Connie Gardner	Enrollment Coordinator
Open	Bursar
Connie Gardner	Director of First Impressions
Maria Wines	Acting 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
Shanita Holmes	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
Kelly O'Connell Program Head – Medical Clinical Assistant	A.S. Science – Lorain County Community College
Jeanette Kwiatkowski, RVT Program Head – Veterinary Assistant	M.A. - Higher Education Administration – University of Akron B.A. - Organizational Psychology – Cleveland State University AAS - Veterinary Technology – Columbus State Community 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

*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)

Faculty Ground Programs

Kelly O'Connell
Program Head - MCA
MCA-Instructor
Full-Time

A.S. Science – Lorain County Community College

Open
MCA-Instructor
Extern Coordinator
Full-Time

Faculty Online Programs

Online Adjunct Faculty Members

Jessica Alvarez
Online Adjunct Instructor Healthcare Programs

M.S. Health Administration-Capella University

Bruce Battaile
Online Adjunct Instructor Business Administration

B.S. Accounting – Concord University

Carlie Bell
Online Adjunct Instructor Healthcare Programs

Doctor of Naturopathic Medicine-Southwest College
Naturopathic Medicine and Health Science
B.A Criminology-Sinclair Community College

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

Ed.D. Educational Leadership– 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

William M. Craig
Online Adjunct Instructor Business Administration

M.B.A.-University of Phoenix.
Master of Industrial Education-Clemons University
B.S. Print Production & Imaging Tech-Chowman University

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 Middle School Education Social Studies Concentration
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

Erica Gant
Online Adjunct Instructor Healthcare Programs

M.S. Public Health-NOVA Southeastern University
B.S Health Administration- University of Phoenix

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

Brittney Harris
Online Adjunct Instructor Healthcare Programs

M.S. Heath Administration- Pfeiffer University
B.S. Health Promotion-Coastal Carolina 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
Online Adjunct Instructor Business Administration
Online Adjunct Instructor Healthcare Programs

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

Latasha Lee
Online Adjunct Instructor Business Administration

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

Tracey Lee
Online Adjunct Instructor Healthcare Programs

G.C Gerontology-Wayne State University
M.S. General Administration - Central Michigan University
B.S Health Care Adm and Planning-Tennessee State University

Kathleen Leiske
Online Adjunct Instructor Healthcare Programs

B.S. Nursing - Walla Walla University

Susan Little
Online Adjunct Instructor Business Administration

M.B.A. Business Administration/Accounting-University of Phoenix
B.S. Accounting- FT. Lauderdale College

Nikita Mason
Online Adjunct Instructor Healthcare Programs

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

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

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

Stephanie Mungle
Online Adjunct Instructor Healthcare Programs

B.S. Education – Southeast Missouri State University

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

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

Amanda Musser
Online Adjunct Instructor Business Administration

B.S. Sports Administration – Indiana University of Pennsylvania

Amanda Pennington
Online Adjunct Instructor Healthcare Programs

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

Kanidrus Prather
Online Adjunct Instructor Healthcare Programs

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

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

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

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

M.A.T. Mathematics – Central Washington University
B.A. Mathematics – Walla Walla 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 - Troy University
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 - Clemson University
B.A. Psychology - Clemson University

Tony Smith
Online Adjunct Instructor Business Administration

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 Global
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

Masters of Taxation, University of Tulsa
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

2018 -2019 Holiday Schedule

(The campus is closed on Holidays)

January 1, 2019	New Year’s Day	November 28, 2019	Thanksgiving
May 27, 2019	Memorial Day	November 29, 2019	Thanksgiving
July 4, 2019	Independence Day	December 24, 2019	Christmas
September 2, 2019	Labor Day	December 25, 2019	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.

Student Break Days*

Dates of Schedule Breaks may change.

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

- December 21, 2018 to January 6, 2019
- June 21, 2019 to January 6, 2019 to June 30, 2019
- November 22, 2019 to December 1, 2019
- December 20, 2019 to January 5, 2020

Class Hours:

MCA Class Schedule

Monday – Thursday 9am to 2pm
 Friday classes are held to make-up time for a scheduled holiday (May 24, 2019, July 12, 2019 and September 6, 2019)

Veterinary Assistant Class Schedule

Monday – Thursday 9am to 2pm
 Friday classes are held to make-up time for a scheduled holiday (May 24, 2019, July 12, 2019 and September 6, 2019)

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On Campus Programs

Medical Clinical Assistant Start Schedule

Start Date	Projected Completion Date
March 11, 2019	December 19, 2019
April 1, 2019	January 23, 2020
April 22, 2019	February 13, 2020
May 13, 2019	March 5, 2020
June 3, 2019	April 2, 2020
July 1, 2019	April 23, 2020
July 22, 2019	May 14, 2020
August 12, 2019	June 4, 2020
September 3, 2019	June 25, 2020
September 23, 2019	July 23, 2020
October 14, 2019	August 13, 2020
November 4, 2019	September 3, 2020
December 2, 2019	September 24, 2020

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

Veterinary Assistant

Start Date	Projected Completion Date
June 3, 2019	March 5, 2020
July 1, 2019	April 2, 2020
July 22, 2019	April 23, 2020
August 12, 2019	May 14, 2020
September 3, 2019	June 4, 2020
September 23, 2019	June 25, 2020
October 14, 2019	July 23, 2020
November 4, 2019	August 13, 2020
December 2, 2019	September 3, 2020

Online Programs

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Medical Front Office, Billing and Coding

Medical Administrative Assistant

Diploma Programs

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
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
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

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