

VALLEY COLLEGE
BECKLEY CAMPUS
CATALOG SUPPLEMENT
 September 30, 2015

STAFF

Name	Title
Karla Sanford	Campus Director
Mariah Ritterbush	Campus Coordinator
Philip Dues	Senior Admissions Representative
Ronald Maniece	Admissions Representative
Abbie Newell	Admissions Representative
Will Shepherd	Admissions Representative - Online
Nancy Nickell	Bursar
Terri Ballard	Director of First Impressions
Lindsay Reed	Enrollment Coordinator
Sarah Redman	Financial Aid Advisor
Montrell Smith	Online Financial Aid Advisor
Dianne Cordial-Milam	Placement & Student Affairs Director
Caleb Cooper	Placement & Student Affairs Advisor
Jessica Wilson	Faculty Assistant
Juanita Acheampong	Director of Academics Affairs –Campus Programs
Shelly Smith	Director of Academic Affairs – Online Programs
Cheryl Long	Help Desk Specialist
Nick Palmieri	Help Desk Specialist
Amanda Miller	Student Success Coach
Brian Schwarz	Student Success Coach
Addison Carr	Student Success Coach
Derek Webb	Maintenance Tech

Academics

Name/Credentials	Department	Degree
Juanita Acheampong, CMA (AAMA), RPT, MS	Director of Academic Affairs	M.S. Strategic Leadership B.S. Health Science B.A Liberal Studies A.S. Medical Assisting Mountain State University
Charles Gore, Jr.	HVAC – Lead Instructor Full-Time	Licensed Master Electrician (WV) Licensed HVAC Contractor (WV) Drafting and Architectural Design Universal EPA Refrigerant Certification
Terry Clay	HVAC Full-Time	Clay's Heating and Air Conditioning ESCO EPA 608 Universal Certification
Brian Robinson	HVAC Full-Time	Licensed HVAC Contractor (WV) EPA 608 Universal Certification
Beverly Lafferty, RN	MCA Part-Time	B.S. Nursing A.S. Nursing Bluefield State College
Karen LeMoine, RN	CNA Full-Time	A.S. Nursing University of Cincinnati A.A. Early Childhood Education

Gulf Coast Bible College

Johnathan McClanahan, RN	MCA Part-Time	B.S. Nursing B.A. Biology B.A. Philosophy West Virginia University
Teresa McClanahan, RN	MCA Part-Time	B.S. Nursing Mountain State University
Tabithia Paynter	MCA Part-Time	Diploma Surgical Technology A.A.S. Clinical Trials Research Durham Technical Community College

Please see Online Catalog Supplement for the Online Instructors

ADVISORY BOARD MEMBERS

Name	Title	Company Name/Expertise
Greg Childers	Owner	Childers Enterprises
Gil DeLaRosa	Insurance Agent	Jim Lively Insurance
Stephanie Dunbar	Office Manager	Dr. Khiami at Kid Care
Angela Henson	Executive Director	Region 1 Workforce WV
Tom Hughes	President/Owner	HSC Inc. (HVAC Company)
Dr. Mark Miller	Registrar	West Virginia University Institute of Technology
Mustafa Rahim, MD	Internal Medicine	Stanford Medical Clinic
Ellen Taylor	Executive Director	Beckley-Raleigh County Chamber of Commerce
Kevin Thompson	Health Services Administrator	Federal Bureau of Prisons

Schedules**January 1, 2015 to December 31, 2015 Holiday Schedule**

(The campus is closed on Holidays)

January 1, 2015	New Year's Day	November 26, 2015	Thanksgiving
May 25, 2015	Memorial Day	November 27, 2015	Thanksgiving
July 3, 2015	Independence Day	December 24, 2015	Christmas Eve
September 7, 2015	Labor Day	December 25, 2015	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

HVAC Class Schedule

Monday – Thursday 9am to 2pm

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.

See Student Catalog for more details

Catalog Supplements are subject to change. Please contact the campus at 304-252-9547 for the most up-to-date information.
Valley College – Beckley, 120 New River Town Center, Suite C, Beckley, WV 25801

Student Break Days*

Dates of Schedule Breaks may change.

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

December 19, 2014 to January 4, 2015

June 19, 2015 to July 5, 2015

December 21, 2015 to January 3, 2016

Heating, Ventilation, and Air Conditioning Program Start/Completion Schedule

Start Date	Projected Completion Date
January 5, 2015	September 24, 2015
January 26, 2015	October 15, 2015
February 16, 2015	November 5, 2015
March 9, 2015	November 25, 2015
March 30, 2015	December 17, 2015
April 20, 2015	January 21, 2016
May 11, 2015	February 11, 2016
June 1, 2015	March 3, 2016
July 6, 2015	March 24, 2016
July 27, 2015	April 21, 2016
August 17, 2015	May 12, 2016
September 8, 2015	June 2, 2016
September 28, 2015	June 23, 2016
October 19, 2015	July 28, 2016
November 9, 2015	August 18, 2016
November 30, 2015	September 8, 2016

Medical Clinical Assistant Start Schedule

Start Date	Projected Completion Date
January 5, 2015	October 15, 2015
January 26, 2015	November 5, 2015
February 16, 2015	November 25, 2015
March 9, 2015	December 17, 2015
March 30, 2015	January 21, 2016
April 20, 2015	February 11, 2016
May 11, 2015	March 3, 2016
June 1, 2015	March 24, 2016
July 6, 2015	April 21, 2016
July 27, 2015	May 12, 2016
August 17, 2015	June 2, 2016
September 8, 2015	June 23, 2016
September 28, 2015	July 28, 2016
October 19, 2015	August 18, 2016
November 9, 2015	September 8, 2016
November 30, 2015	September 29, 2016

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

Class Start Date	Class Completion Date	Possible Thursday Evening Shift	
February 13, 2015	March 26, 2015		Includes Orientations/Make Up Days
May 8, 2015	June 18, 2015 ⁺	June 11, 2015	Includes Orientations/Make Up Days
August 14, 2015	September 24, 2015 ⁺	September 17, 2015	Includes Orientations/Make Up Days
November 6, 2015	December 18, 2015		Includes Orientations/Make Up Days

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

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
January 5, 2015	September 3, 2015
January 26, 2015	September 28, 2015
February 16, 2015	October 15, 2015
March 9, 2015	November 5, 2015
March 30, 2015	November 25, 2015
April 20, 2015	December 17, 2015
May 11, 2015	January 21, 2016
June 1, 2015	February 11, 2016
July 6, 2015	March 3, 2016
July 27, 2015	March 24, 2016
August 17, 2015	April 21, 2016
September 8, 2015	May 12, 2016
September 28, 2015	June 2, 2016
October 19, 2015	June 23, 2016
November 9, 2015	July 28, 2016
November 30, 2015	August 18, 2016

Medical Administrative Assistant (New Program)

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
June 1, 2015	February 11, 2016
July 6, 2015	March 3, 2016
July 27, 2015	March 24, 2016
August 17, 2015	April 21, 2016
September 8, 2015	May 12, 2016
September 28, 2015	June 2, 2016
October 19, 2015	June 23, 2016
November 9, 2015	July 28, 2016
November 30, 2015	August 18, 2016

Medical Records Specialist (New Program)

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
June 1, 2015	February 11, 2016
July 6, 2015	March 3, 2016
July 27, 2015	March 24, 2016
August 17, 2015	April 21, 2016
September 8, 2015	May 12, 2016
September 28, 2015	June 2, 2016
October 19, 2015	June 23, 2016
November 9, 2015	July 28, 2016
November 30, 2015	August 18, 2016

Health Services Administration

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
January 5, 2015	March 24, 2016
January 26, 2015	April 21, 2016
February 16, 2015	May 12, 2016
March 9, 2015	June 2, 2016
March 30, 2015	June 23, 2016
April 20, 2015	July 28, 2016
May 11, 2015	August 18, 2016
June 1, 2015	September 8, 2016
July 6, 2015	September 29, 2016
July 27, 2015	October 20, 2016
August 17, 2015	November 10, 2016
September 8, 2015	December 1, 2016
September 28, 2015	December 22, 2016
October 19, 2015	January 19, 2017
November 9, 2015	February 9, 2017
November 30, 2015	March 2, 2017

Business Administration

(Schedule subject to change based on enrollment)

Start Date	Projected Completion Date
January 5, 2015	June 23, 2016
January 26, 2015	July 28, 2016
February 16, 2015	August 18, 2016
March 9, 2015	September 8, 2016
March 30, 2015	September 29, 2016
April 20, 2015	October 20, 2016
May 11, 2015	November 10, 2016
June 1, 2015	December 1, 2016
July 6, 2015	December 22, 2016
July 27, 2015	January 19, 2017
August 17, 2015	February 9, 2017
September 8, 2015	March 2, 2017
September 28, 2015	March 30, 2017
October 19, 2015	April 20, 2017
November 9, 2015	May 11, 2017
November 30, 2015	June 1, 2017

