

# 2008-2010 Catalog & Student Handbook



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3506 Wards Road, Lynchburg, Virginia 24502-2498

Phone (434) 832-7600, 1-800-562-3060

VTDD (434) 832-7701

***[www.cvcc.vccs.edu](http://www.cvcc.vccs.edu)***

The Virginia Community College System does not discriminate on the basis of race, color, national origin, religion, age, or disability in employment or in the provision of any program or activity operated by the System.

Central Virginia Community College is an Equal Opportunity / Affirmative Action institution and complies with the requirements of the Americans with Disabilities Act.

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# 2008-2009 Academic Calendar

## Summer 2008

	10 Weeks	1st 5 Weeks	2nd 5 Weeks
Classes Begin . . . . .	May 19	May 19	June 23
Last Day for Adds . . . . .	May 21	May 20	June 24
No Classes (Memorial Day) . . . . .	May 26	May 26	
Make-up Classes for Memorial Day . . . . .	May 30	May 30	
Last Day to Drop/Receive Tuition Refund . . . . .	May 29	May 23	June 27 (by 12 p.m.)
Last Day to Apply for Graduation . . . . .	July 3	July 3	July 3
Last Day to Withdraw Without Grade Penalty . . . . .	June 30	June 9	July 14
No Classes (Independence Day) . . . . .	July 4		July 4
Classes End . . . . .	July 24	June 19	July 24
Final Exams . . . . .	July 28-29	June 20	July 28
Grades Due from Faculty . . . . .	July 30	June 23	July 30
Last Faculty Workday . . . . .	July 31	June 24	July 31

## Fall Semester 2008

Faculty Report Day . . . . .	Monday, August 18
Classes Begin . . . . .	Monday, August 25
Last Day for Adds . . . . .	Friday, August 29
No Classes (Labor Day) . . . . .	Monday, September 1
Last Day for Drops/Receive Tuition Refund . . . . .	Wednesday, September 10
No Classes (Fall Break) . . . . .	Monday-Tuesday, October 13-14
Last Day to Withdraw Without Grade Penalty . . . . .	Thursday, October 30
Last Day to Apply for Graduation . . . . .	Thursday, November 6
No Classes (Thanksgiving) . . . . .	Wednesday-Sunday, November 26-30
Classes End . . . . .	Monday, December 15
Final Exams . . . . .	Tuesday-Friday, December 16-19
Grades Due from Faculty . . . . .	Monday, December 22 (by 12 p.m.)
Last Faculty Workday . . . . .	Tuesday, December 23

## Spring Semester 2009

Faculty Report Day . . . . .	Friday, January 2
Classes Begin . . . . .	Monday, January 12
Last Day for Adds . . . . .	Friday, January 16
No Classes (Martin Luther King Jr.) . . . . .	Monday, January 19
Last Day for Drops/Receive Tuition Refund . . . . .	Wednesday, January 28
Last Day to Apply for Graduation . . . . .	Thursday, February 12
No Classes (Spring Break) . . . . .	Monday-Sunday, March 23-29
Last Day to Withdraw Without Grade Penalty . . . . .	Wednesday, March 18
Classes End . . . . .	Monday, May 4
Final Exams . . . . .	Tuesday-Friday, May 5-8
Grades Due from Faculty . . . . .	Monday, May 11
Commencement . . . . .	Thursday, May 14
Last Faculty Workday. . . . .	Friday, May 15

# 2009-2010 Academic Calendar

## Summer 2009

	10 Weeks	1st 5 Weeks	2nd 5 Weeks
Classes Begin	May 18	May 18	June 22
Last Day for Adds	May 20	May 19	June 23
No Classes (Memorial Day)	May 25	May 25	
Make-up classes for Memorial Day	May 29	May 29	
Last Day to Drop/Receive Tuition Refund	May 28	May 22 (by 12pm)	June 26 (by 12pm)
Last Day to Apply for Graduation	July 2	July 2	July 2
Last Day to Withdraw Without Grade Penalty	June 29	June 8	July 13
Classes End	July 23	June 18	July 23
Final Exams	July 27-28	June 19	July 27
Grades Due from Faculty	July 29	June 22	July 29
Last Faculty Workday	July 30	June 23	July 30

## Fall Semester 2009

Faculty Report Day	Monday, August 17
Classes Begin	Monday, August 24
Last Day for Adds	Friday, August 28
No Classes (Labor Day)	Monday, September 7
Last Day for Drops/Receive Tuition Refund	Tuesday, September 4
No Classes (Fall Break)	Monday-Tuesday, October 12-13
Last Day to Withdraw Without Grade Penalty	Thursday, October 29
Last Day to Apply for Graduation	Thursday, November 5
No Classes (Thanksgiving)	Wednesday-Sunday, November 25-29
Classes End	Monday, December 14
Final Exams	Tuesday-Friday, December 15-18
Grades Due from Faculty	Monday, December 21 (by 12 p.m.)
Last Faculty Workday	Wednesday, December 23

## Spring Semester 2010

Faculty Report Day	Monday, January 4
Classes Begin	Monday, January 11
Last Day for Adds	Friday, January 15
No Classes (Martin Luther King Jr.)	Monday, January 18
Last Day for Drops/Receive Tuition Refund	Wednesday, January 27
Last Day to Apply for Graduation	Friday, February 5
No Classes (Spring Break)	Monday-Sunday, March 22-28
Last Day to Withdraw Without Grade Penalty	Wednesday, March 17
Classes End	Monday, May 3
Final Exams	Tuesday-Friday, May 4-7
Grades Due from Faculty	Monday, May 10
Commencement	Thursday, May 13
Last Faculty Workday	Friday, May 14

## State Board for Community Colleges

Mark. R Graham, *Chair*  
Robert W. Shinn, *Vice Chair*

Shahnaz M. Ahmed  
Megan C. Beyer  
Hank W. Chao  
Gary C. Hancock  
Barbara A. Johnsen

Adele C. Johnson  
Constance R. Kincheloe  
Chris A. Lumsden  
Nathaniel Xavier Marshall  
Jeffery K. Mitchell

R. Michael Mohler  
C. Michael Petters  
Alan G. Toxopeus

Dr. Glenn DuBois, *Secretary and VCCS Chancellor*

## Central Virginia Community College Board

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Colonel William L. Burnham, U.S.A. (Ret.)  
Mr. Richard B. Carter, Sr.  
Mr. Martin F. Giudice, *Vice-Chair*  
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Mr. Skip Lamb  
Dr. James H. Mundy  
Mr. John Rosser  
Ms. Deborah Shrader  
Ms. Elizabeth Tweedy

City of Lynchburg  
City of Lynchburg  
Appomattox County  
Bedford County  
City of Bedford  
City of Lynchburg  
City of Lynchburg  
Campbell County  
Amherst County  
Campbell County

## Administration

President	Dr. Darrel W. Staat
Vice President for Academic Affairs and Student Services	Dr. Geoffrey Hicks
Vice President for Financial and Administrative Services	Mr. John K. Poole
Vice President for Workforce Development and Continuing Education	Mr. Stanley H. Shoun
Vice President for Information Technology Services	Mr. David J. Lightfoot
Vice President for Institutional Advancement	Mr. Donald M. Sutton, Jr.
Director of Research, Assessment and Planning	Dr. Kimberly Sinha
Dean, Business and Allied Health	Dr. James Lemons
Dean, Humanities and Social Sciences	Dr. Muriel Mickles
Dean, Science, Mathematics, and Engineering Technologies	Dr. Jeffrey Laub
<i>Acting</i> Dean, Enrollment Management	Mrs. Judy E. Graves
Supervisor of Admissions and Records	Mrs. Julie E. Loving
Coordinator of Library Services	Mr. Michael Fein
Coordinator of Workforce Development	Mr. George Sherman
Supervisor of Financial Aid	Mrs. Deborah Marshall

## Board of The CVCC Educational Foundation, Inc.

The CVCC Educational Foundation, Inc. was established in 1981 to develop community financial support of the College. This support is essential for the institution to continue its tradition of responsive and excellent educational programs. The College seeks community support to maintain the quality of programs through grants for scholarships, purchases of instructional equipment, and faculty /staff professional development. The CVCC Educational Foundation, Inc. is a 501(c)(3) tax-exempt corporation that may accept gifts in the form of cash, securities, bequests, life insurance, annuities, real estate, personal property, stocks, and bonds. A Board of Directors comprised of community leaders is charged with managing the Foundation's resources and disbursing them to the College.

Michael Moorshead, *President*

Michael V. Bradford, *Vice President*

Darrel W. Staat, *Secretary (ex officio)*

John K. Poole, *Treasurer (ex officio)*

Doyle B. Allen	Sarah Kretowicz Maddox	E. W. Tibbs	Clifton L. Barbieri, †
Robert L. Bashore	John A. Mastroianni	Richard Ward	<i>Director Emeriti</i>
Jane A. Blickenstaff	Steve McElroy	Richard B. Worthington, II	James V. Shircliff †
Thomas A. Christopher	Ryan A. McEntire, CPA	Cindy Gunnoe,	<i>Director Emeriti</i>
Brent A. Collins	Winfred D. Nash	<i>CVCC Local Board Member</i>	Ron Dolan, †
Lorenza E. Davis, Sr.	Robert M. O'Brian	<i>Liaison (ex officio)</i>	<i>Director Emeriti</i>
John D. Doyle, Jr.	Sarah S. Post	Donald M. Sutton, Jr.,	
Stuart C. Fauber	Mitchell W. Reaves	<i>Executive Director</i>	† <i>deceased</i>
Gregory A. Graham	Garnett "Budd" Riddle, Jr	<i>(ex officio)</i>	
Terry H. Jamerson	J. Todd Scruggs		

## Alumni & Friends Association

The CVCC Alumni & Friends Association strives to facilitate communication and promote fellowship between alumni, students and administrative personnel; to provide a dynamic and viable vehicle for promoting programs conducive to constant improvement of the College and enrichment of its students; and to encourage a long enduring allegiance to the College in return for the beneficial impact it has had on the lives of the alumni. The Association conducts a number of annual fundraising events in order to support their scholarship program for children of CVCC alumni. Each year the Association selects CVCC's Outstanding Alumnus who serves as the speaker at the commencement exercises in May.

Don W. Tosi, *President*

Betty K. Hudson, *Alumni Coordinator*

<b>ACTIVE MEMBERS:</b>	Tracey DeJarnette	Emily A. Mayhew	Shirley Smith
Kevin Arrington	Derenda B. Dews	Emily Mays	Michelle J. Soverns
Vickie Banks	Charles R. Earley	Richard W. McGann	Connie Sublett
Diana Bible	Megan Emanuel	Muriel Mickles	Michelle L. Suwala
Barry & Linda Bosiger	Nancy Engler	Bethanie A. Mickles	Lynn B. Suwala
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Cheryl Bradley	Dawn Geiger	Terri Miller	Jim Tuttle
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Amy Carderelli	Deborah Harris	Jewel Newman	Cloyde Wiley
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Amber Clark	Amy Huffman	Ryan Petrey	
Grady Davis	Rachel Johnson	Alison Petitt	
Kimely R. Davis	Tammy Johnson	Christopher Reynolds	
Remonia Davis	Wiley V. Johnson	James Roberts	
Connie Deacon	Vivian C. Layne	Shirley Schmitt	
Todd Deacon	Deborah Marshall	Debra Short	

## Outstanding Faculty and Staff



Dr. David A. Wiseman, Professor of Biology, was selected by a group of his peers as CVCC's **2007 Outstanding Faculty**. The announcement and presentation occurred during the College's commencement ceremony at Liberty University's Vines Center on May 10, 2007. Dr. Darrel W. Staat, CVCC President, did the honors of naming Dr. Wiseman following a brief description of his dedication and service to his students and the School.

Dr. Wiseman has been teaching anatomy and physiology at the College for 31 years. He received his first degree at Joliet Junior College in Joliet, Illinois. He went on to earn a Bachelor of Science degree in Biology at Valparaiso University and his Masters and Ph.D. in Physiology at the University of Illinois. He did post graduate work at the University of Texas Medical Center in Houston prior to joining the faculty at CVCC.



CVCC presented Priscilla Liggon, Clinical Coordinator for the Radiologic Technology Program, with the **2007 Outstanding Staff Award**. Ms. Liggon graduated from CVCC's Radiologic Technology Program in 1977 and has served the College since 1989. The announcement was made during fall convocation at the school's Lynchburg campus by College President Dr. Darrel W. Staat.

Ms. Liggon oversees the entire clinical operation of the CVCC Radiologic Technology Program and coordinates all communications with clinical sites, instructors, and program director. Beyond her normal duties, she assisted in preparing the interim accreditation report and feasibility studies that have led to the opening of a clinic in Halifax County and an Orthopedic Observation site in Lynchburg. She also coordinates student training in the area of digital x-ray imaging, and assists in planning and implementing the Radiologic Technology Program Honor's Ceremony and celebrations occurring during Radiologic Technology Week.