

**WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION**

Form #3

FILED
AUG 15 12 41 PM '94
OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

**NOTICE OF AGENCY APPROVAL OF A PROPOSED RULE
AND
FILING WITH THE LEGISLATIVE RULE-MAKING REVIEW COMMITTEE**

AGENCY: West Virginia Board of Examiners for Registered Professional Nurses TITLE NUMBER: 19

CITE AUTHORITY §30-7-4 and §30-1-4

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 19CSR2

TITLE OF RULE BEING AMENDED: Criteria for the Evaluation and Accreditation of Colleges, Departments or Schools of Nursing

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

THE ABOVE PROPOSED LEGISLATIVE RULE HAVING GONE TO A PUBLIC HEARING OR A PUBLIC COMMENT PERIOD IS HEREBY APPROVED BY THE PROMULGATING AGENCY FOR FILING WITH THE SECRETARY OF STATE AND THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE FOR THEIR REVIEW.

Janet N. Mitchell
Authorized Signature

7.40

Janet H. Fairchild, M.S., R.N.
Executive Secretary



TELEPHONE:
(304) 558-3596
(304) 558-3728
FAX (304) 558-3666

STATE OF WEST VIRGINIA
BOARD OF EXAMINERS FOR REGISTERED PROFESSIONAL NURSES
101 Dee Drive
Charleston, WV 25311-1620

June 29, 1994

The Honorable Ken Heckler
Secretary of State
Building 1, Suite 157-K
1900 Kanawha Blvd., East
Charleston, WV 25305-0770

Dear Mr. Heckler,

The Board in session June 23-24, 1994 approved for filing proposed legislative rule 19CSR2 titled Criteria For the Evaluation and Accreditation of Colleges, Departments, or Schools of Nursing. This is a repeal and replacement of the rule by the same title and name.

A brief summary of the rule follows:

This legislative rule sets forth the requirements for the evaluation and accreditation of colleges, departments or schools of nursing. The rule provides the standards by which all nursing education programs are reviewed. Standards related to mission/philosophy and goals/outcomes; organization and administrative control; faculty; students; curriculum; resources, facilities, and services; and evaluation of the nursing education unit.

The Board's rationale for proposing a repeal and replacement of this rule follows:

This rule has not been revised or updated since January 1977. Although the effective date on the rule is December 1982, there were no changes to the rule in 1982 when it was re-filed. The proposed amendments generally update the standards in light of current standards generally for nursing education programs. The overall format has been changed.

Sincerely,

A handwritten signature in cursive script that reads "Janet H. Fairchild".

Janet H. Fairchild M.S., R.N.
Executive Secretary

APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: Criteria for the Evaluation and Accreditation of
Colleges, Departments or Schools of Nursing

Type of Rule: **Legislative Interpretive Procedural

Agency WV Board of Examiners for Registered Nurses

Address 101 Dee Drive
Charleston, WV 25311-1620

1. Effect of Proposed Rule

	ANNUAL FISCAL YEAR				
	INCREASE	DECREASE	CURRENT	NEXT	HEREAFTER
<u>ESTIMATED TOTAL COST</u>	\$	\$	\$	\$	\$
PERSONAL SERVICES	no change				
CURRENT EXPENSE	no change				
REPAIRS & ALTERNATIONS	none				
EQUIPMENT	none				
OTHER					

2. Explanation of above estimates:

The amendments to this rule will not change the current level of expenditures for implementation of nursing education standards and accreditation procedures.

3. Objectives of these rules:

To update rules. Effective date of December 1982 is actually a re-file date of the original rule which became effective January 1, 1977.

Criteria for the Evaluation and Accreditation of
Colleges, Departments or Schools of Nursing.

Rule Title: _____

4. Explanation of Overall Economic Impact of Proposed Rule.

A. Economic Impact on State Government.

none

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of Citizens.

none

C. Economic Impact on Citizens/Public at Large.

none

Date:

June 29, 1994

Signature of Agency Head or Authorized Representative

Janet W. Fairchild

DATE: AUGUST 15, 1994

TO: LEGISLATIVE RULE-MAKING REVIEW COMMITTEE

FROM: WEST VIRGINIA BOARD OF EXAMINERS FOR REGISTERED PROFESSIONAL NURSES

LEGISLATIVE RULE TITLE: Criteria for the Evaluation and Accreditation of Colleges, Departments or Schools of Nursing

1. Authorizing statute(s) citation §30-7-4 and §30-1-4

2. a. Date filed in State Register with Notice of Hearing

June 29, 1994

b. What other notice, including advertising, did you give of the hearing?

Nursing Education Task Force

Questionnaire

c. Date of Hearing(s) July 29, 1994

d. Attach list of persons who appeared at hearing, comments received, amendments, reasons for amendments.

Attached No comments received

e. Date you filed in State Register the agency approved proposed Legislative Rule following public hearing: (be exact)

August 15, 1994

f. Name and phone number(s) of agency person(s) to contact for additional information:

Janet H. Fairchild, MS, RN 558-3596

3. If the statute under which you promulgated the submitted rules requires certain findings and determinations to be made as a condition precedent to their promulgation:

a. Give the date upon which you filed in the State Register a notice of the time and place of a hearing for the taking of evidence and a general description of the issues to be decided.

June 29, 1994

b. Date of hearing: July 29, 1994

c. On what date did you file in the State Register the findings and determinations required together with the reasons therefor?

August 15, 1994

d. Attach findings and determinations and reasons:

Attached yes

**TITLE 19
LEGISLATIVE RULES
WEST VIRGINIA BOARD OF EXAMINERS
FOR REGISTERED PROFESSIONAL NURSES**

**SERIES 2
CRITERIA FOR THE EVALUATION AND ACCREDITATION
OF COLLEGES, DEPARTMENTS OR SCHOOLS OF NURSING**

§19-2-1. General.

- 1.1. Scope.-- This rule defines the criteria for evaluation and accreditation of schools of nursing.
- 1.2. Authority.-- West Virginia Code §30-7-4 and §30-1-4.
- 1.3. Filing Date.-- _____.
- 1.4. Effective Date.-- _____.
- 1.5. Repeal of former rule.-- This legislative rule repeals and replaces WV 19CSR2 "Criteria for the Evaluation and Accreditation of Colleges, Departments or Schools of Nursing" filed December 17, 1982 and effective December 17, 1982.

§19-2-2. Definitions.

- 2.1. "Governing organization" is the university, college or other organization of which the nursing education unit is an integral part.
- 2.2. A "preceptor" is an experienced and competent registered professional nurse who serves as a role model and resource to students in the clinical setting in conjunction with a faculty member.

§19-2-3. Mission/philosophy and goals/outcomes of the nursing education unit.

- 3.1. The mission/philosophy and goals/outcomes of the nursing education unit shall be clearly stated, periodically reviewed, and consistent with those of the governing

organization.

3.2. Implementation through an adequate program.

The nursing education unit shall accomplish the stated goals/outcomes.

§19-2-4. Organization and administrative control of the nursing education unit.

4.1. The nursing education unit in the governing organization.

4.1.1. Organization of the education unit.

The organizational pattern of the education unit in nursing shall be comparable to that of other like units in the governing institution. A chart showing the structure of the education unit in nursing, its relationship to administration, and with other units, shall be available.

4.1.2. Budget of the nursing education unit.

The budget of the nursing education unit shall be part of the budget of the governing organization. The administrator of the nursing education unit shall be responsible for the preparation, presentation and administration of the budget for the unit. The budget shall be adequate to achieve the mission of the unit.

a. The nursing education unit shall receive adequate financial support for faculty, equipment, supplies and services to achieve the outcomes of all nursing programs.

b. Secretarial and other support services shall be sufficient for the nursing unit to accomplish goals and expected outcomes and ensure appropriate use of faculty time and expertise.

4.1.3. Administration of the nursing education unit.

The nursing education unit shall be administered by a nurse who (a) holds a graduate degree with a major in nursing, (b) has five (5) years professional nursing experience, two (2) of which shall be teaching in a professional nursing program, and (c) licensed in the state of West virginia as a registered professional nurse. In addition qualifications shall be comparable to those required of other faculty in the governing organization.

- a. The administrator of the nursing education program shall be responsible for:
 - a.A. Providing leadership for faculty and staff;
 - a.B. Developing and maintaining relationships with local, state, regional, and national agencies;
 - a.C. Establishing and maintaining liaison with the central administration and other units of the governing organization;
 - a.D. Preparing and administering the budget;
 - a.E. Facilitating faculty development and performance review;
 - a.F. Recommending faculty for appointment, promotion, tenure and retention; and
 - a.G. Notifying the Board of any major changes in the nursing education program or its administration.

4.1.4. Agreements with an agency or agencies for clinical practice areas.

There shall be a written agreement between the governing organization and the agency or agencies which provide education experiences for students.

§19-2-5.Faculty of the education unit in nursing.

5.1. Nursing faculty members (full and part-time) are academically and professionally qualified in that they;

5.1.1. have a graduate degree with a major in nursing;

5.1.2. have evidence of current experience in nursing practice and education; and,

5.1.3. have credentials verifying legal status as a registered professional nurse in West Virginia.

5.2. The aforementioned qualification (in subsection 5.1.1.) shall be fully implemented by January 1, 2000. Faculty currently in place will be expected to obtain the appropriate degree by that time.

5.3. Reports on faculty qualifications.

At the time of appointment the school shall submit to the Board on special forms, a record of the qualifications of each faculty member.

5.4. Conditions of faculty employment.

Faculty policies of the nursing unit are nondiscriminatory and consistent with that of the parent institution; policies which differ from the parent institution are justified by nursing unit goals. The policies will be written, implemented and available.

5.5. Assignment of faculty.

Faculty workload shall allow for the accomplishment of the outcomes of the nursing education unit.

5.6. Organization of faculty.

The faculty shall be organized under its own governing rules, and shall meet regularly. Opportunities shall be provided for student participation. Minutes of meetings shall be kept on file.

5.7. Malpractice insurance for faculty.

Faculty shall be covered by liability insurance for clinical practice for the nursing education unit.

§19-2-6. Students in the nursing education unit.

6.1. Selection and admission of students shall be based on established criteria. Student enrollment shall be determined by the clinical and teaching facilities available and the numbers of faculty.

6.1.1. Requirements for admission.

A high school diploma or general education development (GED) certificate shall be required for admission to the nursing education unit.

6.1.2. Transfer or readmission of students.

The faculty shall establish policies for students requesting readmission or admission by transfer from another school of nursing.

6.2. Student policies.

Policies concerning students should be clearly stated in the student handbook

and/or school catalogue.

6.3. Liability insurance for students.

Students must be covered by liability insurance for clinical practice.

6.2.4. Students shall adhere to the standards for professional conduct as stated in WV 19CSR10, Standards for Professional Nursing Practice, and shall be subject to disciplinary action by the board as stated in WV 19CSR9, Disciplinary Action.

§19-2-7. Curriculum.

7.1. The curriculum of the nursing education unit.

The curriculum of each program within the nursing education unit shall be based on the philosophy/mission and goals/outcomes of the nursing education unit.

7.1.1. The curriculum shall incorporate the concepts of nursing process and the standards for nursing practice as defined in WV 19CSR10, Standards for Professional Nursing. Clinical assignments shall be designed to meet the objectives of each nursing course.

7.1.2. Curriculum for programs offering the diploma, the associate degree or baccalaureate degree in nursing shall include theory and practice in nursing, encompassing the attainment and maintenance of physical and mental health and the prevention of illness for individuals and groups throughout the life process.

7.2. The nursing courses shall be supported by courses which meet the requirements of the governing organization, including biological, physical and

behavioral science courses.

- 7.3. Major changes in the nursing curriculum or the nursing education pattern. Eight (8) copies of proposed major changes in the curriculum or nursing education pattern currently approved by the board shall be sent to the board office well in advance of a regular board meeting. Changes shall not be effected unless and until official approval is received. Examples of major changes include but are not limited to:

- 7.3.1. Total number of credit hours
- 7.3.2. Re-distribution of credit hours
- 7.3.3. An additional teaching site for the program
- 7.3.4. Comprehensive change in philosophy/mission and goals/outcomes
- 7.3.5. Addition of new faculty, and
- 7.3.6. Changes in required cognate courses.

§19-2-8.Resources, Facilities, and Services.

- 8.1. To meet goals/outcomes, there shall be adequate teaching facilities provided. These will include well-equipped classrooms, conference rooms, libraries, laboratories and offices for instructional personnel.
- 8.2. Comprehensive and current library resources, computer facilities, laboratory and other learning resources are developed with input from nursing faculty, and are available and accessible.
- 8.3. The resources, facilities and services of the governing organization shall be available to and used by the nursing education unit.

8.4. The agencies and services utilized for learning experiences shall be adequate in number and kind to meet program goals/outcomes.

8.4.1. Preceptors must have a baccalaureate degree with a major in nursing.

§19-2-9.Evaluation of the nursing education unit.

9.1. There is an ongoing systematic evaluation of all program components which is used for development, maintenance and revision of the program.

9.2. The evaluation plan shall include measurable outcomes, e.g. licensure examination passage rate, employment patterns, graduation rates and attrition.

ORIGINAL

BEFORE
THE WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES

PUBLIC HEARING

SERIES 2 .

CRITERIA FOR THE EVALUATION AND ACCREDITATION
OF COLLEGES, DEPARTMENTS OR SCHOOLS OF NURSING

FRIDAY, JULY 29, 1994

2:00 P.M.

101 DEE DRIVE

CHARLESTON, WEST VIRGINIA

DATE: Aug. 2, 1994

NINETY DAYS FROM THE ABOVE DATE THE
TAPES OF THIS MATTER WILL BE ERASED
SO THAT THEY MAY BE REUSED UNLESS
WE HEAR FROM YOU INDICATING YOUR
REASONS WHY THIS SHOULDN'T BE DONE.

JANET T. SURFACE
ALUM CREEK, WEST VIRGINIA 25003
PHONE (304) 756-3302 756-3611

JANET T. SURFACE

COURT REPORTERS
62 MUIRFIELD DRIVE
HURRICANE, WEST VIRGINIA 25526-9018
PHONE (304) 757-0622

APPEARANCES:

JANET H. FAIRCHILD, MS, RN,
Executive Secretary,
West Virginia Board of Examiners
for Registered Professional Nurses,
101 Dee Drive,
Charleston, West Virginia 25311-1620.

JANET T. SURFACE
COURT REPORTERS
62 MUIRFIELD DRIVE
HURRICANE, WEST VIRGINIA 25526-9018
PHONE (304) 757-0622

EXECUTIVE SECRETARY FAIRCHILD: My name is Janet Fairchild and I'm the Executive Secretary of the State Board of Examiners for Registered Professional Nurses.

It is now two o'clock and we will open the public hearing to receive oral testimony and written comments on proposed legislative rule 19 CSR 2, criteria for the evaluation and accreditation of colleges, departments, or schools of nursing.

At this time it is noted for the record that there are no folks here to testify. But we will be here until three o'clock in case anyone does come.

(WHEREUPON, the floor remained open for comments until 3:00 p.m..)

EXECUTIVE SECRETARY FAIRCHILD: It is now three p.m.. There were no folks at this hearing. So we will conclude the hearing.

Again we will continue to accept written comments, should there be any submitted, until four p.m.. Thank you.

JANET T. SURFACE
COURT REPORTERS
62 MUIRFIELD DRIVE
HURRICANE, WEST VIRGINIA 25526-9018
PHONE (304) 757-0622

REPORTER'S CERTIFICATE

I, the undersigned, Janet T. Surface, Stenomask Reporter, do hereby certify that the foregoing is, to the best of my skill and ability, a true and accurate transcript of the proceedings had in the above-styled hearing on the 29th day of July, 1994.

Given under my hand this the 30th day of July, 1994.

Janet T Surface
Reporter

JANET T. SURFACE

COURT REPORTERS
62 MUTRFIELD DRIVE
HURRICANE, WEST VIRGINIA 25526-9018
PHONE (304) 757-0622

West Virginia University
PARKERSBURG

TRANSMITTAL COVER SHEET

Date: 7-25-94

TO: Janet Fairchild

FROM: Alta Sellers

You will receive 2 pages including this cover sheet.

IF MATERIAL IS POORLY TRANSMITTED, PLEASE CONTACT SENDER.

ADDITIONAL REMARKS:

WVU/FAX NUMBER (304) 424-8315 PHONE NUMBER (304) 424-8000

Rt. 5, Box 167-A; Parkersburg, West Virginia 26101-9577 (304) 424-8000

PWest Virginia University
PARKERSBURG

July 25, 1994

Janet Fairchild, MS, RN
Executive Secretary
West Virginia Board of Examiners
for Registered Professional Nurses
101 Dee Drive
Charleston, WV 25311-1620

Dear Ms. Fairchild:

I am writing you in regard to public hearings being held for proposed changes in the "Policies and Procedures related to the Accreditation of Colleges, Departments or Schools of Nursing".

A particular concern to me is Article 19-2-5, "Faculty of the education unit in nursing". Schools of Nursing would not be able to insure Masters prepared adjunct faculty. There would be an inadequate pool of faculty to choose from in this area. I feel that educational background should not be sole consideration of preparation for clinical faculty.

I urge you to reconsider this change in policy.

Sincerely,

Alita K. Sellers (bas)

Alita K. Sellers
Chairperson, Nursing



SCHOOL OF NURSING
400 Hal Greer Boulevard
Huntington, West Virginia 25755-9500
304/696-6750

June 28, 1994

Janet Fairchild, MS, RN
Executive Secretary
WV State Board of Examiners
for Registered Professional Nurses
101 Dee Drive
Charleston, WV 25311

Dear Janet:

I have enclosed some comments regarding the draft of
Legislative Rules Series 1 and 2 for consideration by the West
Virginia Board of Examiners for Registered Professional Nurses.

Sincerely yours,

A handwritten signature in cursive script, appearing to read 'Lynne B. Welch'.

Lynne B. Welch, RN, EdD
Dean

/mc

Enclosure

SUGGESTIONS FOR STATE BOARD

First, this may not be up for consideration at this point, but I believe the title of the board should be just "registered", not "registered professional", in preparation for different testing for baccalaureate level.

Title 19 Series 1

2.13 add "certified nurse practitioner" in "...prescribed by a licensed physician, certified nurse practitioner, or a licensed dentist...."

5.4 "to write" is an outdated term. Should be "to take the state licensing exam...."

7.1 If "survey" means site visit, I believe it should not be mandatory if a school has full NLN accreditation and the state board scores are deemed acceptable to the Board.

10.1 If a school has NLN accreditation (without a warning), the annual report should be abbreviated and not so repetitive.

Title 19 Series 2

5.1 Faculty should have a minimum of a masters degree in nursing. (There are doctoral nursing programs which accept non-traditional students.) I also believe it is important to keep this educational standard as a goal to work toward. Faculty have until Jan. 1, 2000 to do this and access to graduate nursing programs is available.

5.2 Board should not require a report on faculty qualifications on appointment. It would be in the annual report. 5.3

states the conditions of employment must be consistent with the parent institution.

7.3 e. Addition of new faculty should not be considered a major change requiring board approval.

Title 19
Series 3

3.2.1.1.1 Change "sit for" to "take".

3.1.5.2 NCLEX-RN has been adopted, has it not?

3.6.4 Candidate should not have to petition to repeat the exam after just two failures. There should be a time limit such as that they must petition and show action to correct deficiencies if 2 or more years have elapsed since graduation. Definite criteria must be established as to what is acceptable "action".

3.7.1 Endorsement should be if they are licensed to be "registered nurses". Not all states use "registered professional", and again this will eventually become an issue.

Title 19
Series 11

2.4 Again, insert certified nurse practitioner as one who can prescribe.

3.2.3 Exempt a licensee who is enrolled in at least 6 credit hours for 1 year in a program leading to a higher degree in nursing.

Dr. Judith Sortet



SCHOOL OF NURSING
400 Hal Greer Boulevard
Huntington, West Virginia 25755-9500
304/696-6750

July 8, 1994

Janet Fairchild, MS, RN
Executive Director
WV State Board of Examiners
for Registered Professional Nurses
101 D Drive
Charleston, WV 25311

Dear Janet:

I wish to have the following comments entered into the public hearings regarding Series 1 and 2 rules for the West Virginia Board of Examiners for Registered Professional Nurses.

Series 1 - Policies and Procedures Related to the Accreditation of Colleges, Departments, or Schools of Nursing.

19-1-2:2.13 Add to line 3 physician, licensed dentist, or a certified nurse practitioner.

19-1-6:6.1 Increase the fee to \$100 on line 4.

19-17:7.1 School surveys should be requested at set intervals for only those programs that are not accredited by the National League for Nursing.

19-1-10:1.1 (c) Since faculty qualifications are included in the yearly annual report, it should not be necessary to submit them in addition to the annual report.

Series 2 - Criteria for the Evaluation and Accreditation of Colleges Departments or Schools of Nursing.

19-2-5:5.1 (b) Have evidence of current experience in nursing practice and/or education.
5.2 This is repetitive.

19-2-7:7.2 Add humanities to the courses included.

7.3 (b)

Redistribution of credit hours needs to be clarified; does it mean within the major or all courses? If another department changes course placement, level, or number of credit hours, is it still necessary to report it?

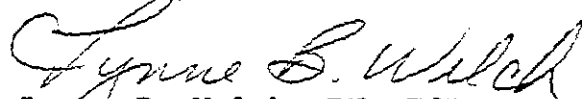
7.3 (c) & (e)

Should be deleted. New faculty additions should be reported only if they do not meet the criteria. Additional teaching sites are added all of the time in community-based courses and curricula. As long as the clinical areas meet curriculum standards for students, it isn't necessary to consider it a major change. As more client care moves from the acute care setting to community-based settings, there will be increased numbers of settings. Many schools use well over 100 settings now. I do not see the addition of a teaching site as a major change.

19-2-9:9.2

Attrition rates may not be useful data as some students "stop out" for awhile and would then be incorrectly "counted".

Sincerely yours,


Lynne B. Welch, RN, EdD
Dean

/mc



West Virginia Wesleyan College

June 14, 1994

Ms. Janet Fairchild, MS
Executive Secretary
WV Board of Examiners for Registered Professional Nurses
101 Dee Drive
Charleston, WV 25311-1620

Dear Ms. Fairchild,

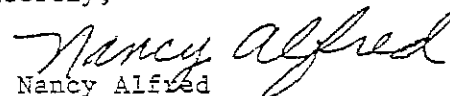
I am respectfully submitting a suggested revision of the amendment to Title 19, Series 2 criteria for the evaluation and accreditation of Colleges, Departments, or Schools of Nursing. In section 19-2-5 Faculty of the education unit in Nursing 5.1(a), the statement be altered to include part time Nursing faculty have at least two years Nursing experience and after two years part time experience in Nursing education, document initiation and/or continuation in a program of study in an accredited Masters in Nursing Program.

Note: Currently severe shortage of MSN prepared nurses in West Virginia interested in Nursing education.

Also in 5.1(b) have evidence of current experience in Nursing practice and/or Nursing education.

Note: Many Nursing Faculty will be in an initial appointment in Nursing education without any prior Nursing educational experience, i.e., new MSN graduate or may be changing Nursing career focus from Nursing service to Nursing education.

Sincerely,



Dr. Nancy Alfred
Chairperson
West Virginia Wesleyan College
Nursing Department
Buckhannon, WV 26201



ROBERT C. BYRD
HEALTH SCIENCES CENTER
OF WEST VIRGINIA UNIVERSITY

May 24, 1994

Janet Fairchild, MS, RN
Executive Secretary
WV Board of Examiners for RN's
101 Dee Drive
Charleston, WV 25311-1620

Dear Janet:

I will be unable to attend the public hearing on July 29 related to the proposed rule amendments for licensure and registration. However, I wanted to submit input for the record.

I support the proposed revisions for requirements for licensure and registration. The changes proposed are essential to address the new format in place for licensure. Policies and procedures related to accreditation and criteria for evaluations and accreditation of schools of nursing are clearly stated and congruent with national standards. The evaluation criteria, at times, appear minimal. I believe we should require a doctorate degree of nursing education administrators; and, requiring just a graduate degree in nursing for faculty is nominal at best. I believe we have past the era when faculty degreed in other majors is acceptable practice.

Again, I reiterate my support for these rule changes and wish you well at the hearing.

Sincerely,

Mary Jo Butler

MJB/an

School of Nursing—Charleston Division

3110 MacCorkle Avenue Charleston WV 25304-1299 Telephone 304 347-1253

Equal Opportunity/Affirmative Action Institution