

## West Virginia University Airplane Reservation Form

1. General business purpose for trip: Meet with members of Bowling Green State University's senior administration, students and faculty; various WV business meetings in Columbus (below)
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Toledo, Columbus Int'l
4. Destination address: various in Toledo/Columbus

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	11/8/2017	MGW		Toledo
2	11/8/2017	Toldeo		CMH
3	11/9/2017	CMH		MGW
4				

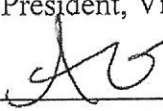
	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gordon Gee		WVU President	President's Office	President Gee will speak with members of the BGSU University Council and President's Cabinet (leaders of constituency groups and senior administrations). He will discuss educational outcomes of American colleges and universities with the BGSU Department of Higher Education and Student Affairs. This department works to create and affirm a culture that encourages personal development, academic and professional integrity, and social action. President Gee will also continue recruitment of two neurosurgeons to WVU as well as meet with a member of Ohio's House of Representatives to discuss potential collaborations between WV and OH as it relates to energy. He will also meet with various government officials in the OH governor's office regarding a regional higher education collaboration. He will also meet with Herb Asher, faculty member at OSU, regarding a book he is writing on E. Gordon Gee's leadership in higher education.	

5. Lead passenger name / cell number: Gee- on file
6. Ground transportation:
  - No ground transportation required.
  - I prefer to set up my own ground transportation.
  - I prefer to have LJ Aviation set up ground transportation. Details: \_\_\_\_\_
7. Catering:
  - No catering required.

Catering is required. Details: \_\_\_\_\_

8. Signature of WVU President, Vice President, Chancellor or designee:

X



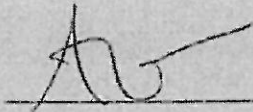
Printed: Amy Garbrick

Date:

11-7-17

For internal use:

9. Approved by WVU President's Office:



Date sent to LJ Aviation:

11-7-17

Printed name:      Amy Garbrick     

Updated: 12/29/2014