

## West Virginia University Airplane Reservation Form

1. General business purpose for trip: Education Advisory Board meeting
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): IAD
4. Destination address: IAD airport

Leg: Trip date: Departure City: Departure Time: Arrival City:

1	2/11/2019	MGW		IAD
2	2/12/2019	IAD		MGW
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gordon Gee		President	President's Office	Multi-purpose trip: President Gee will attend the Education Advisory Board meeting, multiple meetings with members of the congressional delegation and staff, speak at a reception hosted by WVU for WV delegation staffers as well as alums in the area. He will also attend a meeting with former US WV Senator Jay Rockefeller, who established what is now the Rockefeller Neurosciences Institute. Jeney and Corio will meet with US WV Senator Joe Manchin, at his request, for an update on the WVU/BSA partnership. They will also attend the WVU-hosted congressional reception.	4,6
2	Ali Jeney	leg only	Director of the WVU Science Adventure School	Academic Affairs		
3	Greg Corio	leg only	Assistant Dean for Strategic Youth Development	Academic Affairs		
4						
5						
6						
7						


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: 2.8.19

For internal use:

9. Approved by WVU President's Office: 

Date sent to LJ Aviation: 2.8.19

Printed name: Amy Garbrick

Updated: 12/29/2014

**West Virginia University Airplane Reservation Form**

1. General business purpose for trip: Attend and speak at public hearing re campus-carry legislation

2. Department contact/ phone number: Amy 3-8763

3. Destination airport (if known): Yeager Airport, Charleston, WV

4. Destination address:

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	2-11-19	MGW	12:00 noon	CRW
2	2-11-19	CRW	5:15pm	MGW
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Stanley Hileman		WVU BOG member, faculty representative	Academic Affairs	Attended public hearing at WV Legislature concerning Campus Carry legislation (HB 2519). Joyce McConnell, Stanley Hileman, WP Chedester, Isaac Obioma, and Abbigail Yachini addressed members of the legislature.	2
2	Phil Scott		WVU Police	Strategic Initiatives		
3	WP Chedester		Chief of Police	Strategic Initiatives		
4	Isaac Obioma		Student Body President	Academic Affairs		
5	Abbigail Yachini		Student Body Vice President	Academic Affairs		
6	Joyce McConnell		Provost and VP for Academic Affairs	Academic Affairs		
7						

5. Lead passenger name / cell number: Joyce McConnell – on file

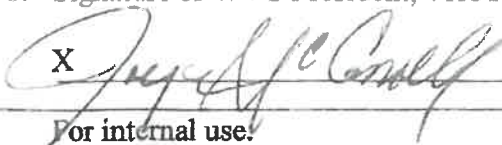
6. Ground transportation:

- 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:

 Printed: Joyce McConnell Date: Feb. 20, 2019

For internal use.

9. Approved by WVU President's Office:  Date sent to LJ Aviation: 2-10-19