

### West Virginia University Airplane Reservation Form

1. General business purpose for trip: Boy Scouts of America/ Summit Bechtel Reserve visit

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

3. Destination airport (if known): BKW

4. Destination address: BKW

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

1	7/26/2019	BKW		MGW
2	7/27/2019	MGW		BKW
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gordon Gee		President	President's Office	<p>Hosted by the Boy Scouts of America Office of Philanthropy, passengers will travel to the Summit Bechtel Reserve for the World Scout Jamboree for two days of tours, meetings, unveilings and dedications. WVU has a partnership with the BSA now offering 4-year degrees in Organizational Leadership and Adventure Recreation Management. These two degree programs are focused specifically on preparing students for a future in scouting and other youth development organizations. WVU also partners directly with the SBR with programs such as the Science Adventure School and Science Behind the Sport—a series of educational programs that demonstrate the fundamental principles in the context of adventure activities. The two days at the SBR are part of the 24th World Scout Jamboree. Passengers will engage at various events with WVU and BSA donors, students and potential students through various WVU recruiting efforts.</p>	3, 4, 5
2	David Alvarez		WVU BOG Chairman	President's Office		
3	Maryanne Reed		Provost and VP for Academic Affairs	Academic Affairs		
4	Clay Marsh		VP and Exec Dean/ WVU Health Sciences	HSC		
5	BJ Davisson		WVU Foundation Chief Development Officer	President's Office		
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.

X ☒ 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:

7.24.19

For internal use:

9. Approved by WVU President's Office:



Date sent to LJ Aviation:

7.24.19

Printed name: Amy Garbrick

Updated: 12/29/2014