

West Virginia University Airplane Reservation Form

1. General business purpose for trip: Attend WVU Focus Forward Symposium on Big Data
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	9-16-19	MGW	10:30am	Charleston, WV
2	9-16-19	CRW	5:45pm	Morgantown, WV
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Paul Kreider		Vice Provost	Academic Affairs	The West Virginia Public Education Collaborative, WV Forward and the Claude Worthington Benedum Foundation are hosting the second annual Focus Forward symposium. Building on last year's dynamic discussions that examined how artificial intelligence and machine learning will impact future jobs and required skills, this event will address how big data will continue to transform West Virginia's education system, the economy and workforce. The event is designed to share West Virginia's cutting-edge work of data analytics and security for key stakeholders in the state's education and policy community.	
2	Mark Gavin		Assoc. Prov, Budget & Finance	Academic Affairs		
3	Chaun Stores		Asst. VP, Decision Support & Analysis	Academic Affairs		
4	Greg Corio		Asst. Dean, Strat. Youth Dev. Initiatives	Academic Affairs		
5	Liz Reynolds		Assoc. VP, Planning & Treasury Options	Institutional Research		
6						
7						

5. Lead passenger name / cell number: Paul Kreider 

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 Maryanne Reed

Printed: Maryanne Reed

Date: 9/17/19

For internal use:

9. Approved by WVU President's Office:

Amy Garbrick

Date sent to LJ Aviation:

9/13/19

Printed name: Amy Garbrick

Updated: 12/29/2014