



MEMBER SMITH

Eticket: EPPYNL

Updated 11/20/09

Meeting Event Contacts:

Jeffrey Fitton Trustees Meeting Event Lead Phone: 401-598-4823 Mobile: Fax: 401-598-2880 jfitton@jwu.edu	Kathleen Harney University Events Phone: 401-598-4719 Mobile: Fax: 401-598-2880 kharny@jwu.edu	Jennifer Fustino University Events Phone: 401-598-4676 Mobile: Fax: 401-598-2880 jfustino@jwu.edu
--	---	--

Assistant Corporate Secretary:

(For meeting materials)

First Last Name	Mobile:
Phone:	Fax:
Email	

Hotel Accommodations:

The Renaissance Providence Hotel
5 Avenue of the Arts, Providence, RI 02903
Telephone: 401-276-0010
Fax: 401-276-0023
Confirmation No: 86850009
3 night stay

Sunday, December 6, 2009

10:00 a.m. Depart Charlotte on US Airways Flight 1588, Seat 16C (aisle)

12:05 p.m. Arrive PVD

**Ground transport provided by
ABC Transportation 800-454-1380
Confirmation No. 76616
Meet at bottom of escalator by baggage claim**

4:30 – 6:00 p.m.

Orientation Session
Hayden Room (Temple Level), Renaissance Providence Hotel
Participants*: Member Member Member

Facilitator: **Member Smith**

Presenters: University Senior Level Management Officials

Monday, December 7, 2009 (cont.)

2:15 – 4:15 p.m. Sub-Committee Meeting V
Board Room (Temple Level), Renaissance Providence Hotel
Participants: Chair Member
Member Member

Committee Liaison
Committee Secretary

Other Guests: University Senior Level Management Officials

4:30 – 6:30 p.m. Annual Meeting of the Board and Corporation
Symphony Ballroom A, Renaissance Providence Hotel

Participants: Member Member Member **Member Smith**

Other Guests: University Senior Level Management Officials

6:30 p.m. Reception & Dinner
Symphony Ballroom B, Renaissance Providence Hotel

Tuesday, December 8, 2009

7:30 – 8:30 a.m. Breakfast
Handel Room (Temple Level), Renaissance Providence Hotel

8:30 a.m.–12:00 p.m. Meeting of the Board
Hayden Room (Temple Level) Renaissance Providence Hotel

Participants: Member Member Member **Member Smith**

Other Guests: University Senior Level Management Officials

Distinguished Visiting Chef Program

12:15 p.m. Transport from Renaissance Providence Hotel to Center for Culinary Excellence, Harborside Campus
Hotel main entrance, Renaissance Providence Hotel

12:30 – 1:00 p.m. Distinguished Visiting Chef Reception
Center for Culinary Excellence, Harborside Campus
Member Member Member Member **Member Smith**

1:00 – 2:30 p.m. Distinguished Visiting Chef Luncheon
Center for Culinary Excellence, Harborside Campus

2:30 – 3:30 p.m. Tour of the Center for Culinary Excellence
Center for Culinary Excellence, Harborside Campus
Tour Guide: College of Culinary Arts, dean

4:30 p.m. Departure to hotel
From Harborside Campus

Tuesday, December 8, 2009 (cont.)

- 6:15 p.m.** **Depart for airport from hotel main entrance**
Ground transport provided by ABC Transportation 800-454-1380
Confirmation No. 76632
- 8:10 p.m.** **Depart Providence on US Airways flight 815, seat 12D (aisle)**
- 10:28 p.m.** **Arrive in Charlotte**



Staff Assignments

<u>Contacts:</u>	Hotel contact	Jeffrey Fitton	Kathleen Harney	Jennifer Fustino
	Title	Trustees Meeting Event Lead	University Events	University Events
	Phone:	Mobile:	Mobile:	Mobile:

Sunday, December 6, 2009

4:00 – 6:00 p.m. Orientation Session
Hayden Room (Temple Level), Renaissance Providence Hotel
Participants*: Member Member Member

Facilitator: Member Smith

Presenters: University Senior Level Management Officials

Room Setup:	board room w/ 8 chairs	UE Staff: Kathie
AV Needs:	none	Notes: place binders at each setting
Other items:		F & B: snack tray, assorted hot & cold beverages

4:30 – 6:00 p.m. Sub-Committee Meeting I
Board Room (Temple Level), Renaissance Providence Hotel
Participants: Member Member Member

Committee Liaison
Committee Secretary

Other Guests: University Senior Level Management Officials

Room Setup:	board room w/ 11 chairs	UE Staff: Jenny
AV Needs:	screen, projector, JWU laptop	Notes:
Other items:		F & B: snack tray, assorted hot & cold beverages

6:00 – 7:00 p.m. Reception and Dinner
Reception – Temple Lounge, Renaissance Providence Hotel

7:00 p.m. Dinner – 33rd Degree Room, Renaissance Providence Hotel

Room Setup:	5 rounds with 10 chairs each	UE Staff: Jeff
AV Needs:	none	Notes: place menu cards, distribute nametags
Other items:	coat check, gift table	F & B: app, entrée, dessert

Board Meeting
Attendance

Sal	First	Last	Guest Name	Phone	Email	Count	Sub-Comm I	Sub-Comm II	Sub-Comm III	Sub-Comm IV	Rec. / Dinner	Arrival Date	Flight Info	Ground Transport Confirmation #	Hotel Confirmation #	6-Jun	7-Jun	8-Jun	9-Jun	10-Jun	11-Jun	12-Jun	Departure Date	Flight Info	Ground Transport Confirmation #		
Dr.	Member	Member		401-222-3333	email@email.ec	1	1	1			1	Wednesday, June 7th	US Air Flight 269 Departing Providence at 6:30 am, Arriving Charlotte at 8:31 am Connecting to US Air Flight 121 Departing Charlotte at 9:35 am, Arriving Denver at 11:05 am	87569766	87569766			1	1	1	1		0	Sunday, June 11th	US Air Flight 6204 Departing Denver at 7:25 am, Arriving New York LGA at 12:58 pm Connecting to US Air Flight 4826 Departing New York LGA at 2:29 pm, Arriving at 3:34 pm	87569766	
Ms.	Member	Member		401-222-3333	email@email.ec	1					1	Thursday, June 8th	US Air Flight 877 Departing Providence at 8:00 am, Arriving Charlotte at 9:58 am Connecting to US Air Flight 1001 Departing Charlotte at 1:00 pm, Arriving Denver at 2:23 pm	80299837	80299837			1	1					Saturday, June 10th	US Air Flight 140 Departing Denver at 7:00 am, Arriving Philadelphia at 12:34 pm Connecting to US Air Flight 3396 Departing Philadelphia at 1:45 pm, Arriving Providence at 2:59 pm	80299837	
Dr.	Member	Member	Member	401-222-3333	email@email.ec	2	1	1	1	1	2	Wednesday, June 7th	US Air Flight 269 Departing Providence at 6:30 am, Arriving Charlotte at 8:31 am Connecting to US Air Flight 121 Departing Charlotte at 9:35 am, Arriving Denver at 11:05 am	87569779	87569779			1	1	1	1			Sunday, June 11th	US Air Flight 536 Departing Denver at 7:45 am, Arriving Pittsburgh at 12:43 pm Connecting to US Air Flight 3804 Departing Pittsburgh at 1:25 pm, Arriving Providence at 2:54 pm	87569779	
Dr.	Member	Member		401-222-3333	email@email.ec	1		1			1	Thursday, June 8th	Jet Blue Flight 491 Departing Boston at 9:40 pm, Arriving Denver at 11:59 pm	87569781	87569781				1	1				Saturday, June 10th	Jet Blue Flight xxxx Departing Denver at 10:25 am, Arriving Boston at 4:00 pm	87569781	
Dr.	Member	Member	Member	401-222-3333	email@email.ec	2		1			2	Wednesday, June 7th	US Air Flight 5083 Departing Providence at 12:11 pm, Arriving Charlotte at 2:20 pm Connecting to US Air Flight 129 Departing Charlotte at 5:20 pm, Arriving Denver at 6:43 pm	87569789	87569789			1	1	1	1	1		Monday, June 12th	US Air Flight 954 Departing Denver at 1:10 pm, Arriving Philadelphia at 6:44 pm Connecting to US Air Flight 601 Departing Philadelphia at 8:10 pm, Arriving Providence at 9:29 pm	87569789	
Dr.	Member	Member	Member	401-222-3333	email@email.ec	2			1		2	Thursday, June 8th	United Airlines Flight 457 Departing Boston at 4:27 pm, Arriving Denver at 6:53 pm	87569790	87569790									Sunday, June 11th	ON OWN Departing on June 19th	87569790	
Mr.	Member	Member		401-222-3333	email@email.ec	1			1	1	1	Thursday, June 8th	United Airlines Flight 267 Departing Boston at 11:20 am, Arriving Denver at 1:42 pm	87569762	87569762				1	1				Saturday, June 10th	United Airlines Flight 584 Departing Denver at 10:30 am, Arriving Boston at 4:19 pm	87569762	
Dr.	Member	Member		401-222-3333	email@email.ec	1				1	1	Thursday, June 8th	United Airlines Flight 2056 Departing Providence at 11:35 am, Arriving Philadelphia at 12:47 pm Connecting to United Airlines Flight 511 Departing Philadelphia at 2:25 pm, Arriving Denver at 4:28 pm	87569795	87569795				1	1	1	1		Saturday, June 10th	United Airlines Flight 248 Departing Denver at 2:43 pm, Arriving Chicago at 6:10 pm Connecting to United Airlines Flight 418 Departing Chicago at 7:00 pm, Arriving Providence at 10:23 pm	87569795	
Ms.	Member	Member		401-222-3333	email@email.ec	1					1	Thursday, June 8th	US Air Flight 527 Departing Providence at 11:35 pm, Arriving Philadelphia at 12:47 pm Connecting to US Air Flight 6129 Departing Philadelphia at 2:24 pm, Arriving Denver at 4:27 pm	87569796	87569796				1	1				Saturday, June 10th	US Air Flight 536 Departing Denver at 7:45 am, Arriving Pittsburgh at 12:43 pm Connecting to US Air Flight 3804 Departing Pittsburgh at 1:25 pm, Arriving Providence at 2:54 pm	87569796	
Dr.	Member	Member		401-222-3333	email@email.ec	1	1				1	Thursday, June 8th	American Airlines Flight 2154 Departing Dallas/Fort Worth at 3:25 on, Arriving Denver at 4:22 pm	87569798	87569798				1	1				Sunday, June 11th	American Airlines Flight 1906 Departing Denver at 10:37 am, Arriving Dallas/Ft. Worth at 1:28 pm	87569798	
Dr.	Member	Member		401-222-3333	email@email.ec	1			1		1	Thursday, June 8th	United Airlines Flight 435 Departing New York LaGuardia at 2:00 pm, Arriving Denver at 4:15 pm	87569802	87569802				1	1	1			Saturday, June 10th	United Airlines Flight 1420 Departing Denver at 8:31 am, Arriving Orlando at 2:00 pm	87569802	
Mr.	Member	Member		401-222-3333	email@email.ec	1			1		1	Thursday, June 8th	US Air Flight 527 Departing Providence at 11:35 pm, Arriving Philadelphia at 12:47 pm Connecting to US Air Flight 6129 Departing Philadelphia at 2:24 pm, Arriving Denver at 4:27 pm	87569808	87569808				1	1				Saturday, June 10th	US Air Flight 536 Departing Denver at 7:45 am, Arriving Pittsburgh at 12:43 pm Connecting to US Air Flight 3804 Departing Pittsburgh at 1:25 pm, Arriving Providence at 2:54 pm	87569808	
Mrs.	Member	Member		401-222-3333	email@email.ec	1					1	Tuesday, June 6th	US Air Flight 269 Departing Providence at 6:30 am, Arriving Charlotte at 8:31 am Connecting to US Air Flight 121 Departing Charlotte at 9:35 am, Arriving Denver at 11:05 am	87569817	87569817				1	1				Sunday, June 11th	US Air Flight 140 Departing Denver at 7:00 am, Arriving Philadelphia at 12:34 pm Connecting to US Air Flight 194 Departing Philadelphia at 1:45 pm, Arriving Providence at 2:59 pm	87569817	
						16	3	4	5	4	16							0	3	13	13	6	2	0			
															BLOCK	5	9	28	28	16	5	0					

*Trustees Meeting
Denver, Colorado
June 6 - 12, 2006
ROOMING LIST*

<i>Sal</i>	<i>First</i>	<i>Last</i>	<i>Count</i>	<i>Arrival Date</i>	<i>6-Jun</i>	<i>7-Jun</i>	<i>8-Jun</i>	<i>9-Jun</i>	<i>10-Jun</i>	<i>11-Jun</i>	<i>12-Jun</i>	<i>Departure Date</i>	<i>Notes</i>	<i>Confirmation #</i>
Dr.	Barbara	Bennett	1	Wednesday, June 7th		1	1	1	1			Sunday, June 11th		87569766
Ms.	Marie	Bernardo	1	Thursday, June 8th			1	1				Saturday, June 10th		80299837
Dr.	John J.	Bowen '77	2	Wednesday, June 7th		1	1	1	1			Sunday, June 11th	1 Bedroom Suite	87569779
Dr.	Charles	Cook	1	Thursday, June 8th			1	1				Saturday, June 10th		87569781
Dr.	Louis	D'Amico	2	Wednesday, June 7th		1	1	1	1	1		Monday, June 12th		87569789
Dr.	Christopher T.	Del Sesto	2	Thursday, June 8th			1	1	1			Sunday, June 11th		87569790
Mr.	Tom L.G.	Dwyer	1	Thursday, June 8th			1	1				Saturday, June 10th		87569762
Dr.	David	Friedman	2	Thursday, June 8th			1	1	1	1		Monday, June 12th		87569795
Dr.	Dana	Gaebe	1	Thursday, June 8th			1	1				Saturday, June 10th		87569796
Ms.	Emily	Gilcreast	1				1	1						87569798
Dr.	Abraham	Goldfarb	1	Thursday, June 8th			1	1	1			Sunday, June 11th		87569802
Dr.	Edward P.	Grace	1	Thursday, June 8th			1	1				Saturday, June 10th		87569808
Mr.	Johan	Grahn	1	Thursday, June 8th			1	1				Saturday, June 10th		87569817
Mrs.	Gloria	Hill	1	Tuesday, June 6th	1	1	1	1	1			Monday, June 12th		87569822
Dr.	Don W.	Hubble	2	Thursday, June 8th			1	1	1			Sunday, June 11th		87569823
Dr.	Scott K.	Keefer	2	Tuesday, June 6th	1	1	1	1	1			Sunday, June 11th		87569827
Dr.	Richard	Kosh	1	Thursday, June 8th			1	1	1			Sunday, June 11th		87569831
Ms.	Lynne	Martel	1	Thursday, June 8th			1					Friday, June 11th		87569832
Mr.	William	McArdle	1	Thursday, June 8th			1	1				Saturday, June 10th		87569836
Ms.	Patricia	McLaughlin	1	Wednesday, June 7th		1	1	1	1			Sunday, June 11th		87569893
Mrs.	Sylvia	Robinson	2	Thursday, June 8th			1	1	1			Sunday, June 11th		87569892

*Trustees Meeting
Denver, Colorado
June 6 - 12, 2006
ROOMING LIST*

Dr.	Patricia	Roche	2	Wednesday, June 7th		1	1	1	1	1		Monday, June 12th		87569846
Ms.	Veera	Sarawgi	1	Thursday, June 8th			1	1				Saturday, June 10th		87569848
Dr.	Merrill	Sherman	1	Thursday, June 8th			1	1	1			Sunday, June 11th		87569852
Dr.	Guy	Snowden	1	Thursday, June 8th			1	1				Saturday, June 10th		87569859
Dr.	William	Tiefel	1	Thursday, June 8th			1	1				Saturday, June 10th		87569859
Dr.	Robert	Tingle '50	2	Tuesday, June 6th	1	1	1	1	1			Sunday, June 11th		87569866
Dr.	Terry	Vince	2	Wednesday, June 7th		1	1					Friday, June 9th		87569871
Ms.	Lani	Wild	1	Tuesday, June 6th	1	1	1	1	1	1		Monday, June 12th	attached room	87569876
Mr.	Tony	Wilson	1	Thursday, June 8th			1					Friday, June 11th		87569877
Dr.	John A.	Yena	2	Wednesday, June 7th		1	1	1	1			Sunday, June 11th	Presidential Suite	87569884
			42	TOTAL ROOMS	4	11	31	28	17	4	0			
				CONTRACTED ROOMS	2	7	33	33	25	12	6			
				DIFFERENCE	-2	-4	2	5	8	8	6			