

<b>Tuesday November 6, 2018</b>  <b>Year 3 Business Meeting</b>  <b>ERAU - Jack Hunt Student Union Lower Hangar, 3700 Willow Creek Rd, Prescott, AZ 86301</b>	
<b>7:30 – 8:45 AM</b>	<b>Complimentary Breakfast</b> <i>Included in hotel room rate – Springhill Suites Marriott</i> <i>Shuttle service starts at 8:15AM</i>
<b>9:00 – 10:15 AM</b>	<b>INTRODUCTION AND OPENING REMARKS</b> Sid McGuirk, ERAU – Martha Banz, OU – Lisa Haggard, WSU – Abigail Smith, FAA <ul style="list-style-type: none"> <li>➤ Continuing though Phase 1 (years 3-5)               <ul style="list-style-type: none"> <li>• Strategic planning</li> <li>• Goals</li> <li>• Milestones</li> <li>• AJI 2 Sponsor Update</li> </ul> </li> </ul>
<b>10:15 AM</b>	<b>BREAK</b>
<b>10:30 – 11:00 AM</b>	<b>Task Force Overview</b> <ul style="list-style-type: none"> <li>• Task Force Discussions (<i>goals and responsibilities</i>)</li> </ul>
<b>11:00 – 12:00 PM</b>	<b>Proposal Process and Expertise Information</b> <ul style="list-style-type: none"> <li>• Ensuring Transparency</li> <li>• Best practices to Encourage Collaboration and Teaming</li> <li>• External and Internal Funding with the Grant and IDIQ</li> </ul>
<b>12:00 – 1:00 PM</b>	<b>LUNCH - Provided</b>
<b>1:00 – 3:00 PM</b>	<b>Task Force Breakout Sessions</b> <ul style="list-style-type: none"> <li>• Main Room</li> <li>• King Engineering Building (Bldg. 72), Room 103</li> <li>• Academic Complex I (Bldg. 74), Room 247</li> </ul>
<b>3:00 PM</b>	<b>BREAK</b> - <i>groups to gather in main area</i>
<b>3:30 – 4:00 PM</b>	Final Comments and Adjourn – <i>shuttle departs to hotel starting at 4PM</i>
<b>6:00 – 8:00 PM</b>	<b>Social Event / Reception and Group Photo</b> <i>shuttle service starts at 5:30PM at the hotel</i>

**Wednesday  
November 7, 2018**

**Year 3 Business Meeting**

**ERAU - Jack Hunt Student Union Lower Hangar, 3700 Willow Creek Rd,  
Prescott, AZ 86301**

<b>7:30 – 8:45 AM</b>	<b>Complimentary Breakfast</b> <i>Included in hotel room rate – Springhill Suites Marriott Shuttle service starts at 8:15AM</i>
<b>9:00 – 10:15 AM</b>	<b>INTRODUCTION AND OPENING REMARKS</b> Sid McGuirk, ERAU - Dr. Martha Banz, OU <ul style="list-style-type: none"><li>• Welcome</li><li>• Task Force Debriefings</li></ul>
<b>10:15 AM</b>	<b>BREAK</b>
<b>10:30 – 12:00 PM</b>	<b>Management Plan and Bylaws Updates</b> <ul style="list-style-type: none"><li>• Elect New Representatives</li><li>• Challenges/Achievements from Core Members</li><li>• Affiliate Engagement</li><li>• Committees for University Engagement</li><li>• Student Engagement Plan</li></ul>
<b>12:00 – 1:00 PM</b>	<b>LUNCH - Provided</b>
<b>1:00 – 2:00 PM</b>	Open time for meetings, Adjourn – <i>shuttle departs to hotel starting at 2PM</i>
<b>2:00 – 4:00 PM</b>	<b>Tour of the Planetarium and Crash Lab (optional)</b>



**COE TTHP**

## General Info

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The business meeting on November 6th and 7th will take place in the Jack Hunt Student Union Lower Hangar, 3700 Willow Creek Road, Prescott, AZ 86301, located on the ERAU-Prescott Campus. Shuttle service will be provided to transport attendees to and from the hotel and ERAU. If you prefer to drive, visitor parking is available near the meeting location on campus. You do not need a permit to park during the scheduled meeting.

The average temperatures in November for Prescott, AZ are in the high 60's and evening lows in the mid 30's. Business casual attire is the dress for the Y3M1.

Uber is available in Prescott.

Registration Link: <https://coetthpbus3.eventbrite.com>

## Group Hotel

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The preferred hotel is the Springhill Suites Marriott located at [200 E Sheldon St, Prescott, AZ 86301](#). The room rate is a special rate offered to ERAU visitors for hosted meetings. The rate includes breakfast and WiFi.

Room Rate: \$95.00 + tax per single room. The room expires on October 10<sup>th</sup>.

[Springhill Suite Marriott](#)

Phone: 928-776-0998

Please note the Springhill Suites Marriott has extended the group rate for November 3<sup>rd</sup> to the 9<sup>th</sup> should you wish to plan other activities while visiting Prescott, AZ.

## Area Airports

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### Prescott, AZ

United Airlines provides flights to Prescott beginning August 29<sup>th</sup>. Please visit the United Airlines website for more information.

### From Phoenix

1. Go north on Interstate 17 to Highway 69 (Exit 262). (62 miles)
2. Go northwest on Highway 69 to Fain Road. (28 miles)
3. Go northeast on Fain Road to intersection with Highway 89A.  
Continue going straight, you will merge onto Highway 89A. (5 miles)
4. Continue on Highway 89A (Pioneer Parkway) to Willow Creek Rd.
5. At the intersection of Willow Creek and Pioneer Parkway turn left (south). (1 mile)
6. Pass the first entrance to Embry-Riddle and proceed to Dan Carrell Drive. Turn right and follow the signs to the visitor's center.

*Total Distance: 98 miles*

*Estimated Total Time: 2 hours, 13 minutes*

## **Shuttle Service – Phoenix to Prescott, AZ**

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<https://www.rome2rio.com/s/Embry-Riddle-Aeronautical-University-AZ-USA/Phoenix-Sky-Harbor-Airport-AZ>

## **Driving Directions and Campus Map**

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*See Attached Instructions –*

PARKING – Visitor parking is available near the meeting location on campus. You do not need a permit to park during the scheduled meeting. Make sure you park in designated parking areas.

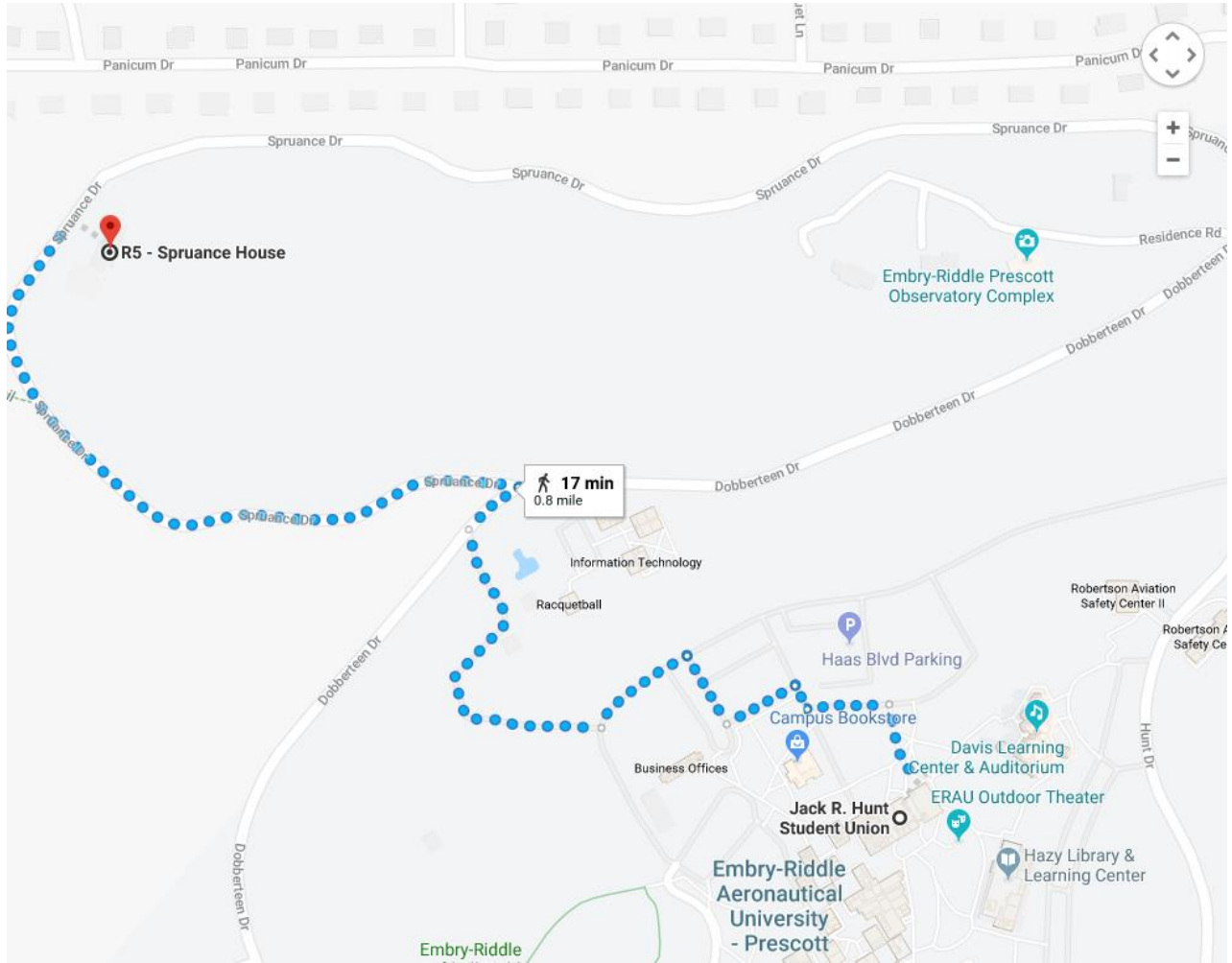
## **Tuesday Evening Reception Directions and Map**

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The Evening Reception location is the Spruance House on the ERAU Campus. The shuttle service will be available from the main parking area on campus up to the Spruance House for the reception. The shuttle service will also return guests back the hotel.

<https://goo.gl/maps/RXnCvZrPqu82>

**Map**



### Driving Directions from Hotel to ERAU

# Driving Directions



## Starting Location

### SpringHill Suites Prescott

200 East Sheldon Street  
Prescott, Arizona 86301 USA  
Phone +1 928-776-0998

## Ending Location

3700 Willow Creek Road,  
Prescott, AZ, USA

## Directions

**ATTENTION:** We do our best to present accurate driving directions, generated from the most current mapping services available. However, new road construction and highway modifications may result in some discrepancies.

Thank you for choosing Marriott. We look forward to seeing you soon.

**Estimated Travel Time: 7.5 mi. About 16 mins**



**201 AZ-89, Prescott, AZ 86301, USA**

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|--|--------|
| 1. Head west on E Sheldon St toward N Marina St  | 0.2 mi |
| 2. Turn right onto N Montezuma St                | 0.8 mi |
| 3. Continue onto Whipple St                      | 0.7 mi |
| 4. Turn right onto Willow Creek Rd               | 5.3 mi |
| 5. Turn left onto Haas Blvd                      | 0.5 mi |
| 6. Turn right<br>Destination will be on the left | 492 ft |
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**3700 Willow Creek Rd, Prescott, AZ 86301, USA**

Map data ©2018 Google