



Travel, Hospitality and Working Session Expense Report

Bill Flanagan, President and Vice-Chancellor

For the period July 2022 to September 2022

Overview

The University of Alberta is accountable for the prudent and effective stewardship of University funds and is committed to providing transparency by reporting travel, hospitality and working session expenses incurred by members of its senior executive team on a quarterly basis.

Travel Expenses			
Item #	Date	Description	Amount
1	March 17-23, 2022	Calgary, AB: COPPOA Retreat and alumni event	\$266.23
2	April 18-23, 2022	London, UK: Alumni Event and Meetings	\$202.16
3	May 4-5, 2022	Calgary, AB: Quaecumque Vera Honour Society (QVHS) Donor event	\$744.27
4	May 14-28, 2022	Toronto, ON, Ottawa, ON, Switzerland, Germany: WUN Conference and partner meetings	\$4,432.37
5	25-Jun-22	Mattheis Ranch, AB: Donor Stewardship and learning about the ranch and its operations	\$457.91
6	July 24-25, 2022	Calgary, AB: Pacific Northwest Economic Region Annual Summit	\$963.35
7	October 10-12, 2022	New York, NY: Times Higher Education (THE) World Academic Summit	\$2,078.40

\$9,144.69

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	April 4-5, 2022	President's Executive Committee Retreat	\$44.50
2	June 10, 2022	Dinner with Alumnus/Donor	\$1,088.67
3	June 27-28, 2022	President's Executive Committee Retreat	\$375.09

\$1,508.26

Hospitality / Working Session Expense – Item #1			
For	Bill Flanagan, President and Vice-Chancellor		
Description /Purpose	President's Executive Committee retreat		
Date	April 4-5, 2022		
Location	The Parlour Italian Kitchen		
Type of Expense	Meals	Other ²	Total
Amount	\$267.02	\$0.00	\$267.02
Notes	11 Attendees including Provost and 4 VPs - expense split Meal in addition to expenses reported in Q1		

Split
between: Bill Flanagan
Steven Dew - Provost
Andrew Sharman - VP F&O
Todd Gilchrist - VP USF
Elan McDonald - VP ER
Aminah Robinson - VP RI

Type of Expense	Meals	Other ²	Total
Amount	\$44.50	\$0.00	\$44.50

Hospitality / Working Session Expense – Item #3			
For	Bill Flanagan, President and Vice-Chancellor		
Description /Purpose	President's Executive Committee retreat		
Date	June 27-28, 2022		
Location	U of A Botanic Gardens		
Type of Expense	Meals	Other ²	Total
Amount	\$2,250.53	\$0.00	\$2,250.53
Notes	11 Attendees including Provost and 4 VPs - expense split Meals in addition to expenses reported in Q1		

Bill Flanagan
Verna Yiu - Provost
Andrew Sharman - VP F&O
Todd Gilchrist - VP USF
Elan McDonald - VP ER
Aminah Robinson - VP RI

Type of Expense	Meals	Other ²	Total
Amount	\$375.09	\$0.00	\$375.09