



## Travel, Hospitality and Working Session Expense Report

Kate Chisholm, Chair, Board of Governors

For the period January 1, 2020 to March 31, 2020

### 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	October 28, 2019	Edmonton, AB: Meeting with the Post Doctoral Fellows Association President and a Board Member	\$7.00
2	October 29, 2019	Edmonton, AB: Meeting with the Graduate Students' Association President and a Board Member	\$7.00
3	November 1, 2019	Calgary, AB: Advanced Education Minister Meeting with Board Chairs of Publicly-Funded Post-Secondary Institutions	\$324.25

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
4	October 22, 2019	Working Session: Lunch Meeting with President, University of Alberta (2 attendees)	\$65.15

**Detail for Travel Expenses**

Travel Expense – Item # 1						
For	Kate Chisholm, Chair, Board of Governors					
Description/Purpose	Meeting with the Post Doctoral Fellows Association President and a Board Member					
Date	October 28, 2019					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other <sup>1</sup>	Total
Amount					\$7.00	\$7.00
Notes	<b>Other <sup>1</sup></b> : Parking at Impark Lot					

Travel Expense – Item # 2						
For	Kate Chisholm, Chair, Board of Governors					
Description/Purpose	Meeting with the Graduate Students' Association President and a Board Member					
Date	October 29, 2019					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other <sup>1</sup>	Total
Amount					\$7.00	\$7.00
Notes	<b>Other <sup>1</sup></b> : Parking at Impark Lot					

Travel Expense – Item # 3						
For	Kate Chisholm, Chair, Board of Governors					
Description/Purpose	Advanced Education Minister Meeting with Board Chairs of Publicly-Funded Post-Secondary Institutions					
Date	November 1, 2019					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other <sup>1</sup>	Total
Amount					\$324.25	\$324.25
Notes	<b>Other <sup>1</sup></b> : Parking at the McDougall Centre (\$26.25) as well kilometres travelled (Edmonton -Calgary, return = 596 km) - (\$298.00), for a total of \$324.25					

<sup>1</sup> Other travel expense includes incidentals such as conference registration, parking, telephone/internet charges, travel insurance, baggage or seat selection fees, travel visa, vaccinations

**Detail for Hospitality and Working Session Expenses**

<b>Hospitality / Working Session Expense – Item # 4</b>			
For	Kate Chisholm, Chair, Board of Governors		
Description/Purpose	Working Session: Lunch meeting with President, University of Alberta		
Date	October 22, 2019		
Location	Buco Pizzeria, Edmonton, Alberta		
Type of Expense	<b>Meals</b>	<b>Other<sup>2</sup></b>	<b>Total</b>
Amount	\$65.15		\$65.15
Notes	<b>2 attendees</b>		

<sup>2</sup> Other hospitality expenses include accommodation, transportation and other amenities provided in connection with the event. Other working session expenses include parking and miscellaneous expenses incidental to the event.