

Travel, Hospitality and Working Session Expense Report

Matthias Ruth, Vice-President (Research)

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 | November 4-9, 2019 | Aachen and Berlin, Germany: Helmholtz Horizons Symposium, Falling Walls Conference and meetings with government officials and universities | \$626.89 |
| 2 | November 21-24, 2019 | Ottawa, ON: Royal Society of Canada Celebration of Excellence and Engagement | \$836.52 |
| 3 | December 1-4, 2019 | London, UK: Worldwide Universities Network (WUN) Conference Academic Advisory Group Meeting | \$1,911.47 |
| 4 | January 19-20, 2020 | Ottawa, ON: Innovation, Science and Economic Development Canada and Universities working group meeting | \$594.88 |
| 5 | January 28-29, 2020 | Ottawa, ON: Establishing "Neutrons Canada" meeting | \$1,371.95 |
| 6 | March 4-6, 2020 | Victoria, BC: The annual meeting of the Western Vice-Presidents Academic and Vice-Presidents Research | \$2,132.54 |
| Hospitality and Working Session Expenses | | | |
| Item # | Date | Description | Amount |
| 7 | December 18, 2019 | Lunch with Wayne Karpoff, Board Chair of TEC Edmonton (3 attendees) | \$95.86 |
| 8 | January 17, 2020 | Lunch with Roger Epp, former Board Chair for the Canadian Ice Core Lab (2 attendees) | \$67.85 |
| 9 | February 5, 2020 | Lunch with Dr. Ted Hewitt, President of the Social Sciences and Humanities Research Council (SSHRC) (7 attendees) | \$273.46 |

Detail for Travel Expenses

| Travel Expense – Item # 1 | | | | | | |
|---------------------------|----------------------------------------------------------------------------------------------------------------|-----------------|-------|----------|--------------------|----------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | | | | |
| Description/Purpose | Helmholtz Horizons Symposium, Falling Walls Conference and meetings with government officials and universities | | | | | |
| Date | November 4 - November 9, 2019 | | | | | |
| Location | Aachen and Berlin, Germany | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | | \$236.89 | | \$390.00 | | \$626.89 |
| Notes | Total cost of trip = \$9760.02 | | | | | |

| Travel Expense – Item # 2 | | | | | | |
|---------------------------|------------------------------------------------------------------|-----------------|----------|----------|--------------------|----------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | | | | |
| Description/Purpose | Royal Society of Canada Celebration of Excellence and Engagement | | | | | |
| Date | November 21 - November 24, 2019 | | | | | |
| Location | Ottawa, ON | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | \$767.62 | | -\$86.00 | \$154.90 | | \$836.52 |
| Notes | Hotel = Refund Total cost of trip = \$1984.79 | | | | | |

| Travel Expense – Item # 3 | | | | | | |
|---------------------------|---------------------------------------------------------------------------------|-----------------|----------|----------|--------------------|------------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | | | | |
| Description/Purpose | Worldwide Universities Network (WUN) Conference Academic Advisory Group Meeting | | | | | |
| Date | December 1 - December 4, 2019 | | | | | |
| Location | London, UK | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | \$635.07 | \$108.49 | \$992.91 | \$175.00 | | \$1,911.47 |
| Notes | Hotel = 3 nights Total cost of trip = \$1,925.92 | | | | | |

| Travel Expense – Item # 4 | | | | | | |
|---------------------------|--------------------------------------------------------------------------------------------|-----------------|----------|----------|--------------------|----------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | | | | |
| Description/Purpose | Innovation, Science and Economic Development Canada and Universities working group meeting | | | | | |
| Date | January 19 - January 20, 2020 | | | | | |
| Location | Ottawa, ON | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | \$132.14 | \$171.82 | \$169.91 | \$121.01 | | \$594.88 |
| Notes | Hotel = 1 night Total cost of trip = \$594.88 | | | | | |

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

| Travel Expense – Item # 5 | | | | | | |
|---------------------------|-----------------------------------------------------------------|-----------------|----------|---------|--------------------|------------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | | | | |
| Description/Purpose | Establishing "Neutrons Canada" meeting | | | | | |
| Date | January 28 - January 29, 2020 | | | | | |
| Location | Ottawa, ON | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | \$957.67 | \$109.91 | \$226.93 | \$77.44 | | \$1,371.95 |
| Notes | Hotel = 1 night Total cost of trip = \$1371.95 | | | | | |

| Travel Expense – Item # 6 | | | | | | |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------|-----------------|----------|----------|--------------------|------------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | | | | |
| Description/Purpose | The annual meeting of the Western Vice-Presidents Academic and Vice-Presidents Research | | | | | |
| Date | March 4 - March 6, 2020 | | | | | |
| Location | Victoria, BC | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | \$457.01 | \$264.40 | \$506.13 | \$105.00 | \$800.00 | \$2,132.54 |
| Notes | Hotel = 3 nights Other ¹ = Conference registration Total cost of trip = \$1362.54 | | | | | |

¹ 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

| Hospitality / Working Session Expense – Item #7 | | | |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------|
| For | Matthias Ruth, Vice-President (Research & Innovation) | | |
| Description/Purpose | Hospitality: Lunch with Wayne Karpoff, Board Chair of TEC Edmonton | | |
| Date | December 18, 2019 | | |
| Location | University Club, Edmonton | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$95.86 | | \$95.86 |
| Notes | 3 attendees | | |
| Hospitality / Working Session Expense – Item #8 | | | |
| For | Matthias Ruth, Vice-President (Research & Innovation) | | |
| Description/Purpose | Working Session: Lunch meeting with Roger Epp, former Board Chair for the Canadian Ice Core Lab | | |
| Date | January 17, 2020 | | |
| Location | University Club, Edmonton | | |
| Type of Expense | | Other² | Total |
| Amount | \$67.85 | | \$67.85 |
| Notes | 2 attendees | | |
| Hospitality / Working Session Expense – Item #9 | | | |
| For | Matthias Ruth, Vice-President (Research & Innovation) | | |
| Description/Purpose | Hospitality: Lunch meeting with Dr. Ted Hewitt, President of the Social Sciences and Humanities Research Council (SSHRC) | | |
| Date | February 5, 2020 | | |
| Location | Vintage Fork, Edmonton | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$273.46 | | \$273.46 |
| Notes | 7 attendees | | |

² 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.