



UNIVERSITY OF ALBERTA

Travel, Hospitality and Working Session Expense Report

Bill Flanagan, President and Vice-Chancellor

For the period January 2023 to March 2023

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	July 8, 2022	Calgary, AB: Calgary Stampede	\$ 949.97
2	July 21, 2022	Toronto, ON: Celebrate Together Event	\$ 924.58
3	July 24-25, 2022	Calgary, AB: Pacific Northwest Economic Region Annual Summit	\$ 64.04
4	August 15, 2022	Toronto, ON: U15 Meetings	\$ 1,117.19
5	August 22-25, 2022	Ottawa, ON and Toronto ON: Government meetings and U15 meetings	\$ 559.14
6	September 25-26, 2022	Calgary, AB: Grand opening of Infosys	\$ 199.86
7	October 4-12, 2022	Calgary, AB and New York, NY: Donor meetings, Alumni events, Times Higher Education World Academic Summit	\$ 4,466.39
8	October 23-30, 2022	Ottawa, ON and Toronto ON: Government meetings and U15 meetings	\$ 3,962.64
9	November 12-20, 2022	Sharm El-Sheikh, Egypt: COP27 (27th Conference of the Parties of the United Nations Climate Change Conference) and meetings with international partners	\$ 18,815.09
10	December 1-2, 2022	Calgary, AB: Advancement meetings	\$ 501.30
11	December 3-8, 2022	Ottawa, ON: Government meetings	\$ 1,219.24
Total			\$ 32,779.44

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	August 29, 2022	Dinner with Donors, Dean of Medicine and Dentistry and Interim Provost	\$ 458.88
2	August 31, 2022	Dinner with Managing Principal & CEO of Nous Group	\$ 400.79
3	September 9, 2022	Dinner with CEO of Amii and COO of Sandesk	\$ 116.17
4	September 27, 2022	Dinner with Honorary Degree recipient	\$ 116.17
5	October 14, 2022	Dinner with Principal of Nous Group	\$ 173.60
6	December 9, 2022	Holiday Dinner with President's Executive Committee	\$ 2,468.06
7	February 16, 2023	Dinner with Donors	\$ 162.64
8	March 11, 2023	Dinner with Alumni	\$ 264.29
Total			\$ 4,160.60

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Calgary Stampede					
Date	July 8, 2022					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$529.15	\$288.83	\$131.99	\$0.00	\$0.00	\$949.97
Notes	One night in hotel, ground transportation to and from airport, hotel and event					

Travel Expense – Item # 2						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Celebrate Together event					
Date	July 21, 2022					
Location	Toronto, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$816.03	\$108.55	\$0.00	\$0.00	\$0.00	\$924.58
Notes	Ground transportation to and from airport and meetings					

Travel Expense – Item # 3						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Pacific Northwest Economic Region Annual Summit					
Date	July 24-25, 2022					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$64.04	\$0.00	\$0.00	\$0.00	\$64.04
Notes	Ground transportation Other expenses disclosed in quarter two					

Travel Expense – Item # 4						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	U15 Meetings					
Date	August 15, 2022					
Location	Toronto, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$1,007.75	\$109.44	\$0.00	\$0.00	\$0.00	\$1,117.19
Notes	Ground transportation to and from airport and meetings					

Travel Expense – Item # 5						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Government meetings and U15 meetings					
Date	August 22-25, 2022					

Location	Ottawa, ON, and Toronto, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$559.14	\$0.00	\$0.00	\$0.00	\$0.00	\$559.14
Notes	Other expenses disclosed in quarter three					

Travel Expense – Item # 6						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Grand opening of Infosys					
Date	September 25-26, 2022					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$199.86	\$0.00	\$0.00	\$0.00	\$199.86
Notes	Other expenses disclosed in quarter three					

Travel Expense – Item # 7						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Donor meetings, Alumni events and Times Higher Education World Academic Summit					
Date	Oct 4-12, 2022					
Location	Calgary, AB, and New York, NY					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$256.72	\$440.16	\$3,631.13	\$138.38	\$0.00	\$4,466.39
Notes	Eight nights in hotel; ground transportation to and from airport, hotel and events Other expenses disclosed in quarters two and three					

Travel Expense – Item # 8						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	U15 Meetings and Government Meetings					
Date	October 23-30, 2022					
Location	Ottawa, ON, and Toronto, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$2,062.75	\$398.04	\$1,501.85	\$0.00	\$0.00	\$3,962.64
Notes	Three nights accommodation in Ottawa; ground transportation to and from airport, hotel and meetings.					

Travel Expense – Item # 9						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	COP27 (27th Conference of the Parties of the United Nations Climate Change Conference) and meetings with international partners					
Date	November 12-20, 2022					
Location	Sharm El-Sheikh, Egypt					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$9,933.96	\$319.05	\$7,880.43	\$0.00	\$681.65	\$18,815.09
Notes	Eight nights accommodation; ground transportation to and from airport					

Travel Expense – Item # 10						
For	Bill Flanagan, President and Vice-Chancellor					

Description/Purpose	Advancement meetings					
Date	December 1-2, 2022					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$501.30	\$0.00	\$0.00	\$0.00	\$0.00	\$501.30
Notes	Other expenses to be disclosed in a future quarter.					

Travel Expense – Item # 11						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Government meetings					
Date	December 3-8, 2022					
Location	Ottawa, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$1,219.24	\$0.00	\$0.00	\$0.00	\$0.00	\$1,219.24
Notes	Other expenses to be disclosed in a future quarter.					

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 #1			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Donors, Dean of Medicine and Dentistry and Interim Provost		
Date	August 29, 2022		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$174.26	\$284.62	\$458.88
Notes	6 Attendees Hosting services		

Hospitality / Working Session Expense – Item #2			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Managing Principal & CEO of Nous Group		
Date	August 31, 2022		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$116.17	\$284.62	\$400.79
Notes	4 Attendees Hosting services		

Hospitality / Working Session Expense – Item #3			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with CEO of Amii and COO of Sandesk		
Date	September 9, 2022		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$116.17		\$116.17
Notes	4 Attendees		

Hospitality / Working Session Expense – Item #4			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Honorary Degree recipient		
Date	September 27, 2022		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$116.17		\$116.17
Notes	Self-catered meal for 4 people Other expenses disclosed in quarter three		

Hospitality / Working Session Expense – Item #5	
For	Bill Flanagan, President and Vice-Chancellor
Description/Purpose	Dinner with Principal of Nous Group

Date	October 14, 2022		
Location	Range RD		
Type of Expense	Meals	Other2	Total
Amount	\$173.60	\$0.00	\$173.60
Notes	2 Attendees		

Hospitality / Working Session Expense – Item #6			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Holiday Dinner with President's Executive Committee		
Date	December 9, 2022		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$2,305.42	\$162.64	\$2,468.06
Notes	Catered meal for 14 guests		

Hospitality / Working Session Expense – Item #7			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Donors		
Date	February 16, 2023		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$0.00	\$162.64	\$162.64
Notes	Other expenses to be disclosed in a future quarter.		

² Other hospitality

Hospitality / Working Session Expense – Item #8			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Alumni		
Date	March 12, 2023		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$0.00	\$264.29	\$264.29
Notes	Other expenses to be disclosed in a future quarter.		

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.