



Travel, Hospitality and Working Session Expense Report

Verna Yiu, Provost and Vice President (Academic)

For the period October 2022 to December 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 | September 1-2, 2022 | Camrose, AB: Executive Board Retreat | \$302.62 |

| Hospitality and Working Session Expenses | | | |
|--|--------------------|--|----------|
| Item # | Date | Description | Amount |
| 1 | August 11, 2022 | Lunch with candidate for Vice-Provost of Equity, Diversity and Inclusion | \$48.63 |
| 2 | August 31, 2022 | Lunch with Vice-President and Chief Medical Officer at Alberta Health Services | \$52.51 |
| 3 | September 13, 2022 | Lunch with Dean of Campus Saint-Jean | \$48.59 |
| 4 | September 14, 2022 | Lunch with new Associate Vice-President, Online and Continuing Education | \$145.76 |
| 5 | September 21, 2022 | Lunch with Dean of Augustana Campus | \$45.67 |
| 6 | September 28, 2022 | Networking Lunch with Representatives from Alberta Health Services | \$102.04 |

Detail for Travel Expenses

| Travel Expense – Item # 1 | | | | | | |
|---------------------------|--|-----------------|----------|----------|--------------------|----------|
| For | Verna Yiu, Provost and Vice President (Academic) | | | | | |
| Description/Purpose | Executive Board Retreat | | | | | |
| Date | September 1-2, 2022 | | | | | |
| Location | Camrose, AB | | | | | |
| Type of Expense | Airfare | Other Transport | Hotel | Meals | Other ¹ | Total |
| Amount | \$0.00 | \$47.69 | \$144.82 | \$110.11 | \$0.00 | \$302.62 |
| Notes | Meal expense is for Provost's share of dinner including 42 attendees, including Board Chair, President, Chancellor, and 5 Vice-Presidents. One night's accommodation. Transportation by chartered bus. | | | | | |

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 #2 | | | |
|--|--|--------------------------|--------------|
| For | Verna Yiu, Provost and Vice President (Academic) | | |
| Description/Purpose | Lunch with candidate for Vice-Provost of Equity, Diversity and Inclusion | | |
| Date | August 11, 2022 | | |
| Location | University Club of the U of A | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$48.63 | \$0.00 | \$48.63 |
| Notes | Lunch with candidate for new position. 2 attendees. | | |

| Hospitality / Working Session Expense – Item #3 | | | |
|--|---|--------------------------|--------------|
| For | Verna Yiu, Provost and Vice President (Academic) | | |
| Description/Purpose | Lunch with Vice-President and Chief Medical Officer at Alberta Health Services | | |
| Date | August 31, 2022 | | |
| Location | University Club of the U of A | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$52.51 | \$0.00 | \$52.51 |
| Notes | Lunch with Vice-President and Chief Medical Officer at Alberta Health Services Dr. Francois Belanger, to discuss an agreement. 2 attendees. | | |

| Hospitality / Working Session Expense – Item #4 | | | |
|--|---|--------------------------|--------------|
| For | Verna Yiu, Provost and Vice President (Academic) | | |
| Description/Purpose | Lunch with Dean of Campus Saint-Jean | | |
| Date | September 13, 2022 | | |
| Location | University Club of the U of A | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$48.59 | \$0.00 | \$48.59 |
| Notes | Working lunch with an off-campus dean. 2 attendees. | | |

| Hospitality / Working Session Expense – Item #5 | | | |
|--|--|--------------------------|--------------|
| For | Verna Yiu, Provost and Vice President (Academic) | | |
| Description/Purpose | Lunch with new Associate Vice-President, Online and Continuing Education | | |
| Date | September 14, 2022 | | |
| Location | University Club of the U of A | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$145.76 | \$0.00 | \$145.76 |
| Notes | Introductory lunch with inaugural Associate Vice-President, Online and Continuing Education and team. 6 attendees. | | |

| Hospitality / Working Session Expense – Item #6 | | | |
|--|--|--|--|
| For | Verna Yiu, Provost and Vice President (Academic) | | |
| Description/Purpose | Lunch with Dean of Augustana Campus | | |
| Date | September 21, 2022 | | |

| | | | |
|-----------------|---|--------------------------|--------------|
| Location | University Club of the U of A | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$45.67 | \$0.00 | \$45.67 |
| Notes | Working lunch with an off-campus dean. 2 attendees. | | |

| Hospitality / Working Session Expense – Item #7 | | | |
|--|--|--------------------------|--------------|
| For | Verna Yiu, Provost and Vice President (Academic) | | |
| Description/Purpose | Networking Lunch with Representatives from Alberta Health Services | | |
| Date | September 28, 2022 | | |
| Location | University Club of the U of A | | |
| Type of Expense | Meals | Other² | Total |
| Amount | \$102.04 | \$0.00 | \$102.04 |
| Notes | Networking lunch with representatives from Alberta Health Services. 4 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.