

**Mount Royal University**  
**Quarterly Expense Reporting**  
**January 1 - March 31 2017**

**David Docherty**  
 President



**1) Travel Expenses and Professional Development**

This includes all reimbursable expenses for travel activities while on University Business, attendance at and/or presenting at conferences, participating with professional organizations, and participating in professional development.

- \* "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc. (Note: Mileage is reimbursed on a per KM basis at MRU)
- \*\* "Meals and Incidentals" at Mount Royal University are reimbursed on a per diem basis while on business travel
- \*\*\* "Other" includes conference and professional development registration fees and other miscellaneous travel expenses

Position:	Dates:	Destination	Purpose	Received Expenses				Non-Received		Grand Total	
				Airfare	Other Transportation *	Accommodation	Other ***	Sub-total	Meals ** & Incidentals		Other Transportation * Sub-total
President	January 24-29	San Francisco, CA	Assoc. of American Colleges & Universities Annual Meeting & Forum for Presidents & Foundation Leaders	726	268	1,505	741	3,240	309	309	3,548
President	February 5-8	Ottawa, ON	Univ. Canada Converge Conference & Govt Meetings	975	238	758	162	2,133	152	152	2,285
President	March 1-3	Edmonton, AB	Meeting with Minister Advanced Ed & Council of AB Post Secondary Pres. (COPPOA) meeting	413	273	437	18	1,141	114	114	1,255
										7,087	

Mount Royal University Policy provides for hosting and working session expenses to be reimbursed for University business activity  
 Business activity can include meetings with external parties(E) and MRU employees (M).

Position:	Dates:	Purpose	Location	Received Expenses				Non-Received Expenses		Grand Total
				Meals	Transportation *	Other	Sub-total	Meals & Incidentals	Other Transportation * Sub-Total	
President	January 4	Lunch Meeting - Board Relations (2M)	Calgary, AB	56			56			56
President	February 2	Lunch Meeting - University Relations (1M + 1E)	Calgary, AB	69			69			69
President	February 10	HKCBA Chinese New Year Gala	Calgary, AB			3	3			3
President	February 11	Sien Lok Society Chinese New Year Gala	Calgary, AB			3	3			3
President	February 17	Breakfast Meeting - University Relations (3M)	Calgary, AB	62			62			62
President	February 21	Dinner Meeting - Univ. Relations (1M + 27E)	Calgary, AB			6	6			6
President	March 5	Hosted Dinner: University Relations (6M)	Calgary, AB	91			91			91
President	March 20	Calgary Chamber Budget Address	Calgary, AB			15	15			15
President	March 28	Lunch Meeting - University Relations (1M + 1E)	Calgary, AB				100			100
				362	43		405	-	-	405