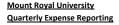
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October 1 - December 31 2019

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

				Receipted Expenses					Non-Receipted Non-Receipted			
					Other				Meals **	Other		Grand
Position:	Dates:	<u>Destination</u>	Purpose	Airfare	Transportation	* Accommodation	Other ***	Sub-total	& Incidentals	Transportation *	Sub-total	Total
President	October 2 - 4, 2019	Vancouver, BC	Professional Development conference	503	3 271	644	1,680	3,098	116		116	3,214
President	October 23 - 25, 2019	Edmonton	Government meetings	703	3 121	438	69	1,330	112		112	1,442
President	October 28 - 31, 2019	Ottawa, ON	Universities Canada - Membership meeting	1,25	2 8	3 603	88	2,026	108		108	2,134
President	November 2 - 6, 2019	Boston, MA	Fundraising for Presidents' Institute Conference	1,28	0 100	5 1,487	3,100	5,973	227		227	6,200
President	November 6-7, 2019	Edmonton, AB	Council of Post-Secondary Presidents of Alberta	20	5	351		556	44		44	600
President	December 1-3, 2019	Montreal, PQ	Universities Canada - Skills Workshop	87	9 122	2 426	88	1,515	72		72	1,587
President	December 11-12, 2019	Edmonton, AB	Government meetings	41	4 22	5 185		824	76	•	76	900

2) Hosting and Working Session Expenses

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).

					Receipted Expenses			Non-Receipted Expenses			
								Meals &	Other		Grand
Position:	Dates:	Purpose	Location	Meals	Transportation *	Other	Sub-total	Incidentals	Transportation *	Sub-Total	Total
President	October 10, 2019	Board relations	Calgary, AB		25		25				25
President	November 1, 2019	Government Relations	Calgary, AB		27		27				27
President	November 15, 2019	University Relations	Calgary, AB		31		31				31
President	November 19, 2019	University Relations	Calgary, AB		36		36				36
President	November 21, 2019	Internal Relations (3M)	Calgary, AB	4	5		45				45
President	November 25, 2019	University Relations (1M/1E)	Calgary, AB	4	8		48				48
President	November 25, 2019	University Relations (1M/1E)	Calgary, AB	16	5		165				165
President	December 9, 2019	External Relations	Calgary, AB		36		36				36
President	December 11, 2019	Donor Relations	Calgary, AB		41		41				41
President	December 17, 2019	University Relations (1M/1E)	Calgary, AB		8		8				8
President	December 31, 2019	University Relations	Calgary, AB		17		17				17
				26	6 213		479				479