Mount Royal University

Quarterly Expense Reporting

Oct 01, 2025 to Dec 31, 2025

Name: **Chad London**

Title: Provost and Vice-President, Academic

MOUNT ROYAL UNIVERSITY

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 Expenses			
Position:	**Dates:**	**Destination**	**Purpose**		**Airfare**	**Other Transportation ***	**Accommodation**	**Other *****	**Sub-total**	**Meals ** & Incidentals**	**Other Transportation ***	**Sub-total**	**Grand Total**
Provost & VP	Nov 5-7,2025	Victora	Conference - Attended	UVPN Meetings	523.87	171	462		1156.60			-	**$ 1,156.60**
Provost & VP	Nov 11-13,2025	Ottawa	Conference - Attended	FBS Summit	755	179	730	860	2523.24		91	91	**$ 2,614.29**
Provost & VP	October 2, 2025	Calgary	External Meeting - Business	Meeting with Vivo for Healthier Generations				12	12.08			-	**$ 12.08**
Provost & VP	October 6, 2025	Calgary	External Meeting - Business	Leaders International				7	6.66			-	**$ 6.66**
Provost & VP	October 16, 2025	Calgary	External Meeting					125	124.67			-	**$ 124.67**
Provost & VP	November 27, 2025	Calgary	External Meeting	Donor Relation Meeting					0.00		9	9	**$ 9.40**
Provost & VP	November 27, 2025	Calgary	External Meeting	Calgary Academy					0.00		16	16	**$ 15.64**
Provost & VP	December 29, 2026	Calgary	External Meeting	Portage College			23		22.94			-	**$ 22.94**
Provost & VP													**$ 3,962.28**

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			
Position:	**Dates:**	**Location**	**Purpose**			**Meals**	**Transportation ***	**Other**	**Sub-total**	**Meals & Incidentals**	**Other Transportation ***	**Sub-Total**	**Grand Total**
Provost & VP	October 3, 2025	Calgary	Department Meeting	Springbank Aviation Campus Opening					-		31.91	32	**$ 31.91**
Provost & VP	October 22, 2025	Calgary	Department Activity	Phoenix Rising					-		9	9	**$ 9.25**
Provost & VP	October 24, 2025	Calgary	Department Activity	ELT Retreat					-		7	7	**$ 7.47**
Provost & VP	November 27, 2025	Calgary	Department Activity	Ideas in the City —Phoenix Rising			5		5		11	11	**$ 16.01**
Provost & VP	Dec 8-9,2025	Calgary	Department Activity	Provost's Council Retreat (13M)		1145.34			1,145		120	120	**$ 1,265.56**
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