

Mount Royal University
Quarterly Expense Reporting

May 1 - June 30, 2019

Tim Rahilly
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

				Receipted Expenses				Non-Receipted		Grand Total		
				Airfare	Other Transportation *	Accommodation	Other ***	Sub-total	Meals ** & Incidentals		Other Transportation *	Sub-total
President	May 28-29, 2019	Edmonton, AB	Government meetings with Advanced Education			185		185	68	68	253	
President	June 16 - 19, 2019	Calgary	2019 CACUSS Conference		98		660	759		-	759	
President	June 21, 2019	Calgary	COPPOA meeting at Calgary Airport Hotel		58			58	28	28	86	
President	June 27 -28, 2019	Vancouver, BC	Fraser Institute College & Simon Fraser University	558	399			957	120	120	1,077	
Total				558	555	185	660	1,958	188	28	216	2,174

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).

Position:	Dates:	Purpose	Location	Receipted Expenses				Non-Receipted Expenses		Grand Total
				Meals	Transportation *	Other	Sub-total	Meals & Incidentals	Other Transportation *	
President	May 17, 2019	University Relations	Calgary, AB		21		21			21
President	May 17, 2019	University Relations (1M/1E)	Calgary, AB	11			11			11
President	June 5, 2019	University Relations dinner	Calgary, AB			12	12			12
President	June 18, 2019	University Relations	Calgary, AB			18	18			18
President	June 18, 2019	University Relations	Calgary, AB			18	18			18
President	June 20, 2019	Campus Alberta Calgary Presidents	Calgary, AB			11	11			11
				11	80		91			91