Mount Royal University
Quarterly Expense Reporting

July 1, 2022 - September 30, 2022

Tim Rahilly
President and Vice-Chancellor

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			
Position:	**Dates:**	**Destination**	**Purpose**	**Airfare**	**Other Transportation ***	**Accommodation**	**Other *****	**Sub-total**	**Meals ** & Incidentals**	**Other Transportation ***	**Sub-total**	**Grand Total**
President	Sept 8, 2022	Edmonton, AB	Alberta Education Stakeholder Roundtable	460	108			568			-	568
President	Sept 21-23, 2022	Banff, AB	Global Business Forum			958		958	73	129	202	1,161

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:**	**Purpose**	**Location**	**Meals**	**Other Transportation ***	**Sub-total**	**Other Transportation ***	**Grand Total**
	July 5, 2022	Internal Meeting (12M)	Calgary, AB	46		46		46
President	July 6, 2022	External Meeting - TELUS Sky Reception	Calgary, AB			-	7	7
	July 6, 2022	Internal Meeting (2M)	Calgary, AB			-	1	1
	July 6, 2022	Internal Meeting (2M)	Calgary, AB	17		17		17
	July 7, 2022	External Meeting - US Consul General	Calgary, AB			-	3	3
	July 8, 2022	Donor Meeting (Large Event)	Calgary, AB		64	64		64
	July 11, 2022	Premier's Stampede Breakfast	Calgary, AB		19	19		19
	July 12, 2022	Internal Meeting (5M)	Calgary, AB	178		178		178
	July 15, 2022	Donor Meeting (Large Event)	Calgary, AB		27	27		27
	July 15, 2022	Donor Meeting (Large Event)	Calgary, AB		29	29		29
	July 29, 2022	External Meeting (1M, 1E)	Calgary, AB	70		70		70
	Aug 2, 2022	Internal Meeting (2M)	Calgary, AB	74		74		74
	Aug 5, 2022	External Meeting (1M, 1E)	Calgary, AB	102		102		102
	Aug 26, 2022	External Meeting (1M, 3E)	Calgary, AB			-	22	22
	Sept 2, 2022	Jubilee Medal Award Ceremony	Calgary, AB			-	6	6
	Sept 4, 2022	External Meeting - Pride Parade (MRU)	Calgary, AB		50	50		50
	Sept 10, 2022	Charity Event	Calgary, AB		19	19		19
	Sept 15, 2022	Internal Meeting (2M)	Calgary, AB	10		10		10
	Sept 15, 2022	Alumni Achievement Awards	Calgary, AB			-	7	7
	Sept 21, 2022	External Meeting (1M, 1E)	Calgary, AB			-	4	4
	Sept 21, 2022	New Immigrant Award Ceremony	Calgary, AB			-	4	4
	Sept 24, 2022	External Meeting (1M, 1E)	Calgary, AB			-	6	6
	Sept 26, 2022	Growth Catalyst	Calgary, AB			-	5	5
	Sept 27, 2022	External Meeting (1M, 2E)	Calgary, AB			-	3	3
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