



January 1, 2025 to March 31, 2025

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
Position:	Dates:	Destination	Purpose	Airfare	Other Transportation *	Accommodation	Other ***	Sub-total	Meals ** & Incidentals	Other Transportation *	Sub-total	
President	1/9/2025	Calgary,AB	Travel expenses with new board member		31		68	99	-	-	-	99
President	1/16/2025	Calgary,AB	Calgary Post-Secondary Presidents' Meeting with Mayor Gondek		18			18			-	18
President	1/23/2025	Calgary,AB	Calgary Economic Development event		46			46			-	46
President	1/23/2025	Calgary,AB	External Meeting		17			17			-	17
President	2/7/2025	Calgary,AB	Campus AB Calgary Region Lunch		9			9			-	9
President	2/9/2025	Calgary,AB	HKCBA Calgary Lunar New Year Gala 2025		49			49			-	49
President	2/14-25,2025	Singapore	Universities Canada Asia Conference	7,493	1,028	2,764		11,284			-	11,284
President	2/28/2025	Calgary,AB	Conversation with Hon Nate Horner, Minister of Finance		32			32			-	32
President	3/3/2025	Calgary,AB	CED Economy and Coffee Event		33			33			-	33
President	3/4-6,2025	Victoria, BC	RRU Meetings	530	197	531		1,257			-	1,257
President	3/6/2025	Calgary,AB	Meeting with President Emeritus				59	59			-	59
President	3/10/2025	Calgary,AB	External Meeting		19			19			-	19
President	3/12-14,2025	Fort McMurray, AB	APSN Annual Retreat	639	234	266		1,139	-		-	1,139
President	3/20/2025	Calgary,AB	Honouring Dr. Daniel Doz Event		243			243			-	243
President	3/20/2025	Calgary,AB	External Meeting		34			34			-	34
President	3/21/2025	Calgary,AB	External Meeting		24			24			-	24
				8,662	2,013	3,560	126	14,362	-	-	-	14,362

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			Grand Total
Position:	Dates:	Purpose	Location	Meals	Transportation *	Other	Sub-total	Meals & Incidentals	Other Transportation *	Sub-Total	
President	1/15/2025	Meeting(M 6)	ELT Team Lunch	Calgary	220	6	226			-	226
President	2/27/2025	Meeting(M 1)	Internal Relation Meeting	Calgary	44		44			-	44
President	3/5/2025	Meeting(M 3)	Internal Relation Meeting	Calgary	26		26			-	26
					290	6	296	-	-	-	296