

Mount Royal University
Quarterly Expense Reporting

October 1, 2022 to December 31, 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

Position:	Dates:	Destination	Purpose	Receipted Expenses				Sub-total	Meals ** & Incidentals	Non-Receipted Other		Sub-total	Grand Total
				Airfare	Other Transportation *	Accommodation	Other ***			Transportation *			
President	Sept 30-Oct 3, 2022	Montreal, QC	Jarislowsky Foundation	1,478	197	1,109		2,784	49			49	2,833
President	Oct 24-27, 2022	Ottawa, ON	Universities Canada Meetings	2,577	161	970	37	3,744	65		23	88	3,832
President	Nov 2-3, 2022	Canmore, AB	ELT Meetings					-			42	42	42
President	Nov 7-8, 2022	Kananaskis, AB	MRU Board Meetings				47	47			141	141	188
President	Nov 14-16, 2022	Edmonton, AB	APSN	1,132	359	584		2,075	45			45	2,119
President	Nov 20-22, 2022	Toronto, ON	Universities Canada Workshop	1,531	120	405		2,056	28		20	48	2,104
				6,718	838	3,067	84	10,707	187		226	413	11,120

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 Other			Sub-total	Non-Receipted Expenses Other		Grand Total
				Meals	Transportation *			Transportation *		
President	Sept 29, 2022	External Meeting (2M, 2E)	Calgary, AB	378			378			378
President	Oct 6, 2022	External Meeting (1M)	Calgary, AB				-	4		4
President	Oct 19, 2022	External Meeting (1M)	Calgary, AB				-	22		22
President	Oct 20, 2022	External Meeting (2M, 1E)	Calgary, AB	127			127	5		132
President	Oct 21, 2022	Internal Meeting (2M)	Calgary, AB	10			10			10
President	Oct 21, 2022	Internal Meeting (2M)	Calgary, AB	77			77			77
President	Nov 2, 2022	Internal Meeting (3M)	Calgary, AB	13			13			13
President	Nov 9, 2022	Internal Meeting (2M)	Calgary, AB	64			64			64
President	Nov 9, 2022	Donor Meeting (2M, 2E)	Calgary, AB	467			467			467
President	Nov 10, 2022	Internal Meeting (2M)	Calgary, AB	64			64			64
President	Nov 10, 2022	Field of Crosses Ceremony	Calgary, AB				-	1		1
President	Nov 15, 2022	Government Meeting (1M, 1E)	Edmonton, AB	47			47			47
President	Nov 20, 2022	External Meeting (1M, 1E)	Toronto, ON	19			19			19
President	Nov 21, 2022	Internal Meeting (2M)	Toronto, ON	113			113			113
President	Nov 23, 2022	Chancellor's Dinner (10M)	Calgary, AB	670			670	1		671
President	Nov 24, 2022	Royal Society of Canada	Calgary, AB				-	12		12
President	Nov 28, 2022	Internal Meeting (2M)	Calgary, AB	64			64	2		66
President	Nov 30, 2022	The Fraser Institute Founders	Calgary, AB				-	12		12
President	Nov 30, 2022	Internal Meeting (2M)	Calgary, AB	24			24			24
President	Dec 1, 2022	Campus Alberta President's Meeting (1M, 10E)	Calgary, AB				-	4		4
President	Dec 19, 2022	Internal Meeting (5M)	Calgary, AB				-	9		9
				2,139	-		2,139	72		2,211