



EXECUTIVE EXPENSE DISCLOSURE REPORT

Reporting Period: April 1, 2019 to June 30, 2019
Executive Officer Name: Ione Challborn
Title: Board Chair
Office: Board of Governors

As a public institution, MacEwan University provides transparent reporting of expense information to ensure accountability for all travel, professional development, hosting and working session expenses incurred by or on behalf of senior executive level offices. Expense disclosure reports are posted for public view on a quarterly basis. If no report is posted for any officer for the reporting period, it means there were no applicable expenses paid during the period.

1. Travel and professional development

This section 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.

Travel date(s)	Destination	Purpose	Airfare	Transportation[1]	Accommodation	Meals[2]	Other[3]	Total
December 2-4, 2018	Banff, AB	Participate in the Universities Canada Workshop Safeguarding Institutional Autonomy for University Presidents, Board Chairs and University Secretaries	\$ -	\$ 418	\$ -	\$ -	\$ 39	\$ 457
Notes:	Additional expenses were posted on a previous disclosure.							
April 13-14, 2019	Orlando, FL	The Association of Governing Boards (AGC) Institute for Board Leaders and Chief Executives of Public Universities and Systems, April 13-14, 2019	\$ -	\$ -	\$ -	\$ -	\$ 2,707	\$ 2,707
Notes:	Additional expenses were posted on a previous disclosure.							
May 2-4, 2019	Kingston, ON	Canadian University Boards Association (CUBA) Conference	\$ 728	\$ -	\$ -	\$ -	\$ 735	\$ 1,462
Notes:	Additional expenses will be posted on a future disclosure.							

Notes: (All amounts are inclusive of taxes (GST, etc.))

[1] Transportation includes public transportation, rental cars, taxi/car service, parking and mileage (on a KM basis as per MacEwan University policy)

[2] Includes either receipted or per diem expense as submitted

[3] Includes conference and professional development registration fees and other miscellaneous travel expenses

2. Hosting

This section includes all reimbursable expenses for events for which the **primary purpose is to host (entertain) external individuals** such as donors, government officials, visiting speakers etc. May include university staff as deemed appropriate to their positions.

(No Report)

3. Working Sessions

This section includes all reimbursable expenses for events and meetings **attended primarily by university staff**. May also include external individuals such as consultants, facilitators who are required to attend.

(No Report)

The submitting officer certifies that the above information is accurate and fully discloses all relevant expenses reimbursed for the period indicated. (Officer signature on file).



EXECUTIVE EXPENSE DISCLOSURE REPORT

Reporting Period:	April 1, 2019 to June 30, 2019
Executive Officer Name	Jasmine Nuthall
Title	Public Board Member
Office	Board of Governors

As a public institution, MacEwan University provides transparent reporting of expense information to ensure accountability for all travel, professional development, hosting and working session expenses incurred by or on behalf of senior executive level offices. Expense disclosure reports are posted for public view on a quarterly basis. If no report is posted for any officer for the reporting period, it means there were no applicable expenses paid during the period.

1. Travel and professional development

This section 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.

Travel date(s)	Destination	Purpose	Airfare	Transportation[1]	Accommodation	Meals[2]	Other[3]	Total
May 14, 2019	Edmonton, AB	Attend the 2nd Annual Enlightened Economy Summit 2019 - Roundhouse, MacEwan University	\$ -	\$ -	\$ -	\$ -	\$ 225	\$ 225
Notes:								

Notes: (All amounts are inclusive of taxes (GST, etc.))

[1] Transportation includes public transportation, rental cars, taxi/car service, parking and mileage (on a KM basis as per MacEwan University policy)

[2] Includes either receipted or per diem expense as submitted

[3] Includes conference and professional development registration fees and other miscellaneous travel expenses

2. Hosting

This section includes all reimbursable expenses for events for which the primary purpose is to host (entertain) external individuals such as donors, government officials, visiting speakers etc. May include university staff as deemed appropriate to their positions.

(No Report)

3. Working Sessions

This section includes all reimbursable expenses for events and meetings attended primarily by university staff. May also include external individuals such as consultants, facilitators who are required to attend.

(No Report)

The submitting officer certifies that the above information is accurate and fully discloses all relevant expenses reimbursed for the period indicated. (Officer signature on file).