EXECUTIVE EXPENSE DISCLOSURE REPORT



Reporting Period: January 1, 2019 to March 31, 2019

Executive Officer Name Deborah Saucier
Title President

Office Office of the President

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
November 15-17, 2018	Victoria, BC	National Reconciliation Forum	\$ -	\$ 270	\$ -	\$ -	\$ -	\$ 270
Notes:	Additional expenses will be posted on a future disclosure.							
		Parking - Bank of Canada Special						
November 19, 2018	Edmonton, AB	Event at Royal Alberta Museum	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
		Roundtable Discussion on Parliament Hill on Women's Rights including the Human Right to Live						
November 26, 2018	Ottawa, ON	Free from Violence	\$ -	\$ -	\$ 597	,	\$ -	\$ 597
Notes:	Airfare expense included in Edmonton-Ottawa-Toronto travel November 26-29, 2018 (below). Additional expenses will be posted on a future disclosure.							
November 27-28, 2018	Toronto, ON	Education and Skills Symposium "Removing Barriers. Enhancing Skills. Facing Challenges. That's Education in Action."	\$ 2,567	\$ 318	c	Ś -	¢ _	\$ 2,886
Notes:		Ottawa-Toronto travel November 26		1 .		ş -	Ş -	\$ 2,880
notes:	Alliare expense includes Editionion-		1-29, 2018. Additional E	xpenses will be posted on a	Tuture disclosure.	ı		
December 2-4, 2018	Banff, AB	Universities Canada workshop "Safeguarding Institutional Autonomy"	\$ -	\$ -	\$ 980	\$ -	\$ -	\$ 980
Notes:	Additional expenses will be posted on a future disclosure.							
December 5, 2018	Edmonton, AB	Parking - Community Relations meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
December 7, 2018	Edmonton, AB	Parking - Government Relations meeting	\$ -	\$ 3	\$ -	\$ -	\$ -	\$ 3
Notes:	<u> </u>							
January 18-February 24, 2019	Edmonton, AB	Storytelling for Influence on-line course	\$ -	\$ -	\$ -	\$ -	\$ 548	\$ 548
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.

This section includes all reimbursable

Dates	Location	Purpose	No. of attendees	Total	
		Universities Canada and Edmonton Universities Presidents'			
December 6, 2018	Edmonton, AB	Meeting	3	\$ 279	
December 20, 2018	Edmonton, AB	University Presidents' Meeting	3	\$ 34	

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.

Dates Location		Purpose	No. of attendees	Total	
		SAMU Executive and Executive			
January 29, 2019	Edmonton, AB	Council Meeting	12	\$ 141	

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).