



## EXECUTIVE EXPENSE DISCLOSURE REPORT

**Reporting Period:** October 1, 2017 to December 31, 2017  
**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
July 7-12, 2017	Boston, MA	Harvard Seminar for New Presidents	\$ -	\$ 456	\$ -	\$ 80	\$ -	\$ 536
Notes:	Airfare expense was posted in previous disclosure. Additional expenses will be posted in future disclosure.							
July 24, 2017	Edmonton, AB	Parking for an External Relations Meeting	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ 4
Notes:								
July 24, 2017	Edmonton, AB	Parking for a Board of Governors' Relations Meeting	\$ -	\$ 11	\$ -	\$ -	\$ -	\$ 11
Notes:								
July 30, 2017	Edmonton, AB	Parking for an External Relations Event	\$ -	\$ 8	\$ -	\$ -	\$ -	\$ 8
Notes:								
July 31, 2017	Edmonton, AB	Parking for an External Relations Meeting	\$ -	\$ 6	\$ -	\$ -	\$ -	\$ 6
Notes:								
August 11, 2017	Edmonton, AB	Parking for an External Relations Meeting	\$ -	\$ 6	\$ -	\$ -	\$ -	\$ 6
Notes:								
August 18, 2017	Edmonton, AB	Parking for an External Relations Event	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ 4
Notes:								
August 23, 2017	Edmonton, AB	Parking for a Government Relations Meeting	\$ -	\$ 2	\$ -	\$ -	\$ -	\$ 2
Notes:								
August 24, 2017	Edmonton, AB	Parking for an External Relations Meeting	\$ -	\$ 2	\$ -	\$ -	\$ -	\$ 2
Notes:								
September 12, 2017	Edmonton, AB	Parking for an External Relations Meeting	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ 1



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Notes:								
September 14, 2017	Edmonton, AB	Transportation from an External Relations Event	\$ -	\$ 18	\$ -	\$ -	\$ -	\$ 18
Notes:								
September 29, 2017	Edmonton, AB	Parking for a Government Relations Meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
October 24-25, 2017	Ottawa, ON	Universities Canada Membership Meetings	\$ 632	\$ -	\$ -	\$ -	\$ -	\$ 632
Notes:	Additional expenses will be posted in future disclosures.							
November 9-10, 2017	Vancouver, BC	Psychonomic Society 58th Annual Meeting	\$ 502	\$ -	\$ -	\$ -	\$ 96	\$ 598
Notes:	Additional expenses will be posted in future disclosures.							
November 12-13, 2017	Los Angeles, CA	CALARTS President's Installation	\$ 560	\$ -	\$ -	\$ -	\$ -	\$ 560
Notes:	Additional expenses and credits will be posted in future disclosures.							

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.

Dates	Location	Purpose	No. of attendees	Total
July 31, 2017	Edmonton, AB	External Relations Meeting	2	\$ 50
		Meeting with the Students' Association of MacEwan University (SAMU) Executive team		
August 17, 2017	Edmonton, AB		6	\$ 193
August 22, 2017	Edmonton, AB	External Relations Meeting	2	\$ 34
August 24, 2017	Edmonton, AB	External Relations Meeting	2	\$ 30
		Meeting with the Students' Association of MacEwan University (SAMU) Executive team		
September 14, 2017	Edmonton, AB		7	\$ 237
September 15, 2017	Edmonton, AB	External Relations Meeting	4	\$ 93
September 15, 2017	Edmonton, AB	Thank you gift Treaty Six & Metis Flag Raising Ceremony	n/a	\$ 119
October 2, 2017	Edmonton, AB	External Relations Meeting	3	\$ 71
October 26, 2017	Edmonton, AB	Board Relations Meeting	2	\$ 37

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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
September 7, 2017	Edmonton, AB	Alberta Advanced Education Institutional visit	14	\$ 470
October 10, 2017	Edmonton, AB	Senior Leadership Team Organizational Retreat	5	\$ 394

*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).*