



EXECUTIVE EXPENSE DISCLOSURE REPORT

Reporting Period:	January 1, 2023 to March 31, 2023
Executive Officer Name	Theresa Vladicka
Title	Acting Vice President, University Relations
Office	University Relations

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
January 5, 2023	Edmonton, AB	Meeting with Government Affairs Consultant	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ 4
Notes:								
January 18, 2023	Edmonton, AB	Meeting with Government Affairs Consultant	\$ -	\$ 2	\$ -	\$ -	\$ -	\$ 2
Notes:								
January 19, 2023	Edmonton, AB	Meeting with Government Affairs Consultant	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 12
Notes:								
January 23, 2023	Edmonton, AB	Relationship meeting with Explore Edmonton	\$ -	\$ 2	\$ -	\$ -	\$ -	\$ 2
Notes:								
January 30, 2023	Edmonton, AB	Meeting with PrairiesCan	\$ -	\$ 6	\$ -	\$ -	\$ -	\$ 6
Notes:								
February 3, 2023	Edmonton, AB	Meeting with Government Affairs Consultant	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
February 6-9, 2023	Ottawa, ON	Government Advocacy and Meetings	\$ 1,284	\$ 273	\$ 1,417	\$ 135	\$ -	\$ 3,109
Notes:								
February 15, 2023	Edmonton, AB	Edmonton Workforce Development and Attraction Committee Meeting	\$ -	\$ 16	\$ -	\$ -	\$ -	\$ 16
Notes:								
Feb 16, 2023	Edmonton, AB	Coffee with Government Affairs contact re: MacEwan advocacy	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ 1
Notes:								
February 17, 2023	Edmonton, AB	Edmonton Chamber of Commerce Committee Meeting	\$ -	\$ 20	\$ -	\$ -	\$ -	\$ 20
Notes:								
February 21, 2023	Edmonton, AB	Meeting with VP at NAIT	\$ -	\$ 26	\$ -	\$ -	\$ -	\$ 26
Notes:								
February 21, 2023	Edmonton, AB	Public Affairs Association Alberta Budget Event	\$ -	\$ -	\$ -	\$ -	\$ 26	\$ 26
Notes:								
February 23, 2023	Edmonton, AB	Political Action Day Event	\$ -	\$ -	\$ -	\$ -	\$ 683	\$ 683

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Notes:								
February 24, 2023	Edmonton, AB	Coffee with Edmonton Downtown Business Association contact	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ 1
Notes:								
March 6, 2023	Edmonton, AB	Lunch with Government Affairs contact	\$ -	\$ 16	\$ -	\$ -	\$ -	\$ 16
Notes:								
March 7, 2023	Edmonton, AB	Premier's Dinner Event	\$ -	\$ 31	\$ -	\$ -	\$ -	\$ 31
Notes:								
March 14, 2023	Edmonton, AB	Relationship meeting with OpenCircle	\$ -	\$ 3	\$ -	\$ -	\$ -	\$ 3
Notes:								
March 15, 2023	Edmonton, AB	MacEwan Means Business Fundraising Committee Meeting	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 12
Notes:								
March 16, 2023	Edmonton, AB	United Way Red Tie Gala	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ 10
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.

Dates	Location	Purpose	No. of attendees	Total
January 13, 2023	Edmonton, AB	Coffee with Students Association Vice President re: ongoing relationship	2	\$ 28
January 17, 2023	Edmonton, AB	Lunch with Homeward Trust Advocacy contact	2	\$ 53
January 20, 2023	Edmonton, AB	Lunch with Emerald Foundation Advocacy contact	2	\$ 46
January 30, 2023	Edmonton, AB	Coffee with Government Affairs contact re: MacEwan advocacy	2	\$ 7
January 31, 2023	Edmonton, AB	Debrief lunch with former Vice-President, University Relations	2	\$ 60
February 8, 2023	Ottawa, ON	Alumni Reunion Dinner	5	\$ 103
February 10, 2023	Edmonton, AB	Lunch with Government Affairs contact re: MacEwan advocacy	2	\$ 54
February 16, 2023	Edmonton, AB	Coffee with Government Affairs contact re: MacEwan advocacy	2	\$ 10

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February 24, 2023	Edmonton, AB	Coffee with Edmonton Downtown Business Association contact re: MacEwan advocacy	2	\$ 13
March 6, 2023	Edmonton, AB	Lunch with Government Affairs contact re: MacEwan advocacy	2	\$ 70
March 10, 2023	St. Albert, AB	Relationship coffee with ROMU	2	\$ 11
March 10, 2023	Edmonton, AB	Lunch with Government Affairs contact re: MacEwan advocacy	2	\$ 51
March 16, 2023	Edmonton, AB	Welcome lunch for Chief Communications and Marketing Officer	2	\$ 57

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
February 8, 2023	Ottawa, ON	Working lunch with Vice-Provost during Government advocacy trip	2	\$ 66
February 10, 2023	Edmonton, AB	Coffee meeting with Dean for project status update	2	\$ 13
February 17, 2023	Edmonton, AB	Working lunch University Relations Team	45	\$ 349
March 20, 2023	Edmonton, AB	Lunch with Executive Coach	2	\$ 60

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).