



EXECUTIVE EXPENSE DISCLOSURE REPORT

Reporting Period: October 1, 2022 to December 31, 2022
Executive Officer Name Myrna Khan
Title 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
September 8, 2022	Edmonton, AB	CN Community Board meeting	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 12
Notes:								
September 15, 2022	Edmonton, AB	Downtown Business Association board meeting	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 12
Notes:								
September 28, 2022	Edmonton, AB	2022 forward/slash Economic Summit	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ 10
Notes:								
October 6, 2022	Edmonton, AB	Downtown Business Association State of the Region	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ 10
Notes:								
October 12, 2022	Edmonton, AB	Downtown Business Association Annual General Meeting	\$ -	\$ 24	\$ -	\$ -	\$ -	\$ 24
Notes:								
October 17, 2022	Edmonton, AB	CN Community Board cheque presentation ceremony	\$ -	\$ 17	\$ -	\$ -	\$ -	\$ 17
Notes:								
November 16, 2022	Edmonton, AB	EPL Board Lunch	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 12
Notes:								
November 17, 2022	Edmonton, AB	Downtown Business Association board meeting	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 12
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



EXECUTIVE EXPENSE DISCLOSURE REPORT

Reporting Period:	October 1, 2022 to December 31, 2022
Executive Officer Name	Myrna Khan
Title	Vice President, University Relations
Office	University Relations

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

Dates	Location	Purpose	No. of attendees	Total
-------	----------	---------	------------------	-------

(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.

Dates	Location	Purpose	No. of attendees	Total
-------	----------	---------	------------------	-------

(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).