

EXECUTIVE EXPENSE DISCLOSURE REPORT



Reporting Period January 1, 2025 to March 31, 2025
Executive Officer Name Maureen Lomas
Title Vice President, Finance and Administration & CFO
Office Vice President, Finance and Admin

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 or professional organizations, or participating in professional development.

Travel date(s)	Destination	Purpose	Airfare	Transportation[1]	Accommodation	Meals[2]	Other[3]	Total
February 19, 2025	Kelowna, BC	COWFLOP Annual Conference to be held May 8 - 9, 2025	\$ 400	\$ -	\$ -	\$ -	\$ 315	\$ 715
March 5, 2025	Edmonton, AB	CAUBO Annual Conference to be held June 9 - 11, 2025	\$ -	\$ -	\$ -	\$ -	\$ 1,225	\$ 1,225

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

[1] Transportation includes public transportation, rental cars, taxi/car service, parking and mileage (on a per 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 event expenses 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 by 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 or facilitators.

Dates	Location	Purpose	No. of attendees	Total
February 6, 2025	Edmonton, AB	Finance Business Retreat	34	\$ 313
March 5, 2025	Edmonton, AB	Working Session with staff member	2	\$ 13

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).