

EXECUTIVE EXPENSE DISCLOSURE REPORT



Reporting Period:	January 1, 2022 to March 31, 2022
Executive Officer Name	Dr. Annette Trimbee
Title	President and Vice-Chancellor
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
March 2, 2022	Edmonton, AB	Edmonton-Chamber of Commerce Budget 2022 Webinar	\$ -	\$ -	\$ -	\$ -	\$ 19	\$ 19
Notes:								
March 3-4, 2022	Vancouver, BC	Council of Western Canadian University Presidents (COWCUP) Meeting	\$ 494	\$ 79	\$ 157	\$ -	\$ -	\$ 731
Notes: Additional expenses will be posted on future disclosures.								
March 21-24, 2022	Ottawa, ON	Water Security for Canadians: A Sustainable Water Future. A Water Forum in Recognition of World Water Day 2022 - March 22, 2022	\$ -	\$ 79	\$ -	\$ -	\$ -	\$ 79
Notes: Flights and Accommodations arranged by the host organization.								
March 24-27, 2022	Montreal, QC	Participated in the selection process for McCall MacBain Scholarships 2022.	\$ -	\$ 124	\$ -	\$ -	\$ -	\$ 124
Notes: Flights and Accommodations arranged by the host organization.								

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
March 9, 2022	Edmonton, AB	Community Leadership Event	13	\$ 1,313

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.

(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).