

## EXECUTIVE EXPENSE DISCLOSURE REPORT



<b>Reporting Period:</b>	April 1, 2019 to June 30, 2019
<b>Executive Officer Name</b>	<b>Deborah Saucier</b>
<b>Title</b>	President
<b>Office</b>	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
September 25, 2018	Edmonton, AB	Attend CBC Roundtable Discussion- Panel Member	\$ -	\$ 7	\$ -	\$ -	\$ -	\$ 7
Notes:								
September 27-28, 2018	Banff, AB	Global Business Forum	\$ -	\$ 424	\$ -	\$ -	\$ -	\$ 424
Notes:	Additional expenses were posted on a previous disclosure.							
October 5-11, 2018	Melbourne, AU	Commonwealth Peace and Reconciliation Network, University of Melbourne	\$ -	\$ -	\$ -	\$ 279	\$ 30	\$ 309
Notes:	Additional expenses were posted on a previous disclosure.							
October 22-24, 2018	Ottawa, ON	Universities Canada Membership Meeting	\$ -	\$ 19	\$ -	\$ -	\$ -	\$ 19
Notes:	Additional expenses were posted on a previous disclosure.							
November 5, 2018	Edmonton, AB	MacKay CEO Edmonton Forum Meeting	\$ -	\$ 30	\$ -	\$ -	\$ -	\$ 30
Notes:								
November 6, 2018	Edmonton, AB	Princess Anne Reception at Government House - Invitation from the Lieutenant Governor Honourable Lois Mitchell	\$ -	\$ 9	\$ -	\$ -	\$ -	\$ 9
Notes:								
November 10-17, 2018	Victoria, BC	National Truth and Reconciliation Forum	\$ -	\$ -	\$ -	\$ 82	\$ 30	\$ 112
Notes:	Additional expenses were posted on a previous disclosure.							
November 26, 2018	Ottawa, ON	Roundtable discussion on Parliament Hill on Women's Rights including the Human Right to Live Free from Violence	\$ -	\$ -	\$ -	\$ 71	\$ -	\$ 71
Notes:	Additional expenses were posted on a previous disclosure.							

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December 5, 2018	Edmonton, AB	Universities Canada Secretary and Edmonton Universities Presidents' Meeting	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ 15
Notes:								
January 11, 2019	Edmonton, AB	MacKay CEO Edmonton Forum	\$ -	\$ -	\$ -	\$ -	\$ 331	\$ 331
Notes:								
January 13-16, 2019	Montreal, QC	Universities Canada Professional Program for Presidents	\$ -	\$ 537	\$ 357	\$ -	\$ -	\$ 894
Notes: Air Canada Flight Pass 2 credits used.								
January 24, 2019	Edmonton, AB	Parking - Community Relations meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
January 27-28, 2019	Ottawa, ON	CANNEXUS Conference Opening Keynote	\$ 883	\$ 186	\$ -	\$ 115	\$ -	\$ 1,184
Notes:								
January 30, 2019	Edmonton, AB	Flight pass purchased for in-Canada travels 2019; East-West Connection - Latitude, 10 credits	\$ 8,253	\$ -	\$ -	\$ -	\$ -	\$ 8,253
Notes: 6 credits used; 4 credits transferred to Acting President.								
February 2, 2019	Edmonton, AB	Edmonton Chamber of Commerce Chamber Ball 2019	\$ -	\$ 33	\$ -	\$ -	\$ -	\$ 33
Notes:								
February 5-6, 2019	Ottawa, ON	Universities Canada Annual Meeting for Directors of Communications and Government Relations	\$ 644	\$ 291	\$ -	\$ 105	\$ 10	\$ 1,050
Notes: Airfare booking canceled; credit used for another travel.								
March 18, 2019	Edmonton, AB	Parking - MacKay CEO Forum Edmonton Meeting	\$ -	\$ 17	\$ -	\$ -	\$ -	\$ 17
Notes:								
April 2-5, 2019	Montreal, QC	The La Foundation Pierre Elliott Trudeau Application and Nomination Review Committee (ANRC) Meetings and Interviews	\$ -	\$ 325	\$ -	\$ 150	\$ 30	\$ 505
Notes: Airfare and accommodation covered by The Foundation.								

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April 8, 2019	Calgary, AB	Installation of Edward McCauley, President and Vice-Chancellor, University of Calgary	\$ 317	\$ 83	\$ -	\$ -	\$ -	\$ 400
Notes:								
April 12-14, 2019	Orlando, USA	The Association Of Governing Boards (AGB) Institute for Board Leaders and Chief Executives of Public Universities and Systems	\$ 1,716	\$ -	\$ -	\$ -	\$ 2,707	\$ 4,422
Notes:		Trip cancelled; airfare partially refunded; credit used for another travel.						
April 26, 2019	Edmonton, AB	Parking - Community Relations Meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
April 30, 2019	Edmonton, AB	Parking - Community Relations Meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
May 2, 2019	Calgary, AB	Inauguration of the Lieutenant Governor Athletic Awards	\$ 191	\$ 234	\$ -	\$ -	\$ -	\$ 425
Notes:								
May 6, 2019	Edmonton, AB	Parking - Community Relations Meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								
May 8-10, 2019	Ottawa, ON	Government Meetings in Ottawa and Gatineau	\$ -	\$ 220	\$ -	\$ 9	\$ -	\$ 229
Notes:		Travel and accommodation expenses covered by organizers.						
May 24-25, 2019	Kelowna, BC	UBC Okanagan Underrepresented Persons in Research Seminar	\$ 308	\$ 209	\$ -	\$ 15	\$ 10	\$ 542
Notes:								
May 29-30, 2019	Ottawa, ON	Universities Canada Roundtable with Jean-Francois Tremblay	\$ 3,886	\$ 223	\$ -	\$ 17	\$ -	\$ 4,126
Notes:								
June 2-3, 2019	Vancouver, BC	Universities Canada "Cultivating Inclusive Leadership in Academia" workshop	\$ -	\$ 54	\$ 481	\$ -	\$ -	\$ 535
Notes:								
June 11, 2019	Edmonton, AB	Attend Government Relations Meeting	\$ -	\$ 5	\$ -	\$ -	\$ -	\$ 5
Notes:								

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June 12-14, 2019	Vancouver, BC	Government Relations University Leaders Meeting	\$ -	\$ -	\$ -	\$ 5	\$ -	\$ 5
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
August 12, 2018	Edmonton, AB	Board Relations Meeting	15	\$ 81
August 24, 2018	Edmonton, AB	Board Relations Meeting	4	\$ 117
January 24, 2019	Edmonton, AB	Community Relations Meeting	2	\$ 51
February 17, 2019	Edmonton, AB	Post-secondary Institutions' Relations Meeting	2	\$ 85
February 25, 2019	Edmonton, AB	Board Relations Meeting	2	\$ 26
April 8, 2019	Calgary, AB	Post-secondary Institutions' Relations Meeting	2	\$ 30
April 24, 2019	Edmonton, AB	Board Relations Meeting	2	\$ 42
April 26, 2019	Edmonton, AB	Community Relations Meeting	2	\$ 56
April 26, 2019	Edmonton, AB	Gift for the former Board Member Community Relations and Business Partnerships	2	\$ 102
April 30, 2019	Edmonton, AB	Community Relations Meeting	2	\$ 51
May 6, 2019	Edmonton, AB	Community Relations Meeting	2	\$ 53
May 13, 2019	Edmonton, AB	Hosting MacKay CEO Edmonton Forum Meeting	16	\$ 899

### 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 4, 2018	Edmonton, AB	University Relations Planning Lunch	2	\$ 49
October 19, 2018	Edmonton, AB	School of Business Affairs Discussion Lunch	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).*