

Mount Royal University
Quarterly Expense Reporting

April 1, 2023, to June 30, 2023

Name: Tim Rahilly
Title: President and Vice-Chancellor



1) Travel Expenses and Professional Development

This 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.

- * "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc. (Note: Mileage is reimbursed on a per KM basis at MRU)
- ** "Meals and Incidentals" at Mount Royal University are reimbursed on a per diem basis while on business travel
- *** "Other" includes conference and professional development registration fees and other miscellaneous travel expenses

Position:	Dates:	Destination	Purpose	Received Expenses					Non-Received			Grand Total
				Airfare	Other Transportation *	Accommodation	Other ***	Sub-total	Meals ** & Incidentals	Other Transportation *	Sub-total	
President	April 23, 2023 to April 25, 2023	Toronto, ON	Universities Canada 2023 Conference	4,134	251	657	-	5,041	117	20	137	5,178
President	May 17, 2023, to May 18, 2023	Banff, AB	ELT Retreat	-	-	-	-	-	-	129	129	129
President	May 26, 2023	Vancouver, BC	CAUBO FBS Workshop	626	169	434	250	1,478	77	-	77	1,555
President	June 4, 2023, to June 7, 2023	Niagara Falls, ON	CACUSS 2023 Conference	2,251	476	1,070	767	4,564	83	21	104	4,668
President	June 21, 2023, to June 22, 2023	Edmonton, AB	Government Meetings	-	-	-	-	-	56	316	372	372
				7,011	895	2,160	1,017	11,083	333	487	819	11,901.97

2) Hosting and Working Session Expenses

Mount Royal University Policy provides for hosting and working session expenses to be reimbursed for University business activity. Business activity can include meetings with external parties(E) and MRU employees (M).

Position:	Dates:	Purpose	Location	Received Expenses				Non-Received Expenses			Grand Total
				Meals	Transportation *	Other	Sub-total	Meals & Incidentals	Other Transportation *	Sub-Total	
President	April 3, 2023	Internal Meeting (2M)	Calgary, AB	58	-	-	58	-	2	-	60
President	April 4, 2023	External Meeting (1M)	Calgary, AB	-	-	-	-	-	6	-	6
President	April 11, 2023	External Event (1M)	Calgary, AB	-	-	-	-	-	11	-	11
President	April 17, 2023	External Meeting (1M)	Calgary, AB	-	-	-	-	-	4	-	4
President	April 18, 2023	External Event (1M)	Calgary, AB	-	-	-	-	-	23	-	23
President	May 5, 2023	External Meeting (1M, 2E)	Calgary, AB	103	-	-	103	-	2	-	105
President	May 9, 2023	Internal Meeting (1M)	Calgary, AB	-	-	-	-	-	1	-	1
President	May 9, 2023	External Meeting (1M)	Calgary, AB	-	-	-	-	-	5	-	5
President	May 11, 2023	External Meeting (1M)	Calgary, AB	-	-	-	-	-	9	-	9
President	May 12, 2023	Internal Meeting (2M)	Calgary, AB	64	-	-	64	-	2	-	66
President	May 15, 2023	External Meeting (1M)	Calgary, AB	-	-	-	-	-	9	-	9
President	May 17, 2023	Internal Meeting (7M)	Banff, AB	894	-	-	894	-	-	-	894
President	May 17, 2023	Internal Meeting (2M)	Calgary, AB	34	-	-	34	-	-	-	34
President	June 14, 2023	External Meeting (1M)	Calgary, AB	-	-	-	-	-	7	-	7
President	June 17, 2023	External Event (1M)	Calgary, AB	-	-	-	-	-	6	-	6
President	June 22, 2023	External Event (1M)	Calgary, AB	-	-	9	9	-	7	-	16
President	June 29, 2023	External Event (1M)	Calgary, AB	-	-	-	-	-	9	-	9
				1,153	9	-	1,162	-	104	-	1,265