



Travel, Hospitality and Working Session Expense Report

Aminah Robinson, Vice-President (Research and Innovation)

For the period January 2023 to March 2023

Overview

The University of Alberta is accountable for the prudent and effective stewardship of University funds and is committed to providing transparency by reporting travel, hospitality and working session expenses incurred by members of its senior executive team on a quarterly basis.

Travel Expenses			
Item #	Date	Description	Amount
1	November 10-23, 2022	2022 United Nations Climate Change Conference (COP27) and other business meetings in Egypt	\$ 10,266.31
2	March 1-3, 2023	WestVac/VPR annual meeting in Victoria, BC	\$ 1,422.88
3	January 28, 2023	Edmonton Chamber of Commerce Ball	\$ 97.91
4	April 25-27, 2023	Canadian Hydrogen Convention	\$ 1,464.52
5	November 2022 to January 2023	Parking expenses for multiple in town meetings	\$ 88.82
Total			\$ 13,340.44

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	December 12, 2022	Lunch meeting with Doug Holt, AVP Alberta Innovates	\$ 52.48
Total			\$ 52.48

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	2022 United Nations Climate Change Conference (COP27) and other business meetings in Egypt					
Date	November 10-23, 2022					
Location	Cairo and Sharm El Sheikh					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$39.94	\$434.99	\$8,424.77	\$705.87	\$660.74	\$10,266.31
Notes	Hotel: 8 nights Other: visa service fee Other expenses were reported in the third quarter of fiscal 2023.					

Travel Expense – Item # 2						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	WestVac/VPR annual meeting					
Date	March 1-3, 2023					
Location	Victoria, BC					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$44.49	\$360.89	\$360.69	\$96.28	\$560.53	\$1,422.88
Notes	Hotel: 8 nights Other: registration					

Travel Expense – Item # 3						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Edmonton Chamber of Commerce Ball					
Date	January 28, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$94.52	\$0.00	\$3.39	\$0.00	\$97.91
Notes						

Travel Expense – Item # 4						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Canadian Hydrogen Convention					
Date	April 25-27, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$1,464.52	\$1,464.52
Notes	Other: registration					

Travel Expense – Item # 5						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Parking expenses for multiple in town meetings					
Date	November 2022 to January 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Notes						

Amount	\$0.00	\$88.82	\$0.00	\$0.00	\$0.00	\$88.82
Notes						

¹ Other travel expense includes incidentals such as conference registration, parking, telephone/internet charges, travel insurance, baggage or seat selection fees, travel visa, vaccinations



Detail for Hospitality and Working Session Expenses

Hospitality / Working Session Expense – Item # 1			
For	Aminah Robinson, Vice-President (Research and Innovation)		
Description/Purpose	Hospitality: Lunch meeting with Doug Holt, AVP Alberta Innovates		
Date	December 12, 2022		
Location	Earls, Edmonton		
Type of Expense	Meals	Other²	Total
Amount	\$52.48	\$0.00	\$52.48
Notes	2 attendees		

² Other hospitality expenses include accommodation, transportation and other amenities provided in connection with the event. Other working session expenses include parking and miscellaneous expenses incidental to the event.