



Travel, Hospitality and Working Session Expense Report

Aminah Robinson, Vice-President (Research and Innovation)

For the period October 2022 to December 2022

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	June 3-4, 2022	Female Founders and Funders Summit (Alberta Innovates workshop)	\$116.16
2	June 5-9, 2022	Business meetings in Mexico	\$208.13
3	July 24-27, 2022	Pacific NorthWest Economic Region Conference	\$2,209.72
4	September 1-2, 2022	UA Board of Governors retreat	\$378.84
5	September 27-29, 2022	Meetings and attendance at Research Canada Stakeholder Action Roundtable	\$2,592.63
6	November 10-23, 2022	2022 United Nations Climate Change Conference (COP27) and other business meetings in Egypt	\$5,007.20

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	August 4, 2022	Hospitality: Lunch meeting with Jerry Bellikka, Minister of Energy at Government of Alberta (2 attendees)	\$60.88
2	August 10, 2022	Hospitality: Lunch meeting with Stephanie McCabe, Deputy City Manager of Urban Planning and Economy (2 attendees)	\$50.45
3	August 16, 2022	Hospitality: Lunch meeting Dr. Olle Lagerquist, AVP Industry Solutions and Dr. Jelena Bajic, Managing Director, Research Operations from NAIT (3 attendees)	\$131.64
4	September 22, 2022	Hospitality: Lunch meeting with Paul de Jong, Progressive Contractors Association of Canada (PCA) (2 attendees)	\$77.67

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Female Founders and Funders Summit (Alberta Innovates workshop)					
Date	June 3 to 4, 2022					
Location	Banff, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$116.16		\$116.16
Notes	Other expenses were reported in the second quarter of fiscal 2023.					

Travel Expense – Item # 2						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Business meetings in Mexico					
Date	June 5 to 9, 2022					
Location	Monterrey, Mexico					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$208.13	\$0.00	\$208.13
Notes	Other expenses were reported in the first and second quarters of fiscal 2023.					

Travel Expense – Item # 3						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Pacific NorthWest Economic Region Conference					
Date	July 24 to 27, 2022					
Location	Calgary, Alberta					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$308.82	\$639.96	\$74.56	\$1,186.38	\$2,209.72
Notes	Hotel: 3 nights Other: registration Fee Other expenses were reported in the second quarter of fiscal 2023.					

Travel Expense – Item # 4						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	UA Board of Governors retreat					
Date	September 1 to 2, 2022					
Location	Camrose, Alberta					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$123.91	\$144.82	\$110.11	\$0.00	\$378.84
Notes	Hotel: 1 night					

Travel Expense – Item # 5						
For	Aminah Robinson, Vice-President (Research and Innovation)					
Description/Purpose	Meetings and attendance at Research Canada Stakeholder Action Roundtable					
Date	September 27 to 29, 2022					
Location	Ottawa, Ontario					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$1,287.98	\$302.25	\$794.11	\$179.44	\$28.85	\$2,592.63
Notes	Hotel: 2 nights					

Travel Expense – Item # 6						
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 to 23, 2022					
Location	Cairo and Sharm El Sheikh					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$4,994.02	\$0.00	\$0.00	\$0.00	\$13.18	\$5,007.20
Notes	Balance of expenses will be reported in fourth quarter of fiscal 2023					

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 Jerry Bellikka, Minister of Energy at Government of Alberta		
Date	August 4, 2022		
Location	Earls, Edmonton		
Type of Expense	Meals	Other2	Total
Amount	\$60.88	\$0.00	\$60.88
Notes	2 attendees		

Hospitality / Working Session Expense – Item # 2			
For	Aminah Robinson, Vice-President (Research and Innovation)		
Description/Purpose	Hospitality: Lunch meeting with Stephanie McCabe, Deputy City Manager of Urban Planning and Economy		
Date	August 10, 2022		
Location	Dalla Tavola Zenari, Edmonton		
Type of Expense	Meals	Other2	Total
Amount	\$40.77	\$9.68	\$50.45
Notes	2 attendees		

Hospitality / Working Session Expense – Item # 3			
For	Aminah Robinson, Vice-President (Research and Innovation)		
Description/Purpose	Hospitality: Lunch meeting Dr. Olle Lagerquist, AVP Industry Solutions and Dr. Jelena Bajic, Managing Director, Research Operations from NAIT		
Date	August 16, 2022		
Location	Earls, Edmonton		
Type of Expense	Meals	Other2	Total
Amount	\$131.64	\$0.00	\$131.64
Notes	3 attendees		

Hospitality / Working Session Expense – Item # 4			
For	Aminah Robinson, Vice-President (Research and Innovation)		
Description/Purpose	Hospitality: Lunch meeting with Paul de Jong, Progressive Contractors Association of Canada (PCA)		
Date	September 22, 2022		
Location	Earls, Edmonton		
Type of Expense	Meals	Other2	Total
Amount	\$77.67	\$0.00	\$77.67
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.