



Travel, Hospitality and Working Session Expense Report

Bill Flanagan, President and Vice-Chancellor

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	August 22-23, 2022	Ottawa, ON: Government meetings	\$535.05
2	August 24-25, 2022	Toronto, ON: U15 meetings	\$157.20
3	September 1-2, 2022	Camrose, AB: Board Retreat	\$254.93
4	September 25-26, 2022	Calgary, AB: Grand opening of Infosys	\$924.51
5	October 4-12, 2022	Calgary, AB and New York, NY: Donor meetings, Alumni events, Times Higher Education World Academic Summit	\$1,448.92

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	August 9, 2022	Barbecue for neighbours around President's Residence to build foundation for good relations.	\$5,210.97
2	September 7, 2022	Lunch with President & CEO of University of Alberta Properties Trust	\$60.57
3	September 9, 2022	Lunch with Director of University of Alberta Properties Trust board	\$61.18
4	September 12, 2022	Dinner with Donor and former Chancellor	\$275.25
5	September 27, 2022	Dinner with Honorary Degree recipient	\$274.69
6	October 17, 2022	Dinner with Alumnus/Donor	\$1,353.98
7	October 19, 2022	Dinner with Amii leadership and researchers	\$1,963.88

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Government meetings					
Date	August 22-23, 2022					
Location	Ottawa, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$148.47	\$386.58	\$0.00	\$0.00	\$535.05
Notes	One night in hotel, ground transportation to and from airport, hotel and meetings Other expenses to be disclosed in a future quarter					

Travel Expense – Item # 2						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	U15 meetings					
Date	August 24-25, 2022					
Location	Toronto, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$157.20	\$0.00	\$0.00	\$0.00	\$157.20
Notes	Ground transportation to and from airport, hotel and meetings Other expenses to be disclosed in a future quarter					

Travel Expense – Item # 3						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Board Retreat					
Date	September 1-2, 2022					
Location	Camrose, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$144.82	\$110.11	\$0.00	\$254.93
Notes	One night in hotel					

Travel Expense – Item # 4						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Grand opening of Infosys					
Date	September 25-26, 2022					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$657.91	\$0.00	\$266.60	\$0.00	\$0.00	\$924.51

Notes	One night in hotel
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Travel Expense – Item # 5						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose	Donor meetings, Alumni events and Times Higher Education World Academic Summit					
Date	Oct 4-12, 2022					
Location	Calgary, AB and New York, NY					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$1,448.92	\$0.00	\$0.00	\$0.00	\$0.00	\$1,448.92
Notes	Other expenses to be disclosed in a future quarter					

Travel Expense – Item # 6						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose						
Date						
Location						
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						

Travel Expense – Item # 7						
For	Bill Flanagan, President and Vice-Chancellor					
Description/Purpose						
Date						
Location						
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						

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	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Hosted barbecue for neighbours around President's Residence to build foundation for good relations.		
Date	9-Aug-22		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$5,210.97	\$0.00	\$5,210.97
Notes	Catered meal		

Hospitality / Working Session Expense – Item #2			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Lunch with President & CEO of University of Alberta Properties Trust		
Date	7-Sep-22		
Location	Vi's for Pies		
Type of Expense	Meals	Other2	Total
Amount	\$60.57	\$0.00	\$60.57
Notes	2 Attendees		

Hospitality / Working Session Expense – Item #3			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Lunch with Director of University of Alberta Properties Trust		
Date	9-Sep-22		
Location	Earl's		
Type of Expense	Meals	Other2	Total
Amount	\$61.18	\$0.00	\$61.18
Notes	2 Attendees		

Hospitality / Working Session Expense – Item #4			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Donor and former Chancellor		
Date	12-Sep-22		
Location	Braven		
Type of Expense	Meals	Other2	Total
Amount	\$232.66	\$42.59	\$275.25
Notes	4 attendees Other expense is parking		

Hospitality / Working Session Expense – Item #5			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Honorary Degree recipient		
Date	27-Sep-22		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$0.00	\$274.69	\$274.69
Notes	Hosting services Other expenses to be disclosed in a future quarter		

Hospitality / Working Session Expense – Item #6			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Alumnus/Donor		
Date	17-Oct-22		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$1,353.98	\$0.00	\$1,353.98
Notes	6 Attendees Catered meal		

Hospitality / Working Session Expense – Item #7			
For	Bill Flanagan, President and Vice-Chancellor		
Description/Purpose	Dinner with Amii leadership and researchers		
Date	19-Oct-22		
Location	President's Residence		
Type of Expense	Meals	Other2	Total
Amount	\$1,963.88	\$0.00	\$1,963.88
Notes	10 attendees Catered meal		

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.