



Travel, Hospitality and Working Session Expense Report

Kate Chisholm, Chair, Board of Governors

For the period July 2024 to September 2024

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	February 15, 2024	Edmonton, AB: Parking for working lunch with board member	\$ 5.85
2	May 2-4, 2024	London, ON: 2024 Canadian University Board Associations Conference	\$ 1,712.05
3			\$ -

\$ 1,717.90

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	June 4, 2024	Hospitality: Working lunch with board member	\$ 51.00
2			\$ -
3			\$ -
4			\$ -
5			\$ -
6			\$ -
7			\$ -
8			\$ -
9			\$ -
10			\$ -
11			\$ -

\$ 51.00

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Kate Chisholm, Chair, Board of Governors					
Description/Purpose	Parking for working lunch with board member					
Date	February 15, 2024					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$ -	\$ -	\$ -	\$ -	\$ 5.85	\$ 5.85
Notes	Other 1: Parking					

Travel Expense – Item # 2						
For	Kate Chisholm, Chair, Board of Governors					
Description/Purpose	2024 Canadian University Board Associations Conference					
Date	May 2-4, 2024					
Location	London, ON					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$ 1,008.33	\$ 153.10	\$ 358.62	\$ 105.00	\$ 87.00	\$ 1,712.05
Notes	Other transport: Mileage from home to Edmonton airport and taxi from London airport to hotel. Other 1: Parking at the Edmonton airport.					

Travel Expense – Item # 2						
For						
Description/Purpose						
Date						
Location						
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$ -	\$ -	\$ -	\$ -		\$ -
Notes						

Travel Expense – Item # 3						
For						
Description/Purpose						
Date						
Location						
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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

\$ 1,008.33 \$ 153.10 \$ 358.62 \$ 105.00 \$ 87.00 \$ 1,712.05

Detail for Hospitality and Working Session Expenses

Hospitality / Working Session Expense – Item #1				
For	Kate Chisholm, Chair, Board of Governors			
Description/Purpose	Working lunch with board member			
Date	June 4, 2024			
Location	University Club, Edmonton, AB			
Type of Expense	Meals	Other2	Total	
Amount	\$ 51.00	\$ -	\$ 51.00	
Notes	Meals: 2 attendees			

Hospitality / Working Session Expense – Item #2				
For	Kate Chisholm, Chair, Board of Governors			
Description/Purpose				
Date				
Location				
Type of Expense	Meals	Other2	Total	
Amount	\$ -	\$ -	\$ -	
Notes				

Hospitality / Working Session Expense – Item #3				
For	Kate Chisholm, Chair, Board of Governors			
Description/Purpose				
Date				
Location				
Type of Expense	Meals	Other2	Total	
Amount	\$ -	\$ -	\$ -	
Notes				

Hospitality / Working Session Expense – Item #4				
For	Kate Chisholm, Chair, Board of Governors			
Description/Purpose				
Date				
Location				
Type of Expense	Meals	Other2	Total	
Amount	\$ -	\$ -	\$ -	
Notes				

Hospitality / Working Session Expense – Item #5				
For	Kate Chisholm, Chair, Board of Governors			
Description/Purpose				
Date				
Location				
Type of Expense	Meals	Other2	Total	
Amount	\$ -	\$ -	\$ -	
Notes				

Hospitality / Working Session Expense – Item #6				
For	Kate Chisholm, Chair, Board of Governors			
Description/Purpose				
Date				
Location				
Type of Expense	Meals	Other2	Total	
Amount	\$ -	\$ -	\$ -	
Notes				

Hospitality / Working Session Expense – Item #7			
For	Kate Chisholm, Chair, Board of Governors		
Description/Purpose			
Date			
Location			
Type of Expense	Meals	Other2	Total
Amount	\$ -	\$ -	\$ -
Notes			

Hospitality / Working Session Expense – Item #8			
For	Kate Chisholm, Chair, Board of Governors		
Description/Purpose			
Date			
Location			
Type of Expense	Meals	Other2	Total
Amount	\$ -	\$ -	\$ -
Notes			

Hospitality / Working Session Expense – Item #9			
For	Kate Chisholm, Chair, Board of Governors		
Description/Purpose			
Date			
Location			
Type of Expense	Meals	Other2	Total
Amount	\$ -	\$ -	\$ -
Notes			

Hospitality / Working Session Expense – Item #10			
For	Kate Chisholm, Chair, Board of Governors		
Description/Purpose			
Date			
Location			
Type of Expense	Meals	Other2	Total
Amount	\$ -	\$ -	\$ -
Notes			

Hospitality / Working Session Expense – Item #11			
For	Kate Chisholm, Chair, Board of Governors		
Description/Purpose			
Date			
Location			
Type of Expense	Meals	Other2	Total
Amount	\$ -	\$ -	\$ -
Notes			

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.

\$ 51.00 \$ - \$ 51.00