

## Travel, Hospitality and Working Session Expense Report

Kate Chisholm, Chair, Board of Governors

For the period October 1, 2019 to December 31, 2019

### 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 23, 2019	Edmonton, AB: Meeting with University Secretary and Partner, Caldwell Partners.	\$8.00

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
2	September 3, 2019	Hospitality: Lunch Meeting with a Board Chair Emeritus (2 attendees)	\$63.33

**Detail for Travel Expenses**

Travel Expense – Item # 1						
For	Kate Chisholm, Chair, Board of Governors					
Description/Purpose	Meeting with University Secretary and Partner, Caldwell Partners					
Date	August 23, 2019					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other <sup>1</sup>	Total
Amount					\$8.00	\$8.00
Notes	<b>Other <sup>1</sup></b> : Parking at Impark Lot					

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