Travel, Hospitality and Working Session Expense Report
Michael Phair, Chair, Board of Governors
For the period April 1, 2016 to June 30, 2016

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.

<table>
<thead>
<tr>
<th>Travel Expenses</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item #</td>
<td>Date</td>
<td>Amount</td>
</tr>
<tr>
<td>1</td>
<td>07-Mar-16</td>
<td>Camrose, AB - trip to Augustana Campus for meetings with students</td>
</tr>
<tr>
<td>2</td>
<td>April 28 - 30</td>
<td>Halifax, NS - airfare to attend Annual Canadian University Board Chairs Association Conference (CUBA)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hospitality and Working Session Expenses</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item #</td>
<td>Date</td>
<td>Amount</td>
</tr>
<tr>
<td>3</td>
<td>09-Mar-16</td>
<td>Hospitality Session with GSA and SU (Presidents and President-Elects)</td>
</tr>
</tbody>
</table>
## Detail for Travel Expenses

### Travel Expense – Item 1

<table>
<thead>
<tr>
<th>For</th>
<th>Michael Phair, Board Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description/Purpose</td>
<td>Travel by private automobile to Camrose to attend Augustana Pride Week Kickoff Ceremony &amp; tour of Campus</td>
</tr>
<tr>
<td>Date</td>
<td>07-Mar-16</td>
</tr>
<tr>
<td>Location</td>
<td>Camrose, Alberta</td>
</tr>
<tr>
<td>Type of Expense</td>
<td>Airfare</td>
</tr>
<tr>
<td>Amount</td>
<td>$119.00</td>
</tr>
<tr>
<td>Notes</td>
<td>Travel by private automobile to Camrose (238 km)</td>
</tr>
</tbody>
</table>

### Travel Expense – Item 2

<table>
<thead>
<tr>
<th>For</th>
<th>Michael Phair, Board Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description/Purpose</td>
<td>Airfare for travel to Canadian University Board Chairs Association Annual Conference</td>
</tr>
<tr>
<td>Date</td>
<td>April 28 - 30, 2016</td>
</tr>
<tr>
<td>Location</td>
<td>Halifax, Nova Scotia</td>
</tr>
<tr>
<td>Type of Expense</td>
<td>Airfare</td>
</tr>
<tr>
<td>Amount</td>
<td>$954.20</td>
</tr>
<tr>
<td>Notes</td>
<td>Airfare for travel to Canadian University Board Chairs Association Annual Conference. Registration for the conference was reported last quarter. Additional expenses will be reported in the next quarter.</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Hospitality / Working Session Expense – Item 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
</tr>
<tr>
<td>Description/Purpose</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>Location</td>
</tr>
<tr>
<td>Type of Expense</td>
</tr>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>Notes</td>
</tr>
</tbody>
</table>

¹ 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.