

Wainwright-Stewart, Alice

President

Aug-22

1) Travel Expenses and Professional Development

This includes all reimbursable expenses for travel activities while on College Business, attendance at and/or presenting at conferences, participating with professional organizations, and participating in professional development.

* "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc.

** "Meals" and incidentals are reimbursed on a per diem basis while on business travel

*** "Other" includes conference and professional development registration fees, and other miscellaneous travel expenses

Dates:	Destination	Purpose	Airfare	Other Transportation*	Accommodation	Meals **	Other ***	Total	Expense Report ID
August 3, 2022	Irma, AB	Meet with Board member		94				94	38097
August 5, 2022	Spruce Grove, AB	Meet with Board member		293				293	38097
August 19, 2022	Edmonton, AB	Meet with Assistant Deputy Minister		262				262	38097, 38271
August 23, 2022	Edmonton, AB	Attend CCC Presidents' Meeting/Retreat		251				251	38097
August 29, 2022	Lloydminster, AB	Meet with Academic Staff Board member		42				42	38097

2) Hospitality Expenses

Lakeland College Policy provides for hosting expenses to be reimbursed for College business activity

Business activity can include meetings with external parties(Ex) and LC employees (Int).

Dates:	Purpose	Location	Amount	Expense Report ID
August 5, 2022	Lunch meeting with Public Board Member; 1 (Ex)	Spruce Grove, AB	91	38125
August 8, 2022	Lunch meeting with CEO of Technology Alberta; 1 (Ex)	Vermilion, AB	38	38125
August 16, 2022	Lunch meeting with Board Chair; 1 (Ex)	Lloydminster, AB	53	38271
August 29, 2022	Lunch meeting with Academic Staff Board member; 1 (Ex)	Lloydminster, AB	44	38125
			Total	226