

Wainwright-Stewart, Alice

President

Feb-23

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
Feb 1 - 3, 2023	Calgary, AB	President Meetings/CCC (Comprehensive Community College) Presidents Retreat/Saskatchewan CEO Council meeting	1,008	155	802	50		2,015	39083, 39285, 39286
6-Feb-23	St. Paul, AB	Meeting with Alberta HUB and Minister of Jobs, Economy and Northern Development		101				101	39083
17-Feb-23	St. Paul, AB	Alberta HUB Meeting		101				101	39083

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
none			-	
			Total	-