

Wainwright-Stewart, Alice

President

Jul-19

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						Expense
			Airfare	Other Transportation *	Accommodation	Meals **	Other ***	Report ID
2-Jul-19	Edmonton, AB	Meeting with Assistant Deputy Minister, Advanced Education		180				33910, 33913
26-Jul-19	Edmonton, Abq	Meeting with Alberta Innovates		171				33913

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
02-Jul-19	Lunch meeting with Public Board Member. 1 (Ex)	Sherwood Park, AB	42	33910
15-Jul-19	Lunch meeting with Public Board Member. 1 (Ex)	Lloydminster, AB	39	33912
16-Jul-19	Lunch meeting with Saskatchewan MLA. 1 (Ex)	Lloydminster, AB	34	33912
			Total	115