

**Date:** October 1 to December 31, 2017

**1) Business 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, etc.
- \*\* "Meals and Incidentals" at RRC are reimbursed on a per diem basis while on business travel
- \*\*\* "Other" includes conference and professional development registration fees and other miscellaneous business expenses.

Position	Dates	Destination	Purpose	Receipted Expenses					Non-Receipted		Sub-total	Grand Total	
				Airfare	Other Transportation*	Accommodation	Meals	Other***	Meals** & Incidentals	Other Transportation*			
President	November 1-7,2017	Ottawa, ON	BHER and Polytechnics Canada Meetings	\$469.71	\$40.00	\$1,412.98	\$328.10		\$2,250.79			\$2,250.79	
President	October 13-19, 2017	Shenyang, China	Opening Cermeonies - Sheyang School of Engineering	\$985.87		\$511.17	\$302.65		\$1,799.69			\$1,799.69	
									\$0.00			\$0.00	
				<b>\$1,455.58</b>	<b>\$40.00</b>	<b>\$1,924.15</b>	<b>\$630.75</b>	<b>\$0.00</b>	<b>\$4,050.48</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,050.48</b>

**2) Business Meetings and Working Session Expenses**

Red River College Policy provides for hosting and working session expenses to be reimbursed for College business activity

Business activity can include meetings with external parties and RRC employees

- \* "Community Relations" includes meetings with community members, Board of Directors that the President is a member, community partners
- \*\* "Leadership Development" includes meetings with consultants and partners that are part of helping RRC leadership.

Position	Dates	Destination	Purpose	Receipted Expenses					Meals & Other		Sub-total	Grand Total	
				Airfare	Other Transportation	Accommodation	Other	Meals & Incidentals	Other Transportation				
President	6/23/2017	Winnipeg, MB	Parking: Post Secondary Partner Convocation			\$14.00			\$14.00			\$0.00	\$14.00
President	9/7/2017	Winnipeg, MB	Parking: Community Partner Luncheon			\$14.00		\$75.00	\$89.00			\$0.00	\$89.00
			Luncheon: Guests from partner school - Shenyang Insitute of Engineering						\$0.00	\$471.40		\$471.40	\$471.40
President	9/29/2017	Winnipeg, MB	Lunch meeting: Government representative						\$0.00	\$64.65		\$64.65	\$64.65
President	10/2/2017	Winnipeg, MB	Parking: Government Relations			\$14.00			\$14.00			\$0.00	\$14.00
President	10/3/2017	Winnipeg, MB	Parking: Government Relations			\$14.00			\$14.00			\$0.00	\$14.00
President	10/10/2017	Winnipeg, MB	Breakfast Meeting: Post Secondary Partner						\$0.00	\$34.44		\$34.44	\$34.44
President	10/25/2017	Winnipeg, MB	Parking: Community Partner Luncheon			\$12.00			\$12.00			\$0.00	\$12.00
President	10/27/2017	Winnipeg, MB	Parking: Community Partner Meeting			\$6.00			\$6.00			\$0.00	\$6.00
President	11/14/2017	Winnipeg, MB	Breakfast Meeting: Community Partner						\$0.00	\$25.99		\$25.99	\$25.99
President	11/14/2017	Winnipeg, MB	Parking: Community Partner Luncheon			\$10.00			\$10.00			\$0.00	\$10.00
President	11/15/2017	Winnipeg, MB	Breakfast Meeting: Capital Campaign						\$0.00	\$32.48		\$32.48	\$32.48
President	10/23/2017	Steinbach, MB	Kms: Apprenticeship Manitoba Consultation Session			\$73.60			\$73.60			\$0.00	\$73.60
President	11/9/2017	Winnipeg, MB	Kms: Steinbach Campus meetings			\$73.60			\$73.60			\$0.00	\$73.60
President	11/16/2017	Winnipeg, MB	Kms: Selkirk Campus meetings			\$27.60			\$27.60			\$0.00	\$27.60
President	11/15/2017	Winnipeg, MB	Parking: Community Partner event			\$12.00			\$12.00			\$0.00	\$12.00
President	11/16/2017	Winnipeg, MB	Parking: Community Partner event			\$5.00			\$5.00			\$0.00	\$5.00
President	11/17/2017	Winnipeg, MB	Parking: Community Partner meeting			\$12.00			\$12.00			\$0.00	\$12.00
President	11/20/2017	Winnipeg, MB	Parking: Community Partner meeting			\$8.00			\$8.00			\$0.00	\$8.00
President	11/22/2017	Lake Manitoba, MB	Kms: Visit to Lake Manitoba First Nations course			\$155.48			\$155.48			\$0.00	\$155.48
President	11/22/2017	Lake Manitoba, MB	Lunch meeting: Community partners						\$0.00	\$47.04		\$47.04	\$47.04
President	11/24/2017	Winnipeg, MB	Parking: Community Partner Event			\$14.00			\$14.00			\$0.00	\$14.00
President	11/28/2017	Winnipeg, MB	Lunch Meeting: Community partner						\$0.00	\$48.08		\$48.08	\$48.08
President	11/29/2017	Steinbach, MB	Kms: Community Partner Meeting - Steinbach			\$73.60			\$73.60	\$33.22		\$33.22	\$106.82
				<b>\$0.00</b>	<b>\$538.88</b>	<b>\$0.00</b>	<b>\$75.00</b>	<b>\$613.88</b>	<b>\$757.30</b>	<b>\$0.00</b>	<b>\$757.30</b>	<b>\$1,371.18</b>	