



Northern Lakes College Executive Team Expense Report

Name: Madeline McVey, Vice-President, Academic

Expenses Processed: May 1, 2014 to Jun 30, 2014

Travel

* "Other Transportation" includes fuel, taxis, private vehicles, rental vehicles and so forth while on travel status.

** "Other" includes incidentals such as long distance telephone calls and per diem while on travel status.

Travel date(s)		Destination and Rationale	Airfare	Other Transportation*	Accommodation	Meals	Other	Total
May 8/14	May 9/14	ARDN Conference - Grande Prairie			\$ 119.99			\$ 119.99
May 21/14	May 22/14	Digital Learning Forum - Edmonton			\$ 118.41			\$ 118.41
Jun 19/14	Jun 20/14	SAO Mtg - Edmonton			\$ 269.52		\$ 30.00	\$ 299.52

Hospitality and working Sessions

- Hospitality expenses are incurred when, in the course of doing business or as a courtesy, Northern Lakes College Staff pay for food and beverage or other related expenses for someone not employed by the College.
- A working session is a non-travel meal expense at a commercial eating establishment while in the course of conducting office business.

Date	Description and Rationale	Amount
Jun 23/14	Faculty Negotiations meeting supper	\$ 82.69