

Expense Report
For The Office Of President and Vice Chancellor, Andrew Petter
For the Period from April 1, 2013 to March 31, 2014

Expense Description	Amount
Travel	62,300.16
Hospitality	8,496.40
Community Engagement Events	413.00
Total President Expenses 2013/2014	<u>71,209.56</u>

The Amount represents the total amount attributed to the President pursuant to the requirements of the Financial Information Act with its regulations and directives

Simon Fraser University is committed to good governance and transparency. Annual expense reporting advances transparency. Fiscal responsibility, sound administration, and conscientious internal audit support good governance.

Travel
For The Office Of President and Vice Chancellor, Andrew Petter
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Travel expenses in 2013/2014		
Date of Event	Expense Description	Amount
Nov 10 - 21, 2012	Asia (Note 1)	135.05
Feb 10 - 12, 2013	Montreal/Toronto - meetings (Note 1)	171.80
Mar 14 - 17, 2013	New York City (Note 1)	65.34
Apr 14 - 15, 2013	Ottawa - Research Prop meeting	2,820.33
Apr 22 - 24, 2013	Calgary - AUCC meetings	1,754.25
May 13 - 15, 2013	Barcelona - 6th Int'l Barcelona Conference on Higher Education (Note 1)	2,388.97
June 18 - 20, 2013	Victoria - University of Victoria's president dinner and meetings	1,391.55
June 21, 2013	Edmonton - meetings	696.12
Jul 3 - Aug 2, 2013	Israel - Canadian Universities Presidents - CIBA, AUCC (Note 1)	214.36
Sept 12 - 13, 2013	Kamloops - RUCBC meetings	733.06
Oct 17 - 20, 2013	San Francisco - SFU Alumni Event: Reception with the President	2,382.38
Oct 21 - 23, 2013	Ottawa - AUCC meetings	3,037.51
October 28, 2013	Calgary - SFU Alumni Event: Reception with the President	710.09
Nov 9 - 24, 2013	China	11,909.83
Dec 1 - Dec 3, 2013	Montreal - AUCC meetings	2,560.79
Jan 16 - 26, 2014	India - International education	11,783.78
Feb 6 - 7, 2014	Toronto - AUCC meetings	2,162.40
Feb 7 - 8, 2014	Montreal - Legal Symposium	575.78
Mar 11 - 12, 2014	Montreal - SFU Alumni Event: Reception with the President	1,763.16
Mar 13, 2014	Toronto - SFU Alumni Event: Reception with the President	1,819.72
May 1 - 10, 2014	Chile - Delegation of Canada (Note 2)	7,437.79
Aug 13 - 19, 2014	London/Glasgow, UK - Academic Relations & Advancement (Note 2)	5,786.10
Total		62,300.16

Notes:

- 1 Portion of the trip's expenses were claimed and reported in prior year 2012/2013
2 Prepaid travel expenses for trip in next year 2014/2015

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Asia (Note 1)		Amount
Date of Event	Nov 10, 2012 - Nov 21, 2012	
Destination	Asia	
Air fare		
Other Transportation		52.05
Accommodation		
Meals		83.00
Misc		
Total		135.05
Notes	Air fare was claimed and reported in 2012/2013. Multiple country trip for academic and advancement meetings. To raise profile and develop partnerships in China, Taiwan and Hong Kong. Discussed potential Centre for Excellence with a focus on public health, environmental studies and arts/social sciences. Attended 7 universities/research institutes, 3 alumni receptions, Embassies, Consul General and Canadian Trade offices. Signed 9 MOUs, and arranged 2 student exchanges. Renewed 2 MOUs.	

Montreal/Toronto - meetings (Note 1)		Amount
Date of Event	Feb 10, 2013 - Feb 12, 2013	
Destination	Montreal/Toronto	
Air fare		
Other Transportation		98.00
Accommodation		6.00
Meals		67.80
Misc		
Total		171.80
Notes	Air fare was claimed and reported in 2012/2013. Attended seven advancement meetings.	

New York City (Note 1)		Amount
Date of Event	March 14, 2013 - March 17, 2013	
Destination	New York City	
Air fare		
Other Transportation		65.34
Accommodation		
Meals		
Misc		
Total		65.34
Notes	Air fare was claimed and reported in 2012/2013. Attended four advancement meetings.	

Ottawa - Research Prop meeting		Amount
Date of Event	April 14, 2013 - April 15, 2013	
Destination	Ottawa	
Air fare		2,468.96
Other Transportation		126.50
Accommodation		224.87
Meals		
Misc		
Total		2,820.33
Notes	Academic collaboration meetings (Ryerson, VOIT and Waterloo) along with federal government meetings regarding academic and research projects.	

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Calgary - AUCC meetings		Amount
Date of Event	April 22, 2013 - April 24, 2013	
Destination	Calgary	
Air fare		978.16
Other Transportation		102.00
Accommodation		599.26
Meals		74.83
Misc		
Total		1,754.25
Notes	The Association of Universities and Colleges of Canada (AUCC) is the national voice for Canadian universities and represents 97 public and private not-for-profit universities and university degree-level colleges. It is a membership organization providing university presidents with a unified voice and a forum for collective action. In addition, organized and attended advancement meetings.	

Barcelona - 6th Int'l Barcelona Conference on Higher Education (Note 1)		Amount
Date of Event	May 13, 2013 - May 15, 2013	
Destination	Frankfurt-Barcelona-Munich	
Air fare		
Other Transportation		338.33
Accommodation		1,788.99
Meals		261.65
Misc		
Total		2,388.97
Notes	Air fare and other expenses were claimed and reported in 2012/2013. GUNi is an international network created by UNESCO, the United Nations University and the Universitat Politècnica de Catalunya-Barcelona Tech following the 1998 UNESCO World Conference on Higher Education. Its mandate: to explore and promote the exchange of value between higher education and society globally.	

Victoria - University of Victoria's president dinner and meetings		Amount
Date of Event	June 18, 2013 - June 20, 2013	
Destination	Victoria	
Air fare		756.00
Other Transportation		90.00
Accommodation		345.55
Meals		200.00
Misc		
Total		1,391.55
Notes	Attended academic meetings, University of Victoria president's dinner, BC Minister of Advanced Education and Deputy Ministers.	

Edmonton - meetings		Amount
Date of Event	June 21, 2013	
Destination	Edmonton	
Air fare		638.66
Other Transportation		28.00
Accommodation		
Meals		29.46
Misc		
Total		696.12
Notes	Two advancement meetings with present and potential donors.	

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Israel - Canadian Universities Presidents - CIBA, AUCC (Note 1)		Amount
Date of Event	July 3, 2013 - August 2, 2013	
Destination	Israel	
Air fare		
Other Transportation		214.36
Accommodation		
Meals		
Misc		
Total		214.36
Notes	Air fare was claimed and reported in 2012/2013. Canadian President's visit to Israeli universities on science, technology and education, organized by AUCC/CIJA to promote collaboration between Canada and Israel. Had academic meetings with 5 universities/research institutes, and met with 4 government representatives of both Israel and Palestinian authorities. Completed an MOU between AUCC and the AUH (Association of University Heads in Israel).	

Kamloops - RUCBC meetings		Amount
Date of Event	Sept 12, 2013 - Sept 13, 2013	
Destination	Kamloops	
Air fare		563.06
Other Transportation		32.00
Accommodation		138.00
Meals		
Misc		
Total		733.06
Notes	The Research Universities' Council of British Columbia (RUCBC) represents the interests of the 6 major universities in British Columbia. Its mandate is to identify issues facing the universities, provide system wide leadership in the development of relevant public policy and communicate on behalf of the university system. RUCBC also provides a coordinating forum for its member universities and acts as a provincial focal point for dealing with the Government of BC and provincial or national bodies associated with universities.	

San Francisco - SFU Alumni Event: Reception with the President		Amount
Date of Event	Oct 17, 2013 - Oct 20, 2013	
Destination	San Francisco	
Air fare		591.70
Other Transportation		263.66
Accommodation		990.46
Meals		521.56
Misc		15.00
Total		2,382.38
Notes	Two advancement meetings, one Consul General meeting, and Alumni reception for alumni, donors, employers, Canadian and BC government representatives.	

Ottawa - AUCC meetings		Amount
Date of Event	Oct 21, 2013 - Oct 23, 2013	
Destination	Ottawa	
Air fare		2,436.81
Other Transportation		140.00
Accommodation		460.70
Meals		
Misc		
Total		3,037.51
Notes	AUCC meetings. President was a speaker on Leading Institutional Sustainability, and attended business and committee meetings.	

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Calgary - SFU Alumni Event: Reception with the President		Amount
Date of Event	October 28, 2013	
Destination	Calgary	
Air fare		659.66
Other Transportation		31.40
Accommodation		
Meals		19.03
Misc		
Total		710.09
Notes	Attended SFU Alumni reception of alumni, charter alumni, donors, co-op students and employers, and select government representatives.	

China		Amount
Date of Event	Nov 9, 2013 - Nov 24, 2013	
Destination	China	
Air fare		5,758.15
Other Transportation		747.51
Accommodation		5,243.32
Meals		160.85
Misc		
Total		11,909.83
Notes	China Scholarship Council meetings, met with four universities, signed 3 MOUs, met with Canadian Ambassador, attended CCICED (China Council of International Cooperation on Environment & Development) general meeting.	

Montreal - AUCC meetings		Amount
Date of Event	Dec 1, 2013 - Dec 3, 2013	
Destination	Montreal	
Air fare		2,010.35
Other Transportation		172.00
Accommodation		378.44
Meals		
Misc		
Total		2,560.79
Notes	AUCC meetings; Organized & attended advancement meeting.	

India - International education		Amount
Date of Event	Jan 16, 2014 - Jan 26, 2014	
Destination	India	
Air fare		7,541.75
Other Transportation		84.28
Accommodation		4,017.32
Meals		140.44
Misc		
Total		11,783.79
Notes	To progress SFU's academic, research, industry and government partnerships, networks and alliances with new and existing partners. MOU with India Oil in New Delhi, met with six academic and research institutions, Indian Council for Cultural Relations, High Commissioner, Consul General, ITT Bombay, ICCR Director General. Delivered lecture to Lady Shri Ram College for Women.	

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Toronto - AUCC meetings		Amount
Date of Event	Feb 6, 2014 - Feb 7, 2014	
Destination	Toronto	
Air fare		1,923.65
Other Transportation		127.00
Accommodation		
Meals		111.75
Misc		
Total		2,162.40
Notes	AUCC meetings, committee meetings, academic meeting with President of University of Toronto	

Montreal - Legal Symposium		Amount
Date of Event	Feb 7, 2014 - Feb 8, 2014	
Destination	Montreal	
Air fare		350.16
Other Transportation		84.00
Accommodation		141.62
Meals		
Misc		
Total		575.78
Notes	Connecting flight from Toronto; Professional development symposium	

Montreal - SFU Alumni Event: Reception with the President		Amount
Date of Event	March 11, 2014 - March 12, 2014	
Destination	Montreal	
Air fare		1,139.95
Other Transportation		131.00
Accommodation		371.29
Meals		120.92
Misc		
Total		1,763.16
Notes	Attended SFU Alumni reception of alumni, charter alumni, donors, co-op students and employers, and select government representatives.	

Toronto - SFU Alumni Event: Reception with the President		Amount
Date of Event	March 13, 2014	
Destination	Toronto	
Air fare		1,350.63
Other Transportation		135.00
Accommodation		334.09
Meals		
Misc		
Total		1,819.72
Notes	Attended SFU Alumni reception of alumni, charter alumni, donors, co-op students and employers, and select government representatives.	

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Chile - Delegation of Canada (Note 2)		Amount
Date of Event	May 1, 2014 - May 10, 2014	
Destination	Chile	
Air fare		7,437.79
Other Transportation		
Accommodation		
Meals		
Misc		
Total		7,437.79
Notes	The remaining expenses of this trip were reported in 2014/2015. To promote SFU's academic, research, and government partnerships, networks and alliances with new and existing partners. Met with four major universities/research institutes, signed two MOUs, met with government officials, Canadian Ambassador, Chilean Minister of Education, and enhanced exchange student relationship.	

London/Glasgow, UK - Academic Relations & Advancement (Note 2)		Amount
Date of Event	August 13, 2014 - August 19, 2014	
Destination	London/Glasgow, UK	
Air fare		4,816.09
Other Transportation		23.95
Accommodation		946.06
Meals		
Misc		
Total		5,786.10
Notes	The remaining expenses of this trip were reported in 2014/2015 Advancing Student Mobility Agreement and collaborations with Glasgow University; advancement and development meetings in both London and Glasgow; Alumni receptions. Attending 2014 SFU Pipeband Championships in Glasgow.	

Other transportation expenses include parking, taxi, toll fees and skytrain costs.

Hospitality
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Date of Event	Expense Description	Amount
2012/2013	Working dinner meeting	89.10
2012/2013	Working lunch meeting	80.19
2012/2013	Transportation expenses	109.20
Prior year's expenses recognized in current year		278.49

Date of Event	Description	Amount
Apr 2013	Transportation expenses for the month of April 2013	541.15
Apr 2013	Working lunch meeting	22.84
February 7, 2013	Working dinner meeting	26.67
March 13, 2013	Working dinner	19.50
March 20, 2013	Working meeting	8.02
March 20, 2013	Working lunch meeting	31.00
April 4, 2013	Working dinner meeting	27.54
April 9, 2013	Working lunch meeting	25.26
April 10, 2013	Working dinner meeting	21.89
April 17, 2013	Working lunch meeting	13.53
April 2013		737.40

Date of Event	Description	Amount
May 2013	Transportation expenses for the month of May 2013	289.10
May 2013	Working lunch meetings	54.87
May 7, 2013	Working lunch meeting	6.00
May 9, 2013	Working lunch meeting	44.07
May 28, 2013	Working dinner meeting	86.66
May 29, 2013	Working lunch meeting	19.63
May 31, 2013	Working lunch meeting	7.79
May 2013		508.12

Date of Event	Description	Amount
June 2013	Transportation expenses for the month of June 2013	535.92
June 3, 2013	Working dinner meeting	27.32
June 26, 2013	Working lunch meeting	32.85
June 2013		596.09

Date of Event	Description	Amount
July 2013	Transportation expenses for the month of July 2013	204.75
July 16, 2013	Working lunch meeting	23.53
July 16, 2013	Working dinner meeting	40.30
July 2013		268.58

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Date of Event	Description	Amount
Aug 2013	Transportation expenses for the month of August 2013	366.00
August 8, 2013	Working lunch meeting	27.29
August 9, 2013	Working lunch meeting	21.59
August 13, 2013	Working lunch meeting	42.06
August 16, 2013	Working lunch meeting	22.49
August 19, 2013	Working lunch meeting	30.10

August 2013 **509.52**

Date of Event	Description	Amount
Sept 2013	Transportation expenses for the month of September 2013	306.25
Sept 2013	Working lunch meetings	56.83
September 7, 2013	Working lunch meeting	5.22
September 21, 2013	Annual travel medical plan	202.40
September 23, 2013	Working dinner meeting	132.48
September 27, 2013	Working lunch meeting	13.63
September 30, 2013	Working lunch meeting	21.50

September 2013 **738.30**

Date of Event	Description	Amount
Oct 2013	Transportation expenses for the month of October 2013	336.00
October 31, 2013	Working dinner meeting	76.05

October 2013 **412.05**

Date of Event	Description	Amount
Nov 2013	Transportation expenses for the month of November 2013	304.65
November 1, 2013	Professional development	2,037.00
November 1, 2013	Working lunch meeting	14.70
November 4, 2013	Professional development	551.25
November 26, 2013	Professional development	157.50

November 2013 **3,065.10**

Date of Event	Description	Amount
Dec 2013	Transportation expenses for the month of December 2013	50.27
Dec 2013	Working dinner meetings	82.26
December 12, 2013	Working lunch meeting	25.06

December 2013 **157.59**

Hospitality
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Date of Event	Description	Amount
Jan 2014	Transportation expenses for the month of January 2014	212.25
Jan 2014	Working lunch meetings	24.94
January 2, 2014	Working lunch meeting	16.00
January 3, 2014	Working dinner meeting	100.46
January 8, 2014	Working lunch meeting	48.00
January 16, 2014	Working lunch meeting	34.95
January 29, 2014	Working lunch meeting	21.59
January 29, 2014	Working dinner meeting	20.00
January 30, 2014	Working dinner	11.01
January 2014		489.20

Date of Event	Description	Amount
Feb 2014	Transportation expenses for the month of February 2014	31.83
February 24, 2014	Working dinner meeting	37.89
February 28, 2014	Working lunch meeting	42.75
February 28, 2014	Working lunch meeting	31.50
February 2014		143.96

Date of Event	Description	Amount
Mar 2014	Transportation expenses for the month of March 2014	328.93
Mar 2014	Working lunch meetings	24.64
March 2, 2014	Working meeting refreshment	6.78
March 4, 2014	Working lunch meeting	28.55
March 7, 2014	Working lunch meeting	26.27
March 7, 2014	Working dinner meeting	20.84
March 13, 2014	Working dinner meeting	156.02
March 2014		592.01

Total Hospitality Expenses 2013/14 **8,496.40**

Notes:

- 1 Transportation expenses include parking, taxi, toll fees and skytrain
- 2 Working meals includes meetings with donors, industry representatives and other members of the community on University business

**Community Engagement Events
For The Office Of President and Vice Chancellor, Andrew Petter
For the Period from April 1, 2013 to March 31, 2014**

Date of Event	Expense Description	Amount
August 8, 2013	Dr. Sun Yat-Sen Garden Society - Event	130.00
February 19, 2014	SUCCESS Event	283.00
Total Community Engagement Event Expenses 2013/2014		<u>413.00</u>

Community Engagement Event expenses are costs related to attending fundraising and community events by the President