



A. Burke - VP College Services & Strategy, Travel Report (2024-Current)

Source	Claim/Invoice/Statement Date	Purpose	Start Date	End Date	Destination	Province	Expense Type	KM	Meals	Accom.	Other	Total
Expense Claim	25-Apr-24	Board Meeting	25-Apr-24	25-Apr-24	Dartmouth	NS	Mileage/Tolls	24			\$ 2.50	\$ 16.42
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Expense Claim	27-May-24	College Event	8-May-24	8-May-24	Ivany Campus	NS	Mileage/Tolls	28			\$ 2.50	\$ 18.74
Expense Claim	27-May-24	College Meeting	9-May-24	9-May-24	Akerley Campus	NS	Mileage/Tolls	24			\$ 2.50	\$ 16.42
Expense Claim	27-May-24	College Meeting	16-May-24	16-May-24	Brownlow Ave.	NS	Mileage/Tolls	20			\$ 2.50	\$ 14.10
Expense Claim	27-May-24	College Meeting	21-May-24	21-May-24	Ivany Campus	NS	Mileage/Tolls	28			\$ 2.50	\$ 18.74
Expense Claim	27-May-24	College Meeting	23-May-24	23-May-24	Akerley Campus	NS	Mileage/Tolls	24			\$ 2.50	\$ 16.42
Expense Claim	27-May-24	Business Meeting	27-May-24	27-May-24	Mount Saint Vincent University	NS	Mileage	7				\$ 4.06
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Expense Claim	27-Jun-24	Convocations	12-Jun-24	13-Jun-24	Mount Saint Vincent University	NS	Mileage	20				\$ 11.60
Expense Claim	27-Jun-24	Conference	21-Jun-24	27-Jun-24	Victoria	BC	Incidentals/Meals/Parking		\$ 175.00		\$ 162.30	\$ 337.30
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Credit Card	8-Jul-24	Conference	21-Jun-24	27-Jun-24	Victoria	BC	Taxis/Rental Car/Fuel				\$ 711.77	\$ 711.77
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Expense Claim	16-Jul-24	College Meeting	16-Jul-24	16-Jul-24	Eastern Shore District High School	NS	Mileage/Tolls	90			\$ 2.50	\$ 54.70
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Expense Claim	23-Aug-24	College Meeting	21-Aug-24	23-Aug-24	Grafton Street	NS	Mileage	30				\$ 17.40
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Credit Card	6-Sep-24	College Meeting	21-Aug-24	23-Aug-24	Grafton Street	NS	Taxis/Parking				\$ 52.21	\$ 52.21
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Credit Card	6-Nov-24	Board Meeting	16-Oct-24	18-Oct-24	Sydney Waterfront Campus	NS	Rental Car/Fuel				\$ 258.62	\$ 258.62
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Direct Billed	18-Oct-24	Board Meeting	16-Oct-24	18-Oct-24	Sydney Waterfront Campus	NS	Hotel			\$ 312.70		\$ 312.70
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Expense Claim	24-Oct-24	College Meeting	24-Oct-24	24-Oct-24	Akerley Campus	NS	Mileage/Tolls	24			\$ 2.50	\$ 16.42
Expense Claim	24-Oct-24	Board Meeting	16-Oct-24	18-Oct-24	Sydney Waterfront Campus	NS	Meals/Incidentals		\$ 115.00		\$ 10.00	\$ 125.00
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Expense Claim	5-Dec-24	College Meeting	2-Dec-24	2-Dec-24	Grafton Street	NS	Mileage	10				\$ 5.80
Expense Claim	5-Dec-24	College Meeting	5-Dec-24	5-Dec-24	Akerley Campus	NS	Mileage/Tolls	24			\$ 2.50	\$ 16.42
Reviewed by Internal Auditor: <i>Bue Spence</i>												
Credit Card	6-Dec-24	College Meeting	2-Dec-24	2-Dec-24	Grafton Street	NS	Taxi				\$ 12.06	\$ 12.06
Reviewed by Internal Auditor: <i>Bue Spence</i>												