



J.Provov - Vice President Academic & Equity, Travel Report (2023-Current)

Source	Claim/Invoice/Statement Date	Purpose	Start Date	End Date	Destination	Province	Expense Type	KM	Meals	Accom.	Other	Total
Expense Claim	27-Apr-23	Business Meeting	20-Mar-23	20-Mar-23	Barrington Street	NS	Parking				\$ 16.50	\$ 16.50
Expense Claim	27-Apr-23	College Meeting	19-Apr-23	21-Apr-23	Marconi Campus	NS	Meals/ Fuel/ Incidental		\$ 60.00		\$ 166.07	\$ 226.07
Expense Claim	27-Apr-23	Conference	22-Apr-23	26-Apr-23	CICan Conference - Montreal	QC	Milegae//Meals/Accomm./Taxi's/Incidental/Parking	85	\$ 140.00	\$ 960.33	\$ 203.21	\$ 1,351.99
Expense Claim	27-Apr-23	College Meeting	27-Apr-23	27-Apr-23	South Park Street	NS	Mileage and Parking	10			\$ 6.00	\$ 11.70
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Direct Billed	21-Apr-23	College Meeting	19-Apr-23	21-Apr-23	Marconi Campus	NS	Rental Car				\$ 208.90	\$ 208.90
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Credit Card	8-May-23	College Meeting	19-Apr-23	21-Apr-23	Marconi Campus	NS	Hotel			\$ 349.56		\$ 349.56
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	4-May-23	Business Meeting	2-May-23	2-May-23	Barrington Street	NS	Mileage and Parking	5			\$ 24.50	\$ 27.35
Expense Claim	4-May-23	Business Meeting	2-May-23	2-May-23	Lower Water Street	NS	Mileage and Parking	5			\$ 15.00	\$ 17.85
Expense Claim	4-May-23	Business Meeting	3-May-23	3-May-23	Barrington Street	NS	Mileage	8				\$ 4.56
Expense Claim	4-May-23	Business Meeting	4-May-23	4-May-23	South Park Street	NS	Mileage and Parking	5			\$ 2.10	\$ 4.95
Expense Claim	4-May-23	College Meeting	4-May-23	4-May-23	Akerley Campus	NS	Mileage and Bridge	22			\$ 1.25	\$ 13.79
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	22-Jun-23	Convocations	5-Jun-23	5-Jun-23	Cumberland / Truro Campuses	NS	Meals and Fuel		\$ 10.00		\$ 54.43	\$ 64.43
Expense Claim	22-Jun-23	Convocations	6-Jun-23	6-Jun-23	AVC / Shelburne / Burrige Campuses	NS	Meals/ Fuel/ Incidental		\$ 25.00		\$ 49.17	\$ 74.17
Expense Claim	22-Jun-23	Convocations	7-Jun-23	7-Jun-23	Lunenburg Campus	NS	Meals and Fuel		\$ 25.00		\$ 33.39	\$ 58.39
Expense Claim	22-Jun-23	College Meeting	8-Jun-23	8-Jun-23	Ivany Campus	NS	Mileage	30				\$ 17.10
Expense Claim	22-Jun-23	Convocations	12-Jun-23	12-Jun-23	Kingstec Campus	NS	Meals and Fuel		\$ 35.00		\$ 23.66	\$ 58.66
Expense Claim	22-Jun-23	Convocations / Business Meeting	14-Jun-23	14-Jun-23	MSVU and Barrington Street	NS	Mileage and Parking	16			\$ 3.63	\$ 12.75
Expense Claim	22-Jun-23	Convocations	15-Jun-23	15-Jun-23	MSVU	NS	Mileage	6				\$ 3.42
Expense Claim	22-Jun-23	Convocations	16-Jun-23	16-Jun-23	MSVU	NS	Mileage	6				\$ 3.42
Expense Claim	22-Jun-23	College Meeting	22-Jun-23	22-Jun-23	Truro Campus	NS	Mileage	190				\$ 108.30
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Direct Billed	7-Jun-23	Convocations	4-Jun-23	7-Jun-23	Convocations June 5 - 7	NS	Rental Car				\$ 191.65	\$ 191.65
Direct Billed	9-Jun-23	Convocations	6-Jun-23	7-Jun-23	Convocations June 6 - 7	NS	Accommodations			\$ 162.15		\$ 162.15
Direct Billed	13-Jun-23	Convocations	11-Jun-23	13-Jun-23	Convocations June 11 - 13	NS	Rental Car				\$ 88.66	\$ 88.66
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	5-Jul-23	Business Meeting	5-Jul-23	5-Jul-23	Lower Water Street	NS	Mileage and Parking	10			\$ 15.00	\$ 20.70
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	31-Aug-23	College Meeting	23-Aug-23	24-Aug-23	Port Hawkesbury	NS	Meals/ Fuel/ Incidental		\$ 35.00		\$ 102.57	\$ 137.57
Expense Claim	31-Aug-23	College Meeting	31-Aug-23	31-Aug-23	Akerly and Ivany Campuses	NS	Mileage	32				\$ 18.24
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Direct Billed	24-Aug-23	College Meeting	23-Aug-23	24-Aug-23	Port Hawkesbury	NS	Rental Car				\$ 88.66	\$ 88.66
Direct Billed	24-Aug-23	College Meeting	23-Aug-23	24-Aug-23	Port Hawkesbury	NS	Accommodations				\$ 195.89	\$ 195.89
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Credit Card	6-Sep-23	Business Meetings	18-Sep-23	20-Sep-23	St. John's	NL	Flight (meetings cancelled-received a credit for flight)				\$ 677.63	\$ 677.63
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	26-Sep-23	College Meeting	8-Sep-23	8-Sep-23	Grafton Street	NS	Mileage and Parking	10			\$ 28.50	\$ 34.20
Expense Claim	26-Sep-23	College Meeting	11-Sep-23	11-Sep-23	Grafton Street	NS	Mileage	10				\$ 5.70
Expense Claim	26-Sep-23	College Meeting	26-Sep-23	26-Sep-23	Grafton Street	NS	Mileage and Parking	10			\$ 22.50	\$ 28.20
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	25-Oct-23	Convocation	5-Oct-23	5-Oct-23	Akerley Campus	NS	Mileage	24				\$ 13.68
Expense Claim	25-Oct-23	Business Meeting	19-Oct-23	19-Oct-23	Convention Centre	NS	Mileage and Parking	8			\$ 14.50	\$ 19.06
Expense Claim	25-Oct-23	College Meeting	25-Oct-23	25-Oct-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Credit Card	6-Nov-23	Business Meeting	1-Nov-23	1-Nov-23	Digby Pines	NS	Rental Car (meetings cancelled after car rented)					\$ 44.33
Reviewed by Internal Auditor: <i>Bruce Spence</i>												
Expense Claim	30-Nov-23	College Meeting	2-Nov-23	2-Nov-23	Delta Hotel, Dartmouth	NS	Mileage	16				\$ 9.12
Expense Claim	30-Nov-23	College Meeting	7-Nov-23	7-Nov-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Expense Claim	30-Nov-23	Business Meeting	8-Nov-23	8-Nov-23	Convention Centre	NS	Taxi				\$ 63.41	\$ 63.41



J.Provove - Vice President Academic & Equity, Travel Report (2023-Current)

Source	Claim/Invoice/Statement Date	Purpose	Start Date	End Date	Destination	Province	Expense Type	KM	Meals	Accom.	Other	Total
Expense Claim	30-Nov-23	College Meeting	30-Nov-23	30-Nov-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Expense Claim	14-Dec-23	College Meeting	1-Dec-23	1-Dec-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Expense Claim	14-Dec-23	College Meeting	7-Dec-23	7-Dec-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Expense Claim	14-Dec-23	College Meeting	13-Dec-23	13-Dec-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Expense Claim	14-Dec-23	College Meeting	14-Dec-23	14-Dec-23	Ivany Campus	NS	Mileage	28				\$ 15.96
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Expense Claim	31-Jan-24	College Meeting	24-Jan-24	24-Jan-24	Akerley Campus	NS	Mileage	24				\$ 13.68
Expense Claim	31-Jan-24	Business Meeting	31-Jan-24	31-Jan-24	Grafton Street	NS	Mileage and Parking	9			\$ 10.50	\$ 15.63
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Expense Claim	13-Feb-24	College Business	8-Feb-24	19-Feb-24	Nassau	NS	Taxis				\$ 96.17	\$ 96.17
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Expense Claim	19-Feb-24	College Meeting	1-Feb-24	1-Feb-24	Akerley Campus	NS	Mileage	24				\$ 13.68
Expense Claim	19-Feb-24	College Business	8-Feb-24	19-Feb-24	Nassau	BS	Mileage, Meals and Incidentals	192	\$ 701.33		\$ 475.80	\$ 1,286.57
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Direct Billed	16-Feb-24	College Business	8-Feb-24	19-Feb-24	Nassau	BS	International Travel Insurance				\$ 42.50	\$ 42.50
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Expense Claim	29-Feb-24	College Business	20-Feb-24	20-Feb-24	Delta Hotel, Dartmouth	NS	Mileage	16				\$ 9.12
Expense Claim	29-Feb-24	College Business	21-Feb-24	21-Feb-24	Ivany Campus	NS	Mileage	28				\$ 15.96
Expense Claim	29-Feb-24	College Business	29-Feb-24	29-Feb-24	Convention Centre	NS	Mileage and Parking	10			\$ 20.00	\$ 25.70
Reviewed by Internal Auditor:		<i>Ben Spores</i>										
Credit Card	6-Mar-24	College Business	8-Feb-24	19-Feb-24	Nassau	BS	Flight, Taxi's and Accommodations			\$ 6,440.05	\$ 1,828.78	\$ 8,268.83
Reviewed by Internal Auditor:		<i>Ben Spores</i>										



J.Provoe - Vice President Academic & Equity, Hospitality Report (2023-Current)

Source	Claim/Invoice/Statement Date	Purpose	Start Date	End Date	Destination	Province	Expense Type	Meals	Other	Total
Credit Card	6-Dec-23	Hotel For Guest - Chamber Event	8-Nov-23	8-Nov-23	Halifax	NS	Accommodation		\$ 289.37	\$ 289.37
Reviewed by Internal Auditor:		<i>Don Sparr</i>								