



BETHLEHEM UNIVERSITY
OFFICE OF PERSONNEL MANAGEMENT

**List of Immediate Supervisors and their Staff reflecting lines of accountability among
Administrative/Support, Service Staff, and Sub-Contracted Staff
Fall 2011-2012**

| Supervisor | Ext. No. & Email | Staff Member | Ext. No. |
|--|-----------------------------|---|--|
| Vice Chancellor Br. Peter Bray, FSC | 2220 pbray@ | Br. Cyril/Bernard Litecky, FSC (part-time) Ms. Elsa Hazboun Ms. Gloria Handal Br. Jack Curran, FSC Dr. Michael Sansur Br. Neil Kieffe, FSC Br. Peter John Iorlano Br. Robert Smith, FSC Mr. Youil Anastas Dr. Yousef Zaknoun | 2406 2269 2220 2265 2220 2407 2451 2232 2238 2453 |
| Assistant to Vice Chancellor Br. Cyril/Bernard Litecky, FSC | 2406 cyrill@ | Ms. Samar Mousa | 2342/2290 |
| Executive Vice President Dr. Michael Sansur | 2220 msansur@ | Mr. Mahmud Hammad Mr. Wasim Zoghbi | 2244 2461 |
| Vice President for Academic Affairs Br. Robert Smith, FSC | 2232 rsmith@ | Ms. Esperansa Kattan Dr. Irene Makhoul/Hazou Ms. Mary Juha Dr. Mellie Brodeth Dr. Rabab Tamish | 2232 2207 2235 2024 2324 |
| Assistant Vice President for Academic Affairs Dr. Irene Makhoul/Hazou | 2207 ihazou@ | Ms. May Musallam/Mubarak | 2420 |
| Vice President for Development Br. Jack Curran, FSC | 2265 jcurran@ | Br. Dominic Smith, FSC Mr. Isaac Sahhar Mr. James Howell Br. Joseph Loewenstein, FSC Ms. Rania Hazboun | USA 2222 USA 2422 2265 |

| Supervisor | Ext. No. & Email | Staff Member | Ext. No. |
|---|-----------------------------|--|--|
| Assistant Vice President for Development Mr. Isaac Sahhar | 2222 isahhar@ | Ms. Angela Abu Eita (part-time) Mr. Demitri Awwad Ms. Haifa Lama Ms. Haneen Musleh Mr. Sebastian Berger Ms. Shahinda Nassar | 2059 2325 2055 2237 2485 2381 |
| Campaign Director Mr. James Howell | USA jhowell@ | Ms. Patti Riippa | USA |
| Alumni Relations Officer Ms. Haneen Musleh | 2237 haneenm@ | Ms. Raneen Al-Arja (Sub-Contract/FT) | 2314 |
| Vice President for Finances & Administrative Affairs Mr. Youil Anastas | 2238 yanastas@ | Ms. Abeer Abu Ghattas (Sub Contract/PT) Sr. Corazon Marielou Hinlo Mr. Elia Sammour Mr. George Al-Ali (Sub-Contract/FT) Ms. Gladys Mansour Ms. Luda Mustafa Ms. Manal Zeitoun Mr. Moussa Rabadi Mr. Nagib Nasser Ms. Najwa Raheb (part-time) Mr. Ricardo Ghawali Ms. Varehan Khair Mr. Wael Nazzal | 2432 2229 2247 2260 2226 2425 2424 2111 2248 2228 2430 2238 2230 |
| Director of Instructional Technology Br. Neil Kieffe, FSC | 2407 nkieffe@ | Mr. Mike Hazboun (part-time) Ms. Minerva Hisnat (part-time) Ms. Nihad Jubran | 2033 2033 2225 |
| Director of Human Resources Ms. Elsa Hazboun | 2269 ehazboun@ | Ms. Hana Jahshan | 2236 |
| Supervisor of Switchboard Operator Ms. Hana Jahshan | 2236 hanaj@ | Ms. Christine Abu Sa'ada | 0 |

| Supervisor | Ext. No. & Email | Staff Member | Ext. No. |
|---|----------------------|---|---|
| Dean of Students Mr. Mahmud Hammad | 2244 mhammad@ | Ms. Amani Atrash Ms. Mai Jaber Ms. Mary Sabella Ms. Salpi Giacaman | 2231 2429 2340 2481 |
| Student Counselor Ms. Mary Sabella | 2340 marys@ | Ms. Sandra Ma'ayeh (Sub Contract/PT) | 2482 |
| Director of Athletics Ms. Samar Mousa | 2342/2290 samarm@ | Mr. Amin Zeit (part-time) Mr. George Manoli Mr. Iyad Yousef (part-time) Mr. Raed Ayyad (part-time) | 2290 2290 2290 2290 |
| Registrar Ms. Mary Juha | 2235 lily@ | Ms. Muna Elias (part-time) Ms. Nawal Ne'meh Ms. Norma Shaheen Ms. Rula Freij (part-time) | 2234 2234 2219 2234 |
| Director of Library Dr. Mellie Brodeth | 2024 library@ | Mr. Francis Sleibi Mr. George Maria Ms. Hala Marzouka Ms. Juana Juha Ms. Mary Van Teeffelen Ms. Mary/Claire Habash Ms. Mirna Zoughbi (part-time) Ms. Rebecca Calaor Sr. Rosalinda Amacanin Ms. Sana' Salsa' Ms. Valerie Rock Ms. Vera Koussa | 2262 2262 2268 2263 2428 2313 2267 2263 2263/2426 2263 2428 2267 |
| Supervisor of Computer Center Ms. Nihad Jubran | 2225 njubran@ | Mr. Al-Waleed Shihadeh Mr. Ibrahim Nuaimi Mr. Michel/Habib Nasser Mr. Mikhael Lama Mr. Philip Daoud | 2225 2382 2225 2285 2312 |

| Supervisor | Ext. No. & Email | Staff Member | Ext. No. |
|--|-------------------|--|--------------|
| Chief Security Guard Mr. Nasser Araj | 2020 nassera@ | Mr. Ali Badawi Mr. Bassam Ghawali Mr. Elias Kirmiz (daily/part-time) Mr. Emile Nasrallah Mr. Gabi Kharoufeh Mr. Ghazi Sharif (daily/full-time) Mr. Hamdi Karkour (daily/part-time) Mr. Imad Radi Mr. Jeries Abu Manneh (daily/full-time) Mr. Joseph Zelfo (daily/full-time) Mr. Khader Dali (daily/full-time) Mr. Khader Kanan Mr. Khader Yousef (daily/part-time) Mr. Khalil Ghanem Mr. Khalil Ismail (daily/part-time) Mr. Mousa Kanan Mr. Muhammad Khateeb (daily/full-time) Mr. Muhammad Radi Mr. Suleiman Mukarker (daily/full-time) Mr. Tareq Hazboun (daily/full-time) | 2743881 |
| Print Shop Supervisor Mr. Anton Hazboun | 2243 antonh@ | Mr. Elias Sarras | 2243 |
| Dean of Arts Fr. Jamal Daibes | 2347 jkhader@ | Ms. Nelly Ne'meh | 2360 |
| Chairperson of Arabic Dr. Ibrahim Abu Hashhash | 2249 ibrahimh@ | Ms. Naila Saed | 2264 |
| Chairperson of Social Sciences Ms. Nabila Daqaq | 2254 nabilad@ | Ms. Naila Saed | 2264 |
| Chairperson of English Dr. Hazem Najjar | 2452 hnajjar@ | Ms. Christina Daoud | 2394 |
| Dean of Business Administration Dr. Fadi Kattan | 2445 fkattan@ | Ms. Mary Hodali Ms. Reem Tareh (part-time) | 2447 2427 |

| Supervisor | Ext. No. & Email | Staff Member | Ext. No. |
|---|-----------------------------|---|--|
| Dean of Education Mr. Rizek Sleibi | 2204 rsleibi@ | Ms. Dua'a Qurie (Sub-Contract/FT) Mr. Fadel Sawayfa (Sub-Contract/FT) Ms. Ghada Abu Khalil (Sub-Contract/FT) Ms. Jena Abu Amsha (Sub-Contract/FT) Mr. Maher El-Mufdi (Sub-Contract/FT) Mr. Martin Smith (Sub-Contract/FT) Mr. Omar Khalil (Sub-Contract/PT) Ms. Samia Srou | 2433 2433 2201 2201 2433 2433 2214 2388 |
| Dean of Nursing Ms. Mariam Awad | 2208 mawad@ | Ms. Suzi Salman | 2203 |
| Occupational Therapy Mr. Anan Ghabbash | 2205 anang@ | Ms. Shireen Manoli (part-time) | 2205 |
| Dean of Science Dr. Haifa Konkar | 2206 hkuncar@ | Ms. Nariman Abu Abara | 2258 |
| Chairperson of Biology Prof. Adnan Shqirat | 2278 ashqueir@ | Ms. Mary Odeh Ms. Rita Dieck | 2276/2221 2276/2221 |
| Dean of Research Prof. Adnan Shqirat | 2278 ashqueir@ | Ms. Maheera Abu Farha (part-time) | 2224 |
| Chairperson of Chemistry Dr. Fouad Bannoura | 2280 fouadb@ | Ms. Firial Bannoura Mr. Tanas Khoury | 2286 2286 |
| Chairperson of Computer Information Systems Dr. Muna Matar | 2281 mmatar@ | Mr. Johnny Bassous | 2270 |
| Director of UNESCO Biotechnology Center Prof. Naim Iraki | 2224 niraki@ | Ms. Dina Hamamrah (Sub Contract/PT) Ms. Iba' Farrah (Sub-Contract/FT) Ms. Isra' Amala (Sub Contract/PT) | 2224 2224 2224 |

| Supervisor | Ext. No. & Email | Staff Member | Ext. No. |
|--|-----------------------------|---|---|
| Principle Investigator/Hereditary Research Laboratory Prof. Mo'ien Kanaan | 2065 mkanaan@ | Ms. Amal Abu Rayyan (Sub-Contract/FT) Ms. Dima Dweik (Sub-Contract/FT) Mr. Mohammad Salahat (Sub-Contract/FT) Mr. Monther Abu Remailah (Sub Contract/PT) Ms. Oraib Sharaha (Sub-Contract/FT) Ms. Suhair Hamameh (Sub Contract/PT) | 2380 2380 2380 2380 2380 2380 |
| Grant Manager/Cytogenetic Technology Services Prof. Mazin Qumsiyeh | 2005 mazing@ | Ms. Manal Safi (Sub Contract/PT) Ms. Reem Helal (Sub-Contract/FT) Mr. Tariq Zboun (Sub Contract/PT) | 2005 2005 2005 |
| Assistant Professor - Physics Dr. Jamal Ghabboun | 2387 jamalg@ | Mr. Ahmad Atiyha | 2306 |
| Director of Institute of Hotel Management & Tourism Mr. Nabil El-Mufdi | 2245 nabilm@ | Mr. Ameen Radi (daily/part-time) Mr. Elias Juha Mr. Ibrahim Asakra Mr. Peter Hermantas Ms. Rania Abdel Nour Mr. Sameer Bannoura (part-time) | 2288 2227/2016 2288 2288/2350 2246/2245 2016 |
| Director of Institute for Community Partnership Mr. Moussa Rabadi | 2111 mrabadi@ | Mr. Ahed Jarayseh (Sub-Contract/FT) Mr. Ibrahim Bandak (Sub-Contract/FT) Mr. Jamil Hjazin (Sub-Contract/FT) Ms. Louba Zeidan (Sub-Contract/FT) Ms. Maisa Zeidan (Sub-Contract/FT) Ms. Manal Kassis Ms. Manar Al-Ali (Sub-Contract/FT) Ms. Minerva Hisnat (Sub-Contract/PT) Mr. Munjid Kharoufeh (Sub-Contract/FT) Mr. Nadi Farraj (Sub Contract/PT) Ms. Nasra Dahdal Mr. Nibal Nasser (Sub-Contract/FT) Ms. Nisreen Khalilieh Ms. Rawan Mlih (Sub-Contract/FT) Mr. Samer Nasser (Sub Contract/PT) | 2743881 2743881 2776888 2100 2101 2103 2101 2033 2743881 2100 2299 2743881 2109 2743881 2776888 |

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|--|-----------------------------|--|-----------------|
| Director of Center for Excellence in Teaching & Learning Dr. Rabab Tamish | 2324 rababt@ | Ms. Ola Musleh (Sub-Contract/FT) | 2431 |
| Director of Cardinal Martini Leadership Institute Dr. Yousef Zaknoun | 2453 yousefz@ | Ms. Irene Thalgieh (Sub Contract/PT) | 2453 |
| Public Archive of Palestinian Folksongs/Project Manager Prof. Mo'in Halloun | 2250 moinh@ | Mr. Toni Al-Zomot (Sub-Contract/FT) | 2755160 |

No. of Supervisors: 47

**No. of Administrative/Support/
Sub-Contracted Staff: 130**

No. of Service Staff: 57