



Internal Weekly Bulletin

Public Relations Office

To be published on Monday,
Send Weekly Bulletin items to wb@bethlehem.edu before the 9:00 am Friday deadline.

17 March 2008

1. From the Office of the Vice President for Finances and Planning

Please note that salaries for the month of March will be paid on Monday March 31, 2008. Bank transfers will be made on that date. Pay slips can be picked up from Sr. Corazon Hinlo starting on Friday 28 March 2008. Please note that the exchange rate differential for the month of February for Full-Time employees will be included in the salary of March based on an exchange rate of 5.08 on February 29, 2008.

2. From Office of the Director of Personnel Management

- Ms. Vivian Freij, Assistant Accountant resigned her job effective end of March 2008. We thank Vivian most sincerely for her invaluable services to the Finance Office since 1997. We wish Vivian God's blessings in her future endeavors, particularly in her plan to enjoy a relaxing period.
- Ms Najwa Khoury Raheb will assume the position of Assistant Accountant temporarily and tentatively, until the end of August 2008, pending a restructuring of current responsibilities. It's worth mentioning that Najwa was an ex-staff member of the Finance Office and has been doing voluntary work at the Finance Office for the last few months. Best wishes to Najwa.
- We welcome Ms. Basma Abu Injelah, a new cleaner in the Plant Personnel Department. Good luck to Basma.

3. From the Counseling Office

Please Note: that the Annual Career Day 2008 has been postponed to Tuesday March 18, 2008.

4. From the Faculty of Nursing and Health Sciences

- Ms. Amal Abu Nijmeh, Dean of the Faculty of Nursing and Health Sciences, met Mr. Marcel Bettens in charge of the nursing department of Helho (Catholic High School in Tournia, Belguim) on March 11th in Bethlehem Arab Society for Rehabilitation. The aim of this meeting was to discuss the possibility of a future link and exchange program for students and faculty members.
- Mr. Naji Abu Ali participated as a speaker in the second National Congress for Emergency in Santiago/Spain, from 5-7th March 2008, He presented a paper entitled "Violence against nurses in emergency department at Palestinian Hospitals", and mentioned some obstacles that face paramedics and ambulances in Palestine. Mr. Naji was awarded honor membership in the Spanish emergency Congress of Emergency as recognition of his experiences, participation and knowledge. Many countries from Latin America participated in this conference such as Argentina, Brazil, Colombia, Portugal and Spain.

5. From Mary Juha – Registrar Office

I would like to thank all of my colleagues, administrators and friends at Bethlehem University for their support and words of condolences they offered for the passing away of my dear Brother. Thanks.

6. Mark Your Calendar

Date	Event / Activity	Time	Location
20-24 March	Latin Easter Holiday: University Closed	All Day	Campus-wide
10-12 April	“Reading and Technology at the Service of Everyone” Book-Technology Celebration Sponsored by the Library		Library
24-28 April	Orthodox Easter Holiday: University Closed	All Day	Campus-wide
1 May	Labor Day: University Closed	All Day	Campus-wide
6-7 May	“Lasallian Seeds: Towards a Network of Education for Development” Conference sponsored by the Quality Assurance Office	TBA	Furno Hall
15 May	De La Salle Day and Staff Recognition sponsored by the Office of Personnel Management: No Classes, Offices Closed	TBA	TBA
16 May	Last Day of Classes for Spring 2008 Semester	All Day	Campus-wide
19-24 May	Final Exams for Spring 2008 Semester organized by the Registrars’ Office	All Day	TBA
6-7 June	Palestinian Women Literature Conference sponsored by the Arabic Department	TBA	TBA
9 June	Summer 2008 Semester Classes Begin	TBA	Campus-wide
13 June	Graduation	TBA	Amphitheater
15 June- 17 August	The Palestinian Summer Celebration 2008 sponsored by Siraj Center for Holy Land Studies in partnership with Bethlehem University and the Society for Biblical Studies.	Afternoon classes	Campus-wide
21 July	Last Day of Classes for Summer 2008 Semester	All Day	Campus-wide
22-23 July	Final Exams for Summer 2008 Semester organized by the Registrars’ Office	All Day	TBA
31 August	Isra' wa Mi'raj: University Closed	All Day	Campus-wide

Visitors

Day	Date	Group	Country	#	Time
Mon.	Mar. 17	Association of Sri Lankan Catholics	UK	51	11:00
Mon.	Mar. 17	KSG Munster	Germany	18	14:00
Tue.	Mar. 18	Students and Teachers from Brigham Young University	USA	85	10:30
Tue.	Mar. 18	Fr. Doyle Group	USA	25	11:00
Wed.	Mar. 19	Fr. Ruedi Beck – Bassel	Switzerland	170	10:00
Mon.	Mar. 31	Bishop Michael Evans	UK	4	10:00
Mon.	Apr. 14	Father Paul Madison Group	UK	12	10:30
Mon.	Apr. 14	Catholic Relief Services	USA	33	11:00
Fri.	Apr. 18	Knights and Dames of England and Wales	England and Wales	28	11:30
Wed.	May 14	Les Amis de la Galilee	Belgium	25	15:00
Wed.	May 21	Knights of the Holy Sepulcher	Belgium	42	11:00
Thu.	Sep. 25	Catholic Theological Union, Chicago Sister Barbara Blesse, OP	USA	20	11:00
Thu.	Oct. 16	Teresian Association and others	USA/Canada	37	11:00