Mirvat Y. Bulbul

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# Personal

* DoB 20 June 1966
* Jordanian nationality and Palestinian ID holder
* Married, one son (24 years old)

# Education

## Doctor of philosophy (PhD) | 1999 | University of Cambridge, UK

Engineering Department - Structures Division

Thesis Title: *The geometric nonlinear behavior of space structures with imperfect, laterally loaded slender members*

## Master of Philosophy (MPhil) | 1996 | UNIVERSITY OF CAMBRIDGE, UK

Engineering Department - Structures Division

Thesis title*: Stiffness Expressions of Imperfect laterally loaded beam-column*

## bachelor of Engineering (BEng) | 1987| Imperial College, London, UK

Civil Engineering Department, First Class Honors

# Work Experience

## Vice President of Administrative and Financial Affairs | Birzeit University | From Sep 2018

* Overseeing all operational aspects of university administration including human resources, general services, engineering woks and maintenance, Information Technology services and infrastructure, and medical services offered to university community.
* Supervising Finance Office operations, procurement of supplies and assets.
* In charge of university campus development and maintenance and management of buildings and facilities.

## Vice President of Planning and Development | Birzeit University | Feb 2016 –Sep 2018

* Working on institutional effectiveness related to all aspects of university scope and outputs namely: education, research and community engagement and leading new initiatives and development projects.
* Related activities include strategic planning and action plans, performance indicators, information and data mining, processes and procedures, institutional research and reporting, monitoring and evaluation, cyclic quality assurance and enhancement process for academic programs;
* Leading the institutionalization of the Innovation and Entrepreneurship Unit tasked to promote, facilitate, and enable the entrepreneurial ecosystem on campus and related policies and process through multiple student-centered initiatives including:
* design of co-curricular program to enhance students’ 21st century life skills and competencies – leadership and active citizenship program (Masari) – and its implementation to all undergraduate students
* training of faculty and staff as facilitators to implement Masari and improve their entrepreneurial capabilities within their work environs;
* supporting interdisciplinary collaborative innovation labs in partnerships with private sector and community organizations;
* supporting university novice incubator launch to serve university students and faculty and SMEs within the local community.

## Assistant to the President | Birzeit University | Sep 2015 - Feb 2016

* Working on strategic issues in cooperation with academic departments and support units to enhance university performance and maximize its outcomes through efficient utilization of available resources.
* Initiated and implemented series of initiatives including a new English language curricula for undergraduate students based on the 4 skills of communication in cooperation with Cambridge University Press; revamping the university website design and content.

## Chair of Civil Engineering Department| Birzeit University | Sep 2014 - Aug 2015

* Initiated wide curriculum revision that included proposing new courses and combining existing courses to improve learning outcomes in line with feedback and benchmarking with similar academic programs.

## Head of Accreditation & Quality Assurance Commission | Ministry of Higher Education |

## Aug 2012 - Dec 2013

* Responsible for licensure of higher education institutions (HEIs) and the accreditation of new academic programs; working in partnership with HEIs, government and civil organizations to improve the quality and relevance of higher education in Palestine and its alignment with international standards and best practices;
* Restructure and manage a team of 10 public employees to enhance efficiency and proficiency in rendering accreditation services to over 50 Palestinian HEIs;
* Leading a team of experts to institutionalize AQAC, ten years after its inception in 2002, to expand its role into quality enhancement of existing HEIs and periodic review of academic programs; developed draft law and full documentation of by-laws, processes and procedures manual, academic standards;

## Director of Grants & Contracts & International Relations | Birzeit University| Sep 2010 - Aug 2011

* Developing and implementing processes and procedures to follow up progress of externally funded projects across departments and units in the university;
* Review and approval of consultancy contracts and payments, agreements and memoranda of understanding;
* Pursuing international relations with academic and non-academic institutions and donor community.

## Assistant to the President for External Relations | Birzeit University| Sep 2009 - Aug 2010

* Pursuing and advancing external relations with academic and non-academic institutions on behalf the university and reporting directly to the president of the university;
* Established a portfolio of partners and institutionalized the position of external officer in terms of scope and function.

## Assistant to the Vice President for Academic Affairs | Birzeit University| Sep 2005 - Aug 2009

* advancing academic policies and procedures related to faculty members, students and academic programs and their implementation in an effective and efficient manner;
* Contributed to the development of the university academic and administrative portal and the digitization of the academic processes and regulations;
* Contributed to the changes in the university academic regulations launched in 2010.

## Assistant Professor of Civil Engineering | Birzeit University | From Feb 1999

* Teaching full range of introductory and advanced courses in structural analysis and design and supervising graduation projects in the bachelor program in civil engineering.
* Contributing to department, faculty and university development through participation in standing and ad hoc committees.
* Contributed to proposal development to upgrade university’s infrastructure and services at department, faculty and university levels.

## Project Coordinator | Save the Children Nablus Regional Office | Jan - Jul 1995

* Developing and supervising the implementation of job creation projects in the West Bank villages in partnership with the local community.

## Structural Engineer | Arab Real Estate Est. Co. Ltd., Nablus | Oct 1991 - Dec 1994

* Leading the structural design and supervision of multistory housing projects in the West Bank.

## Structural Engineer | Ove Arup & Partners Consulting Engineers - London| Sep1987 - Apr 1991

* Graduate engineer working on structural analysis and design of commercial buildings and site supervision.

# Skills and Training

## Professional Development

* Entrepreneurial University Leaders Program

 January-June 2017 organized by Oxford University Business School and National Center for Entrepreneurial Education (NCEE) UK

* Academic Teaching Excellence:English as a Medium of Instruction (EMI) course

June 2015 delivered by British Council Palestine

* Women in Science – Gender Training

2012-2014 Euro & Mediterranean Research Cooperation On Gender and Science

* FoCuSeD Facilitation training

October 2009 delivered by The FoCuSeD Facilitator Academy

## Languages

* Fluent Arabic and English
* Intermediate French

# Membership in Organizations

* Engineering Association - member
* Riwaq Centre for Architectural Conservation – board member
* Yaser Arafat Museum Committee-member
* Birzeit University Museum Committee-member