In attendance: Julie, Ben, Dean, Allison, Joan, Ann, Roz and Marj. Dean Kostelnik joined us for the first part of the meeting.

Julie moved to approve the minutes from the January meeting. Ben seconded. Minutes were approved.

Ongoing or old business:
- International Seed Grant 2014-2015 $800
  - International Lunch catering $450
  - Cooking supplies for Staff Development Day – this will be about $150
  - Entertainment and placemats for International Lunch – placemats will be about $56. This leaves about $140 for entertainment. Roz is working on this.

New business:
- Apply for 2015-2016 international seed grant – deadline 2/27/2015 – Joan distributed copies of the Seed Grant Application submitted last year along with copies of the application and criteria for this year. Julie and Roz will work on the application for this year and get a draft sent out to the group ASAP.

**Sub-Committee Updates:**

**Staff Star Awards:**
- February recipient Lori Rausch – Julie took a picture of Allison presenting the award to Lori before the meeting. She will get the picture to Allison for the website.

**Professional Development:**
(Roz & Ben)
- International Lunch Date – April 7, 2015. Joan will work with the Catering Class. The menu will feature salads from around the world. Julie will do RSVP’s
- Spring Professional Development Day – March 24th from 9 -1 on East Campus
  - Marj and Roz – speakers are set. Participants will get to attend 2 sessions.
    - International Cooking will be in LEV 204 with a limit of 20
    - Adobe Connect will be in HECO 137 with a limit of 21
    - Box-cloud storage will be in HECO 142 with a limit of 34
  - Joan and Ann – Rooms are reserved. Joan will do nametags
  - Ben – Ben will order sandwiches and salads from Panera. We will get water from Pepsi
  - Julie – RSVP’s will set up the RSVP system

**Staff Resources/Website:**
(Allison & Roz)
- New website up  (http://cehs.unl.edu/cehs/cehs-staff-council/)

**College Awards:**
(Ann)
- Next meeting is March 10th. They are working on applications.
Welcoming Committee:
(Marj-city campus & Dean-east campus)
- The two new staff members in our college are Zoe McManaman (Buros, city campus) and Vanessa Neuhaus (Family Resource Center in CYAF, east campus). Vanessa is the part-time clinic coordinator, and Zoe is replacing Rasma as an office assistant.