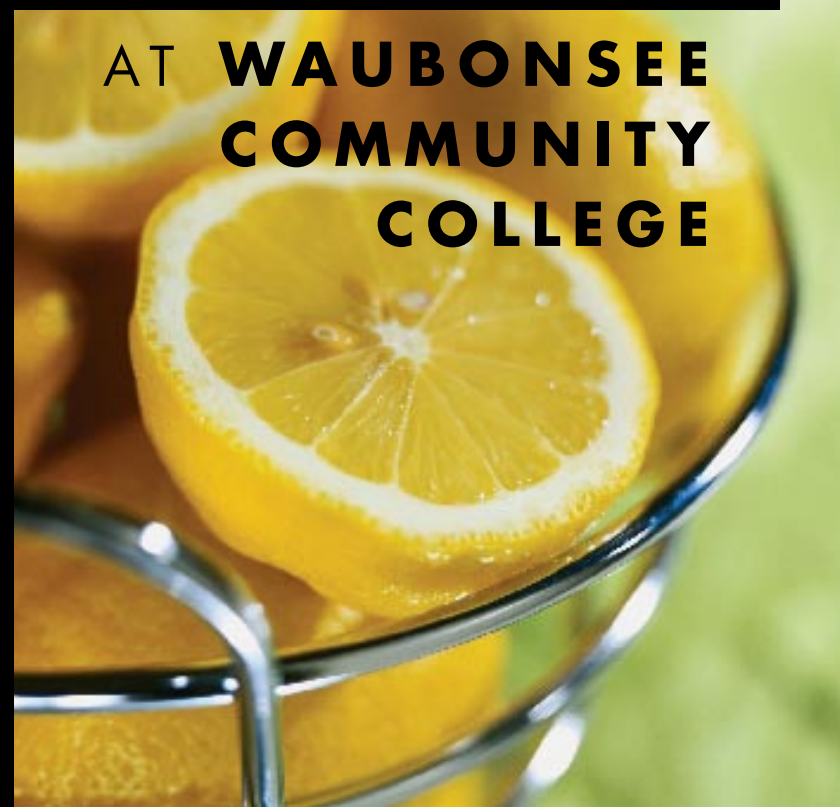




C A T E R I N G



AT **WAUBONSEE
COMMUNITY
COLLEGE**



Our Menu

WELCOME LETTER

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PLANNING YOUR EVENT

This section will help you plan your event. It contains helpful suggestions as well as the procedures associated with planning your next catering event.





Welcome

From basic coffee services to outdoor events of unlimited numbers, our goal is to provide you with a full range of quality and innovative catering services backed by a diverse, service-oriented staff and a wide range of resources available from our international network.



As a catering service, our main function is Food! Our trained, professional staff is dedicated to providing the highest level of catering services. The quality of your food, however, does not rest upon the chefs alone. Every member of the Catering Department receives monthly training on food and beverage services, as well as day-to-day experience on the job.



This brochure provides you with fresh, contemporary menus. However, this represents only a starting point. Our commitment is to customize and create whatever is required to provide your guests with an unforgettable experience.

We look forward to the opportunity to work with you!





A GREAT START

SUNRISE BREAKFAST

The menus below are all presented buffet style. However, if a served breakfast is desired, an appropriate menu can be customized to fit your needs. All set ups include freshly brewed coffee, decaf and hot tea.

EARLY RISER

An assorted pastry tray of fruit breads, scones and muffins, and an assortment of orange, apple and cranberry juices.

EYE OPENER

An assorted pastry tray of fruit breads, scones and muffins, an assortment of orange, apple and cranberry juices and an assortment of fresh seasonal sliced fruit.

SUNRISE START

Scrambled eggs, breakfast potato, sausage, bacon or ham, fresh fruit, assorted pastries and juice.

MORNING BREAKS A LA CARTE

Cereal with milk
Seasonal fresh fruit salad
Seasonal whole fresh fruit
Seasonal fresh cut fruit

B R E A K F A S T



A GREAT START

SUNRISE BREAKFAST

The following items can be added on to any of the sunrise breakfast menus to create a custom menu for any occasion.

ENTRÉES

- Mushroom cheese strata
- Ham and potato frittata
- Cereal with milk
- Yogurt with granola
- Assorted seasonal sliced fruit
- Scrambled eggs
- Bacon
- Ham steak
- Sausage links
- Turkey sausage
- French toast
- Waffles
- Pancakes
- Home fried potatoes
- Hash browns
- Grits

BEVERAGES, 16 SERVINGS PER GALLON

- Bottled water (each)
- Assorted bottled soft drinks (can)
- Assorted juice (bottle)
- Assorted juice (carafe)
- Fresh brewed coffee
- Fresh brewed decaffeinated coffee
- Hot water for tea
(includes decaffeinated)
- Hot chocolate

BAKERY A LA CARTE, SOLD BY THE DOZEN

- Assorted muffins
- Assorted danish
- Croissants
- Cinnamon rolls
- Assorted scones
- Breakfast breads
- Assorted bagels

B R E A K F A S T



LUNCH TIME

EXPRESS LUNCHES: (5 GUEST MINIMUM)

Our signature specialty sandwiches can be prepared to suit your event. We package these to go with you. Limited time for a lunch? They can be pre-set along with beverages and dessert to keep your program on time.

ALBUQUERQUE CHICKEN

Chicken sandwich with a Southwest flair served with condiments, potato chips, cookies or brownies and a 12 oz soft drink or bottled water.

SWEET BEEF

Roast beef with caramelized onion and Dijon mayonnaise on a baguette served with condiments, potato chips, cookies or brownies and a 12 oz soft drink or bottled water.

BISTRO GRILL

Grilled herb chicken breast with melted mozzarella and pesto mayonnaise on focaccia bread served with condiments, potato chips, cookies or brownies and a 12 oz soft drink or bottled water.

ITALIAN PANINI

Salami, ham, provolone, roasted red peppers on a French roll with garlic mayonnaise, condiments, potato chips, cookies or brownies, a 12 oz soft drink or bottled water.

GRILLED VEGETABLE BAGUETTE

Grilled vegetables with fontina cheese on a baguette served with side condiments, potato chips, cookies or brownies and a 12 oz soft drink or bottled water.

TURKEY CHEDDAR WRAP

Turkey and cheddar with horseradish cream cheese on a flour tortilla served with condiments, potato chips, cookies or brownies, a 12 oz soft drink or bottled water.

GRILLED PORTOBELLO ON FOCACCIA

Grilled portobello mushroom sandwich with provolone cheese served with condiments, potato chips, cookies or brownies and a 12 oz soft drink or bottled water.

DELI LUNCH

Assorted deli sandwiches on a roll or croissant featuring tuna salad, roast beef, roast turkey breast or ham served with condiments, potato chips, cookies or brownies and a 12 oz soft drink or bottled water.

EXPRESS LUNCHES



LUNCHEON SALADS

LUNCHEON SALADS: (5 GUEST MINIMUM)

Our signature specialty salads can be prepared to suit your event. We can package these to go with you. Limited time for a luncheon? They can be pre-set along with beverages and dessert to keep your program on time. If you're planning a more formal luncheon, let us serve you in style. All luncheon salads include a dinner roll and butter, cookies or a brownie, a choice of a 12 oz soft drink or bottled water.

CHEF SALAD

A bed of mixed greens with julienne ham and turkey, cheddar cheese, hard boiled egg and honey mustard dressing with a dinner roll and butter.

COBB SALAD

A bed of mixed greens with smoked turkey, avocado, egg, bacon and crumbled blue cheese served with blue cheese dressing.

CAESAR SALAD

Fresh cut romaine lettuce with shredded parmesan cheese, focaccia croutons and Caesar dressing.

- * Add grilled balsamic chicken breast
- * Add beef strips

FRUIT AND COTTAGE CHEESE

Red seedless grapes, wedge of apples and oranges, sliced cantaloupe served with cottage cheese.

TRI-SALAD COMBO

A special mixture of fresh greens topped with a choice of three salads; chicken salad, egg salad, tuna salad and ham salad.

CHICKEN FAJITA SALAD

Fresh mixed greens, marinated sliced chicken breast, vegetables, tomatoes, shredded cheddar cheese and fried tri-color tortilla chips served with ranch dressing.

TACO SALAD

A crisp tortilla shell filled with spicy chicken, beef or refried beans. All are topped with shredded lettuce, diced tomatoes, sliced olives, shredded cheddar cheese, guacamole, sour cream and salsa.

LUNCHEON SALADS



LUNCHEON SALADS

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ANTIPASTO SALAD

Cubed salami, ham, sliced olives, diced tomatoes, cubed provolone cheese, tossed with fresh greens, spices and a red wine vinaigrette dressing.

THAI BEEF AND NOODLE JAZZ SALAD

Lime marinated beef tossed with Lo Mein noodles, Chinese cabbage, fresh spinach, basil, mint and peanuts served over a bed of baby greens and with a Thai dressing.

VEGETARIAN HUMMUS PLATE

Hummus with pita & vegetable sticks. A traditional Hummus served with black olives, carrot and celery sticks and pita wedges.

LUNCHEON SALADS



B O U N T I F U L B U F F E T S

SPECIALTY BUFFETS: (15 GUEST MINIMUM)

The following buffets have been created with distinctive themes for your event planning convenience. All are available at lunch or dinner.

SLICERS DELI BUFFET

Sliced roast beef, ham, turkey, American, swiss and provolone accompanied by assorted bread and rolls, relish tray with lettuce, tomato, pickles, onion, condiments, potato chips, cookies, brownies and pitchers of lemonade, iced tea or water.

OPTIONS

- 20 oz bottled beverages
- Pasta salad, potato salad, garden salad, caesar salad and tossed garden salad with lettuce mix, tomatoes, cucumbers, red onion and croutons

SALAD BUFFET

Seafood salad, chicken salad, tuna salad, egg salad and tossed garden salad with lettuce mix, tomatoes, cucumbers, red onion and croutons with a choice of two salad dressings all accompanied by assorted bread and rolls, relish tray with lettuce, tomato, pickles, condiments, potato chips, cookies, brownies and carafes of coffee and iced tea.

CAESAR BAR

Romaine lettuce tossed with parmesan cheese, croutons, and caesar dressing served with breadsticks, cookies, brownies and carafes of coffee and iced tea.

OPTIONS:

- Add grilled chicken, grilled steak, grilled shrimp or grilled salmon

ROMA ITALIAN

Mixed green salad with Italian dressing and antipasto. Choice of two: penne, tri-color rotini or rigatoni with marinara sauce. Served with breadsticks, foil butter, shredded parmesan cheese, Italian cookies and pitchers of lemonade, iced tea and water.

B U F F E T S



MOVABLE FEASTS

MOVABLE FEASTS: (15 GUEST MINIMUM)

The following feasts have been created with distinctive themes for your event planning convenience. All are available at lunch or dinner.

BASIC BBQ

Hamburgers, hot dogs, veggie burgers, sliced cheese, choice of potato salad or macaroni salad, coleslaw, relish tray with lettuce, tomato, pickles and onions, condiments, potato chips, cookies, brownies and carafes of coffee and iced tea.

TEXAS STYLE BBQ

Pulled BBQ pork, BBQ chicken breasts, vegetable burgers, corn on the cob, baked beans, potato salad, coleslaw, macaroni salad, relish tray with lettuce, tomato, pickles, onion, condiments, cookies, brownies and carafes of coffee and iced tea.

OPTIONS

- 20 oz bottled beverage
- Watermelon

ITALIAN BUFFET

Chicken marsala, lasagna or baked ziti, oven roasted potatoes, green beans, tossed garden salad with dressings, garlic bread and carafes of coffee and iced tea.

FAJITA BAR

Choice of chicken, beef, shrimp or vegetable fajitas warm flour tortillas accompanied with spanish rice and traditional toppings, cheesecake and carafes of coffee and iced tea.

WINGS AND THINGS

Buffalo wings, blue cheese dressing, celery sticks, carrot sticks, Select two: vegetable pizza, cheese pizza, pepperoni pizza and Caesar salad with carafes of coffee and iced tea.



CULINARY CLASSICS

For an event that requires a more formal atmosphere, we suggest a served meal. Each menu item includes a choice of salad with dressing, choice of two accompaniments, fresh baked rolls and butter, fresh brewed coffee, decaffeinated coffee, hot tea, iced tea and choice of dessert.

BEEF

FILET MIGNON

Beef Tenderloin filet with your choice of sauce; bearnaise, cabernet or horseradish cream

BEEF TIPS

Beef tips braised in red wine with fresh mushrooms served over pasta

STEAK AU POIVRE

Delicious beef tenderloin served with a classic brandy sauce with green peppercorns

POULTRY

CHICKEN PICCATA

Boneless breast of chicken lightly sautéed and served in a light lemon sauce with capers

CHICKEN CORDON BLEU

Boneless breast of chicken rolled with imported ham and swiss cheese

ROSEMARY CHICKEN

Chicken breast with rosemary and garlic

ITALIAN CHICKEN

Boneless breast of chicken seasoned with Italian marinade and grilled

PORK

SOUTHWESTERN GLAZED PORK LOIN

Carved and served with a zesty chipotle pepper sauce

ANISE ROAST PORK

Oven roasted pork stuffed with savory figs and apples with a hint of anise

STUFFED PORK CHOP

Center cut pork chop stuffed with Cornbread and apple stuffing

PORK TENDERLOIN

Sliced tenderloins of pork dressed with a savory Dijon sauce

VEAL

VEAL PICCATA

A classic! Scaloppini of veal sautéed and flavored with lemons and capers

VEAL OSCAR

Veal cutlets topped with asparagus, lump crab and drizzled with hollandaise sauce

CLASSIC VEAL CHOP

Char-broiled veal chop served on a bed of spinach with garlic and caramelized onions

ITALIAN STYLE STUFFED VEAL CHOP

Veal chop stuffed with prosciutto, fresh mozzarella, roasted red peppers, and basil

C L A S S I C S



CULINARY CLASSICS

SEAFOOD

SHRIMP SCAMPI

Shrimp sautéed with fresh herbs and garlic served over basil orzo

BROILED SALMON WITH DILL BUTTER

Salmon fillet broiled to perfection served with dill butter

ALMOND COCONUT TILAPIA

Baked tilapia fillet crusted with coconut, almonds and cuban seasonings

GARLIC ORANGE CHILI SHRIMP

Shrimp stir-fried with Asian vegetables, ginger, garlic and green onions in garlic orange sauce

VEGETARIAN

VEGETABLE SKEWERS

Vegan Napoleon with Portobello mushroom, eggplant, peppers, zucchini and yellow squash

EGGPLANT ROLLARD

Eggplant rollard stuffed with wild mushrooms and tofu, with roasted plum tomato sauce and polenta

CHEVRE, ORZO AND BASIL STUFFED PORTOBELLO

Portobello mushroom caps stuffed with chevre cheese, tri-colored orzo and fresh basil

VEGETARIAN LASAGNA ROLLUP

Lasagna noodles layered with fresh ricotta, mozzarella, and parmigiana cheese topped with a marinara sauce

C L A S S I C S



MENU ACCOMPANIMENTS

Menu accompaniments for lunch and dinner. All meals include one salad, one vegetable, one starch and one dessert.

SALADS

TOSSED GARDEN SALAD

A fresh mix of lettuce with tomatoes, cucumbers, red onion and croutons and your choice of dressing

CAESAR SALAD

Romaine lettuce with parmesan cheese, garlic croutons and creamy caesar dressing

FRESH MESCLUN

Baby vegetables with balsamic vinaigrette

BUFFALO MOZZARELLA

Tomato and fresh basil with garlic vinaigrette

THAI CUCUMBER SALAD

ICEBERG WEDGE WITH MAYTAG BLEU CHEESE

PEAR AND TOASTED WALNUT SPRING SALAD



MENU ACCOMPANIMENTS

Menu accompaniments for lunch and dinner. All meals include one salad, one vegetable, one starch and one dessert. Below is a list of the accompaniments to the entree.

ON THE SIDE - SELECT TWO

- Baked potato served with butter sour cream and chives
- Country mashed potatoes
- Baked sweet potatoes
- Oven roasted garlic potatoes
- Rice pilaf
- Basmati rice
- Long grain and wild rice
- Whipped sweet potatoes
- Fresh broccoli
- Asparagus spears (seasonal)
- Fresh zucchini with garlic and basil
- Green beans with almonds
- Carrots vichy
- Baby carrots

DESSERTS

PIES AND COBBLERS

- Dutch apple pie
- Blueberry crisp
- Peach cobbler
- Boston cream pie
- Pumpkin pie
- Key Lime pie
- Lemon meringue pie

MENU ACCOMPANIMENTS



FINISHING TOUCHES

DESSERT BARS, BY THE DOZEN

- Chocolate brownies
- Marble brownies
- Lemon bars
- Seven layer bars
- Marshmallow krispies
- Raspberry ribbon brownies
- S'mores
- Oreo dream bar
- Carrot cake bar
- Turtle brownie bar
- Petit fours

COOKIES, BY THE DOZEN

- Chocolate chip
- Oatmeal raisin
- Peanut butter drop
- Chocolate chocolate chip
- Macaroons
- Assorted biscotti

ICE CREAM SUNDAE BAR, 25 GUEST MINIMUM

Includes one 3 gallon tub of ice cream with your choice of vanilla, chocolate or strawberry

Select two sauces from the following:

- Chocolate
- Hot fudge
- Butterscotch

Select 3 from the following toppings:

- Cashew nuts
- Sprinkles
- Crushed oreos
- Cherries
- Gronola
- Whipped topping
- Gummy bears
- M & M's
- Strawberry topping

SNACKS, BY THE POUND

- Popcorn
- Potato chips
- Pretzels
- Chips and salsa
- Pita chips with hummus
- Gardetto

FINISHING TOUCHES



GOURMET DIPS/TRAYS AND DISPLAYS/CARVING STATIONS

ASSORTED DIPS, BY THE POUND OR PER PERSON Served with crackers

- Spinach and artichoke dip
- French onion dip
- Garden vegetable dip
- Ranch dip
- Crab dip
- Shrimp dip
- Seven layer dip with tortilla chips

TRAYS AND DISPLAYS, PER PERSON

- Crudités and dip
- Cheese and crackers
- Imported/specialty cheese and gourmet crackers
- Fresh seasonal fruit and cheese
- Smoked salmon with condiments
- Mini rollers
- Tea sandwiches with assorted fillings: (Select 2 types)
tuna salad, egg salad,
chicken salad, seafood salad
- Fresh seasonal fruit

CARVING STATION, BY THE POUND OR PER PERSON

Carved selections are accompanied by an assortment of miniature rolls, condiments and sauces. There is an additional charge per station chef.

Carving station comes with your choice of:

- Roast turkey with giblet gravy
- Mustard and apricot glazed ham
- Roast pork loin
- Roast top round of beef with au jus
- Roast tenderloin of beef

GOURMET DIPS
TRAYS AND DISPLAYS



HORS D'OEUVRES

BY THE DOZEN

The following hors d'oeuvres can be served passed on trays or set up as stationary buffets depending on the style of your event.

HOT

- Spanakopita
- Honey drizzled chicken drumettes
- Fried chicken tenders
- Coconut shrimp
- Mini chicken wellington
- Sausage bites with champagne mustard and white wine
- Eggrolls
- Vegetable spring rolls
- Stuffed mushroom
- Scallops wrapped in bacon
- Bacon wrapped dates
- Potstickers
- Parmesan artichoke hearts
- Crab rangoon
- Honey ginger chicken satay
- Crab cakes
- Mini quiche

COLD

- Vegetarian sushi roll
- Sushi
- Shrimp cocktail
- Crenshaw or cantaloupe wrapped with prosciutto
- Skewered fruit with yogurt dressing
- Salmon pinwheel
- Tomato, mozzarella and basil crostini
- Belgium endive and herbed goat cheese
- Tuscan bruschetta

H O R S D ' O E U V R E S



BEVERAGES

HOT, SOLD BY THE GALLON:
16 SERVINGS PER GALLON

- Brewed regular and decaf coffee
- Hot tea
- Hot cider (seasonal)
- Hot cocoa (seasonal)

COLD

- Soft drinks (12 oz can)
- Bottled water
- Bottled juice
- Milk (pint)

PUNCHES, SOLD BY THE GALLON:
16 SERVINGS PER GALLON

- Lemonade
- Apple juice
- Iced tea
- Cranberry punch
- Orange blossom
- Iced cappuccino

BEVERAGES



Planning Your Special Event

We pride ourselves in being able to meet everyone's catering needs. The following steps will help you through the process of organizing your special function.



Arranging and Reserving a Date

Even if the date of the event is only tentative, please make arrangements with the catering department so that we can at least get you on our records. All other information such as location, number of guests, time of the function, and menu selection, need to be decided at least (10) business days before the function. You may contact the catering department at 630-466-6655 or contact us on our website at www.wccdining.com or email us at waubonseedining.usa@sodexo.com.



Reserving a Location

Whether the event is to take place on campus or off, the location reservation needs to be confirmed before we will deliver. Tables, chairs, and other equipment will need to be arranged by you.

College Groups- Use Ad Astra to reserve rooms and request room setups and media. If room setup and media are not requested in Ad Astra at the time the room is reserved, requests can be made at a later date as follows: room setup requests (Campus Operations, ext. 2769 or mavram@waubonsee.edu); media request information is located on the Inet Media Services Web page. For the Academic and Professional Center Event Room contact Waubonsee's coordinator at ext. 2856.




External Groups- For the rental of the Academic and Professional Center Event Room, contact Waubonsee's Event Coordinator at 630-466-2856 or submit a request online at www.waubonsee.edu/apcevents. For all other locations, contact Campus Operations




Planning Your Special Event


Contact the Catering Office



At least (10) days before the event, contact the Catering Office at 630-466-6655, email us at waubonseedining.usa@sodexo.com or stop by our office located in the Student Center. Some arrangements can be made by phone or email, others require an appointment with the Catering Manager. This is the time for a thorough discussion of all specifics and details. We can help you make all the necessary decisions to determine which of the services that we offer would best fit your needs. The office hours are Monday through Friday, 8:00 am – 4:00 pm, closed on some holidays. After we have finalized all the details of your special event, you will receive a confirmation sheet to be signed and sent back to us. All cancellations and final changes, including the customer guarantee count, **MUST** take place at least (3) business days prior to your function. Charges will be incurred if you make any cancellations or changes after this time frame. If you do not contact us with a final count within the (3) business days allowed, we will prepare for the estimated number and charge accordingly.



Event Confirmation and Guarantees




A guarantee is required (3) business days before your catered event. This confirmation and guarantee will include the exact times, location, attendance, menu choices and room setup. If your event is cancelled, you are responsible for contacting the Catering Department and canceling the event. You will be liable for 100% of your food bill for any event that is not cancelled within (1) business day, and confirmed in writing by the customer. If the College is closed due to inclement weather, all catering events will be automatically cancelled.




Planning Your Special Event

Payment




All catered functions must have a secured payment before they occur. Waubonsee requisition number, Visa, Mastercard, Cash and Checks are all valid payment methods. Non-College related groups are required to make a deposit of 75% one week prior with the balance due at the conclusion of the event. Tax exempt organizations are required to submit a copy of their exemption certificate prior to their date.

Delivery Fees



There is no delivery fee for catering services held at a Waubonsee campus. Deliveries to other locations will be subject to a \$25.00 delivery fee or 10% of estimated bill, which ever is greater, not to exceed \$150.00.





Planning Your Special Event

Attendants

To ensure that your event is a success, catering staff will be provided for all served meals and buffets during the first two hours of service. If additional time is needed, a fee of \$10.00 per attendant for a one hour minimum will be applied. We recommend that you have an attendant for all receptions and breaks for every 50 guests.



Catering Equipment

As the host of the catered event, you are responsible for the equipment we have provided for the service of your catered event. Any missing or damaged catering equipment or supplies will be charged to your account, at replacement costs. In the occurrence of a very large event, specialty equipment may need to be rented. We can provide this for you at an additional charge.



China Charges

Our catering department provides high-quality plastic products as our standard, unless otherwise requested. We also offer china service for any event at an additional charge.

Full Meal Service and Silverware \$2.00 pp

Coffee or Beverage China Service \$1.00 pp


Reception China and Silverware \$1.00 pp

All of the above are charged per person. For meals served in the Formal Dining Room in the Student Center, china is the standard.




Floral Charges

We will be happy to order, receive and handle specific floral arrangements for you. For decorative requests an additional fee will be determined in accordance with your specific needs.




Planning Your Special Event

Linens and Skirting



If your event is a served meal or a buffet we will provide linens and skirting for food, beverage and guest tables at no charge. If you would like linen to be placed on guest tables for receptions, breaks, meeting tables and boxed lunches there will be a \$5.00 fee for each tablecloth. Other tables may be skirted and covered at \$5.00 per tablecloth and \$20.00 per skirt. The same applies to registration tables, name tag, head tables, and any additional table that will not be directly used for setup. Skirting can be done on any table not exceeding one inch in thickness. We can also provide napkins to meet your color scheme for \$0.50 each. Specialty linens are available upon request for an additional charge.

Food Removal Policy



Due to health regulations, it is the policy of Sodexo Catering Services that excess food items from events cannot be removed from the event site. Items purchased for pick up should be properly stored prior to the event and removed and disposed of by the host of the event.



