



C A T E R I N G



at Murray State College



# 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 guide 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!***



# 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 at least 10 days prior to the function so that we can at least get you on our records. You will also need to provide the location, number of guests and time of the function at the time of booking. Menu selections must be confirmed 7 business days prior to the event. Bookings or set up changes that allow less than 72 hours notice will result in an additional charge not to exceed \$100.00. You may contact the catering department at **371-2371, extension 169** or email us at [jmclain@mscok.edu](mailto:jmclain@mscok.edu).



## Reserving a Location

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





# Planning Your Special Event (cont.)

## Requirements for Event

- ✓ Before an event can occur, the Catering Department must have an approved Purchase Order signed.
- ✓ A final number of attendees, the minimum number that will be charged, is due in the catering office no later than 72 business hours in advance of the event. If the actual number of attendees is greater, this number will be used for billing. If a guarantee number is not given, Sodexo will bill for the expected number or actual number, whichever is greater.
- ✓ Events cancelled after the confirmation will result in a cancellation fee. Any event cancelled within 48 hours of the event will result in a fee equal to 100% of the confirmed charges.



## Payment for Services

All catered functions must be secured by purchase order, University funds, checks, credit card or cash before occurring. Events requested by outside parties must make a deposit of 50% of the estimated charges and the balance must be paid in full 72 business hours before the event, which is when the final guarantee will be given.





# Planning Your Special Event (cont.)

## Standard Service Charge and Taxes

Outside parties are charged an 15% service charge in addition to applicable state sales tax. Tax exempt parties must provide a copy of the Oklahoma issued status letter before the event.



## Off Campus Catering and Delivery Fees

Off campus events or the delivery of items will result in a \$10.00 delivery fee per trip and in extreme circumstances an additional fee may be incurred.



## Linen

Tablecloths and skirting are provided for all food and beverage stations, as well as guest seating as a service standard. Additional linen, skirts, and tables are rentable, however additional fees may occur. Of course, special order linen and color paper products are possible, at an additional cost.



# Planning Your Special Event (cont.)



## China

If you wish to rent china from Sodexo, it is available at a per place setting charge.



## Outdoor Events on Campus

Outdoor events on campus will be served with high quality paper products and incur a \$50 set up fee as well as tent rental. Regulations mandated by the County Health Department require food to be kept outdoors under a type of shelter. The catering department will be glad to obtain tent rental quotes from local vendors.



## Extended Service and Removal of Food Items

Standard catering service is based on three hours including meeting coffee breaks, meals, and receptions. For an additional fee, staff will be provided for additional time if requested with a reasonable amount of notice. Leftover food may not be removed from the serving location by attendees due to liability and safety issues.





# Our Menu

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## PLANNING YOUR EVENT –

This section lists information and tips to help plan your event.



# A G R E A T S T A R T

## 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 specialty teas. A minimum of 25 persons in attendance is required in order to avoid a \$25 service charge.*

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### EARLY RISER

Fluffy scrambled eggs, bacon strips and sausage links, and breakfast potatoes accompanied by breakfast pastries, butter, and preserves

*\$9.50 per person*

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### HOMESTYLE

Buttermilk pancakes or french toast sticks served with warm maple syrup and whipped butter, bacon strips and sausage links, fluffy scrambled eggs, and breakfast potatoes

*\$10.00 per person*

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### CONCOURSE

Fluffy scrambled eggs, bacon strips and sausage links, breakfast potatoes, cheese blintzes with fresh strawberry sauce, breakfast pastries, butter, and preserves

*\$10.50 per person*

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### MIDWESTERN

Fluffy scrambled eggs with onions, mushrooms and peppers, bacon strips and sausage links, western fried potatoes, biscuits and gravy, breakfast pastries, butter, and preserves

*\$10.50 per person*



# A GREAT START

## MORNING BREAKS

*All morning breaks are served with freshly brewed regular and decaffeinated coffees, specialty teas, and condiments. Breaks scheduled with less than 25 in attendance will be subject to a \$25 service charge.*

## BAGEL BREAK

An assortment of New York style bagels including whole wheat, onion, and plain served with strawberry and plain cream cheese, butter, and preserves, along with various juices including orange, apple, and cranberry. \$6.75 per person

## COUNTRY BREAK

Buttermilk biscuits with sausage, blueberry and bran muffins with fresh sliced fruit served with butter and preserves, along with various juices including orange, apple, and cranberry. \$7.49 per person

## FITNESS BREAK

Freshly baked banana nut bread, individual yogurt, granola bars, whole fresh fruit, and an assortment of juices including orange, apple, and cranberry. \$8.75 per person

*Add any of these items to create a custom menu for any occasion at a per person extra cost:*

- Cinnamon Rolls \$1.25
- Biscuits and Gravy \$1.50
- Waffle Station \$2.00
- Omelet Station \$3.00
- Ham Steak \$2.50
- Fruit Plate \$2.50
- Seasonal Fruit Salad \$2.49



# A GREAT START

## COFFEE BREAKS

*Coffee breaks include regular and decaffeinated coffees and condiments. A minimum attendance of 25 is required in order to avoid a \$25 service charge. The following choices are a per person cost.*

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Coffee only	\$1.99
Assorted can sodas	\$1.20
Assorted can sodas and cookies	\$4.25
Freshly baked muffins	\$2.99
Assorted fruit danish and fresh muffins	\$4.25

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An assortment of breakfast pastries including coffee cake, fruit turnovers, cinnamon rolls, and seasonal breakfast breads \$4.45

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Assorted fruit juices and hot tea served with breakfast pastries including coffee cake, fruit turnovers, cinnamon rolls, and breakfast breads \$5.49

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Assorted fruit juices and hot tea served with a sliced seasonal fruit display. Also includes coffee cake, fruit turnovers, cinnamon rolls, and seasonal breakfast bread \$6.79



## L U N C H T I M E

### EXPRESS LUNCHES

*Our signature sandwiches can be prepared to suit your event. We package these to go for you.*

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### TRADITIONAL SACK LUNCH

Shaved roast turkey or smoked ham with American cheese on your choice of white or wheat bread, a bag of chips, whole fruit, two cookies, and a canned beverage.

*\$5.95 per person*

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### STANDARD BOX LUNCH

Shaved roast turkey or smoked ham with american cheese on a hoagie deli roll with lettuce and tomato, a bag of chips, whole fruit, two cookies, potato or pasta salad, and a canned beverage

*\$7.95 per person*



## LUNCH TIME

### LUNCHEON BUFFETS

*Our lunch buffets are served with your choice of standard dessert, iced tea, and coffee. A minimum attendance of 25 is required in order to avoid a \$25 service charge. Prices are based per person.*

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### **DELI BUFFET**

Soup du jour with a tossed green salad and choice of dressing, potato salad or coleslaw, potato chips, an assortment of deli-style meats including roast beef, smoked turkey, sugar-cured ham, and salami, swiss and cheddar cheese, lettuce, tomato, and pickles served with assorted breads, wraps, and rolls  
\$14.75

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### **TEX-MEX**

Fresh garden salad with basil and cilantro in addition to a choice of dressing, vegetable platter with a peppercorn ranch dip, beef or chicken enchiladas served with spanish rice, refried beans, tomatoes, onions, shredded cheese, black olives, and sour cream with tortilla chips, salsa and queso. \$12.50

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### **MIDWEST HOMESTYLE**

Mixed field lettuces with tomato, cucumber, and choice of dressing, choice of chef's meatloaf or chicken fried steak along with mashed potatoes and peppered gravy, with your choice of fresh green beans or buttered corn and fresh buttermilk biscuits with butter. \$11.00



## LUNCH TIME

### LIGHTER SIDE OF LUNCH ENTREES

*Our light lunches are served with a choice of red potato salad, fresh cut fruit or pasta salad, and your selection of standard dessert accompanied with iced tea and water at \$10.50 per person. Sandwiches with bagged chips only are \$9.50 per person.*

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### **FLAME SEARED MONTEREY JACK**

Flame seared breast of chicken and jalapeno monterey jack cheese on an open faced english muffin with sliced tomato, leaf lettuce, red onion, a pickle spear, and a mild jack cream sauce

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### **SOUTHWESTERN CHICKEN RANCH WRAP**

A large tomato tortilla filled with mesquite broiled breast of chicken, shredded lettuce, cheddar cheese, scallions, tomato, and black olives dressed with a jalapeno ranch spread

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### **SOUTHWESTERN GRILLED CHICKEN**

Marinated chicken breast, cheddar jack cheese, lettuce, tomato and spicy salsa mayonnaise served on a french roll

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### **ROAST TURKEY AND SMOKED BACON CLUB**

Shaved roast turkey and wood smoked bacon with leaf lettuce, sliced tomato, and baby swiss cheese on a fresh croissant served with a dijon and mayonnaise blend



## ENTREE SALADS

*Less than 25 guests in attendance will incur a \$25 service charge.  
Reflected prices are per person.*

### **BLACKENED CHICKEN CAESAR WITH ANGEL HAIR PASTA**

Cajun seasoned and cast iron fired boneless breast of chicken with angel hair pasta tossed in Chef's Caesar dressing atop freshly cut heart of romaine and garnished with julienne red bell pepper, garlic seasoned croutons, fresh tomato, black olives, pepperocini, and parmesan cheese

\$10.75

### **Fiesta Salad**

Lettuce in a Crisp Tortilla Bowl, Taco Meat, Tomatoes, Jalapenos, Shredded Cheese, Sour Cream and Salsa

\$9.95

### **ORIENTAL SESAME GRILLED CHICKEN SALAD**

Flame grilled sesame ginger marinated breast of chicken over shaved romaine, iceberg, and green leaf lettuces, presented with mandarin oranges, roasted almonds, sliced celery and scallions, tomato wedge and sliced cucumber, served with a soy and ginger vinaigrette

\$11.50

### **CHEF'S TRIO SALAD**

Three delightful salads, chicken salad with walnuts and grapes, dill tuna with pistachios, and crab and shrimp salad. Each is presented in a half tomato and comes with fresh seasonal fruit

\$11.50



# LUNCH TIME

## PREMIUM LUNCHEON ENTREES

*Our premium luncheon entrée selections are served with a choice of salad, vegetable, starch, rolls and butter, your choice of a standard dessert, iced tea and water. All prices are based on per person.*

### **RESTAURANT BAKED LASAGNA**

Freshly baked lasagna with Italian sausage and meat sauce.

\$12.50

### **SALISBURY STEAK**

Chopped sirloin steak topped with a creamy marsala mushroom sauce.

\$12.80

### **SMOKED PARMESAN CHICKEN LINGUINE**

Mesquite grilled breast of chicken on a bed of garlic linguine served with a smoked parmesan cream sauce.

\$14.75

### **ROSEMARY AND PEPPER CRUSTED ROAST TURKEY**

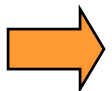
Slow roasted tom turkey rubbed with fresh rosemary and cracked black pepper served with three onion dressing and classic rich turkey gravy.

\$13.25

### **RUSSIAN BEEF STROGANOFF**

Tender strips of beef sirloin braised with white onions and garlic, served in a sour cream and white wine sauce over buttered egg noodles \$14.25

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## LUNCH TIME

### PREMIUM LUNCHEON ENTREES

*Our premium luncheon entrée selections are served with a choice of salad, vegetable, starch, rolls and butter, your choice of a standard dessert, iced tea and water.*

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#### **SOUTHERN CATFISH FILLET**

Catfish fillet, breaded and fried to a golden brown.

\$15.90

#### **GRILLED DOUBLE THICK PORK CHOPS WITH CHARRED PEARS**

Flame grilled boneless pork chop napped with a pear and scallion glaze and garnished with a hot flamed pear

\$15.75

#### **GRILLED LONDON BROIL ADOBE WITH SPRING ONION AND SWEET CORN RELISH**

Flank steak seasoned with cumin seed, paprika, and whole grain mustard, sliced thin and served with spring onions and sweet corn relish.

\$16.75

#### **HORSERADISH AND CUMIN CRUSTED WHOLE ROASTED SIRLOIN WITH MUSTARD AIOLI**

Horseradish and cumin rubbed, slow roasted sirloin with a traditional imported mustard and garlic sauce

\$14.90



## AFTER LUNCH TIME

### AFTERNOON BREAKS

*All afternoon breaks are served with bottled water, assorted can sodas, freshly brewed regular and decaffeinated coffees, condiments, and specialty teas. All prices reflect per person cost.*

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### CHOCOLATE BREAK

Chocolate covered peanuts, chocolate chip cookies, and mini candy bars

\$6.75

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### HEALTH CLUB BREAK

Fresh fruit display, assorted granola bars, and individual fruit yogurt

\$8.25

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### SOUTH OF THE BORDER

Five layer bean dip, queso, and salsa served with tortilla chips

\$8.75



## D I N N E R B U F F E T S

### SPECIALTY BUFFETS

*The following buffets have been created with distinctive themes for your event planning convenience and are served with your selection of dessert, iced tea, regular and decaffeinated coffees. Attendance of 25 is required in order to avoid a \$25 service charge.*

#### AMERICAN

Buffet includes tossed seasonal greens with a choice of dressing, tomato and cucumber salad, sliced roast beef with au jus, asiago scalloped potatoes, broccoli florets with a light cream sauce and fried onions and fresh baked rolls with butter

\$12.00

#### ITALIAN

The italian buffet includes a class caesar salad, roman pasta salad with tomato, mozzarella and salami, chicken cacciatore, grilled italian sausage and peppers, zucchini and squash medley with basil, bowtie pasta in a tomato and bacon cream sauce, and garlic bread

\$16.75

#### PACIFIC RIM

Pacific rim includes egg drop soup, teriyaki rice and mushroom salad, ginger beef and broccoli, almond chicken with mandarin oranges, korean hot and spicy noodles, and sautéed green beans and carrots in a sweet and sour sauce

\$15.75

#### OKLAHOMA SMOKE HOUSE

Enjoy cole slaw, pickles and onions with barbeque beef brisket with a spicy barbecue sauce, ranch style baked beans, pepper buttered cobbettes, and freshly baked rolls with butter

\$10.85

D I N N E R



# CARVING STATION

## SPECIALTY BUFFETS

*The carving station options are offered as part of your dinner buffet selections. These options are also available as a reception/hospitality style service. All pricing reflect per person cost and an additional charge of \$25 per hour will be assessed for events requiring carving station services. A minimum of 25 in attendance is required to avoid a \$25 service charge.*

### HAM

Carved baked ham with silver dollar rolls and condiments

*\$3.00 per person*

### TURKEY

Carved roast turkey with silver dollar rolls and condiments

*\$3.00 per person*

### PORK

Carved roasted rosemary pork loin with silver dollar rolls and condiments

*\$4.00 per person*

### BEEF

Carved peppered dijon beef tenderloin with silver dollar rolls and condiments

*\$6.50 per person*



## CULINARY CLASSICS

### DINNER ENTREES

*For an event that requires a more formal atmosphere, we suggest a served meal. Each menu item includes a choice of salad, fresh vegetable and starch, baked rolls and butter, dessert, and beverage. All prices listed below are based on per person.*

#### **BEEF TENDERLOIN AND WILD MUSHROOMS WITH GLAZED PECANS**

Slow roasted tenderloin of beef steaks served with a compote of smoked bacon, wild mushrooms, and pecans. \$24.95

#### **ROSEMARY GRILLED NEW YORK STRIP WITH HICKORY SWEET ONIONS**

Flame seared rosemary marinated strip steak with hickory smoked sliced onions. \$22.80

#### **PEPPER CRUSTED FILET MIGNON WITH BLEU CHEESE BUTTER**

Pan seared filet mignon with dijon reduction \$22.00

#### **GRILLED RIBEYE STEAK WITH ROASTED GARLIC AND HORSERADISH**

A generous ribeye steak flame charred served with a sauce of roasted garlic and fresh horseradish \$23.90



## CULINARY CLASSICS

### DINNER ENTREES

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#### **HOISIN CHICKEN BREAST WITH GREEN PEPPERS AND ONIONS**

Hot wok stir fried breast of chicken with garlic lime juice and hoi sin, garnished with grilled peppers and onions

\$15.75

#### **BASIL GARLIC CHICKEN BREAST WITH GRILLED BALSAMIC PEACHES**

Sautéed breast of chicken served with basil, garlic, and a touch of molasses served with balsamic marinated peaches

\$16.30

#### **SAUTEED ASIAGO CHICKEN**

Asiago garlic and leeks filled breast of chicken, pan seared and served with a light scallion cream sauce

\$17.25

#### **SLOW GRILLED GAME HEN WITH GARLIC LEMON HERB RUB**

Game hen rubbed and marinated with fresh lemon, garlic and rosemary, grilled over a slow flame and served with a glaze of mandarin oranges

\$19.95



## CULINARY CLASSICS

### DINNER ENTREES

*For an event that requires a more formal atmosphere, we suggest a served meal. Each menu item includes a choice of salad, fresh vegetable and starch, baked rolls and butter, dessert, and beverage. All pricing reflect per person cost.*

#### **GRILLED DUCK BREAST WITH RED AND GREEN GRAPE CHUTNEY**

East coast boneless duck breast, pan seared and served with a homemade chutney of red and green grapes

\$24.90

#### **BBQ TEXAS PORKLOIN**

Slow-cooked tender barbecued texas porkloin served on a smoked corn chile sauce garnished with a cilantro garlic cream sauce

\$16.75

#### **GLAZED ALASKAN HALIBUT WITH AN ORANGE AND RED ONION PICA DE GALLO**

Pan glazed halibut served under a pica de gallo made from fresh oranges, red onion, cilantro, and chiles

\$19.95

#### **APPLE TARRAGON PORK MEDALLIONS**

Porkloin roasted with white, black and red peppercorns, sliced into medallions and served with glazed apples and tarragon

\$16.75



## M E N U   A C C O M P A N I M E N T S

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

### **SALADS**

#### **TOSSED FIELD GREENS**

A blend of southwest grown field greens and purple cabbage, roma tomato, English cucumber, shredded carrots, and garlic seasoned croutons, served with a choice of ranch, Italian, or balsamic vinaigrette

#### **CAESAR SALAD**

Cut heart of romaine served with garlic seasoned croutons, roma tomato, fresh parmesan cheese, garnished with black olives, peppercini, and Caesar dressing

#### **MANDARIN ORANGE, ROASTED ALMONDS, AND LEAF LETTUCE SALAD**

Assorted soft lettuce mixed with mandarin oranges and roasted almonds, garnished with cucumber, tomato, cilantro, and red onion, served with a poppy seed dressing



## M E N U   A C C O M P A N I M E N T S

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

### **ON THE SIDE – SELECT TWO**

- Smoked cheddar and bacon scalloped potatoes
- Rosemary and garlic roasted new potatoes
- Saffron wild rice pilaf
- Creamed onion and scalloped potatoes
- Glazed sweet potatoes with molasses and pecans
- Parmesan sage polenta
- Yukon potato hash with sweet onion and vinegar
- Roasted garlic mashed russets with chives
- Crimini mushrooms and scallion rice pilaf
- Creamed potatoes with pearl onions
- Sweet potato hash with scallions and black pepper
- Steamed new potatoes with garlic butter and chives

### **STANDARD DESSERTS**

- Assorted cookies & brownies
- Chocolate cake
- Italian lemon cream cake
- Cheesecake with Strawberry or Raspberry Sauce
- Apple or Cherry Pie
- Carrot Cake with Walnut Icing
- Pecan pie

### **PREMIUM DELECTABLES**

*(Add \$2.00 per person)*

- Chocolate seduction cake
- Apple caramel delight
- Black forest torte
- Key lime pie
- Pecan turtle cheesecake

### **CLASSIC CROWD PLEASERS**

*(Add \$1.25 per person)*

- Chocolate mousse with raspberries, whipped cream and mint leaf
- Black forest cake
- Mini fruit tarts
- Raspberry white chocolate cheesecake



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

*The following hors d'oeuvres can be served passed on trays or set up as stationary buffets depending on the style of your event. All selections are priced by the person. The platters will accommodate 40 guests.*

## HOT

- Mozzarella sticks . . . . . \$1.45
- Chicken wings & drumettes . . . . . \$1.45
- Spicy hot wings . . . . . \$1.45
- Sesame and Honey chicken fingers . . . . . \$1.80
- Pineapple BBQ Meatballs . . . . . \$1.45
- Meatballs in a mushroom burgundy sauce . \$1.45
- Fried jalapeno cheddar peppers . . . . . \$1.45
- Bacon & cream cheese stuffed mushrooms \$1.55
- Mesquite chicken quesadilla . . . . . \$1.65

## COLD

- Vegetable crudité's with ranch dip . . . . . \$46.20
- Fresh seasonal sliced fruit tray . . . . . \$50.60
- Whole fresh fruit assortment . . . . . \$30.00
- Assorted deli tray . . . . . \$50.60
- Variety cheese tray . . . . . \$57.20
- Tortilla rolls with ham and cream cheese \$60.00
- Assorted finger sandwich platter . . . . . \$52.00
- Southwest fiesta platter . . . . . \$52.00
- Assorted gourmet cold canapés . . . . . \$137.20



## B E V E R A G E S

- Coffee, regular and decaffeinated . . . . . \$8.00 per gallon
- Iced tea . . . . . \$8.00 per gallon
- Hot tea flavored packets . . . . . \$1.00 each
- Punch . . . . . \$10.50 per gallon
- Lemonade . . . . . \$9.75 per gallon
- Sparkling Punch . . . . . \$14.25 per gallon
- Soft drinks, 12 oz cans . . . . . \$1.00 each
- Soft drinks, 20 oz bottles . . . . . \$2.00 each
- Aquafina, 20 oz bottles . . . . . \$2.00 each
- Air void of ice water . . . . . \$2.75 per gallon
- Assorted fruit juice by the gallon . . . . . \$9.25
- Assorted fruit juice by the bottle . . . . . \$2.00
- Milk by the pint . . . . . \$2.00
- Milk by the gallon . . . . . \$9.25



## S N A C K S

- Assorted muffins . . . . . \$8.50 per dozen
- Assorted donuts . . . . . \$6.35 per dozen
- Coffee cakes . . . . . \$10.25 per dozen
- Sliced banana bread . . . . . \$10.25 per dozen
- Bagels with cream cheese . . . . . \$10.25 per dozen
- Assorted cookies . . . . . \$10.25 per dozen
- Fresh fudge brownies . . . . . \$10.25 per dozen
- Deluxe round brownies . . . . . \$10.25 per dozen
- Rice Krispie treats . . . . . \$10.25 per dozen
- Quarter decorated single layer sheet cake . . . . . \$17.90 each
- Half decorated single layer sheet cake . . . . . \$37.00 each
- Whole decorated single layer sheet cake . . . . . \$75.90 each

*Sheet cakes are available in white or chocolate.*



## R E C E P T I O N S

*All receptions are served with regular and decaffeinated coffees, iced tea, and fruit punch. The carving station options offered as dinner buffet selections are also available as a reception style service. Less than 25 guests in attendance will incur a \$25 service charge. Reflected prices are per person.*

Fresh vegetable display and  
freshly sliced seasonal fruit

\$7.00

Fresh vegetable display, sliced fresh  
seasonal fruit, domestic cheese and  
crackers, spinach dip with Italian bread  
cubes, baked ham or roast beef with  
silver dollar rolls

\$11.75

Fresh vegetable display, sliced  
fresh seasonal fruit served with  
domestic cheese and crackers

\$8.75

Decorated sheet cake (white or  
chocolate) served with assorted  
mixed nuts and fruit punch

\$7.25

