

Policies and Procedures

SECTION: Administration	NO. 2.1.11.			
CHAPTER: General	ISSUED: 5/7/75	REV. A 6/94	REV. B 10/10/00	REV. C 7/22/09
POLICY: Catering on Campus	PAGE 1 OF 1			

PURPOSE:

The purpose of this policy is to communicate the University's contractual commitments with its food service provider, Sodexo Campus Services.

POLICY:

Sodexo Campus Services has been designated as the official and exclusive contracted food service for Creighton University's Campus Dining Services' programs. Sodexo will have exclusive catering rights for the University. Exceptions will be made in catering with the General Manager's approval. Appeals to the General Manager's decision will be made to the Assistant Vice President for Student Life who will have final say on variances from the contract. The guidelines of the Ethnic Food Policy will sometimes be applied if the event that is being excepted falls within its conditions. Other exceptions may be made on an event-by-event basis with approval from the Assistant Vice President of Student Life after consultation with the General Manager of University Dining Services.

SCOPE:

All activities, social events, public meetings, private events, conferences or other gatherings involving food and beverages, including alcohol on campus are required to make appropriate arrangements with University Dining Services.

PROCEDURE:

It is recommended that food and beverage orders be placed three weeks in advance by contacting the Catering Department in the Skutt Student Center or the Harper Center or by calling 280-2446.

Any exceptions to this contractual arrangement must request to do so by completing a Waiver of Exclusivity form available [here](#).

ADMINISTRATION:

This policy is administered by the Office of the Vice President for Student Life.