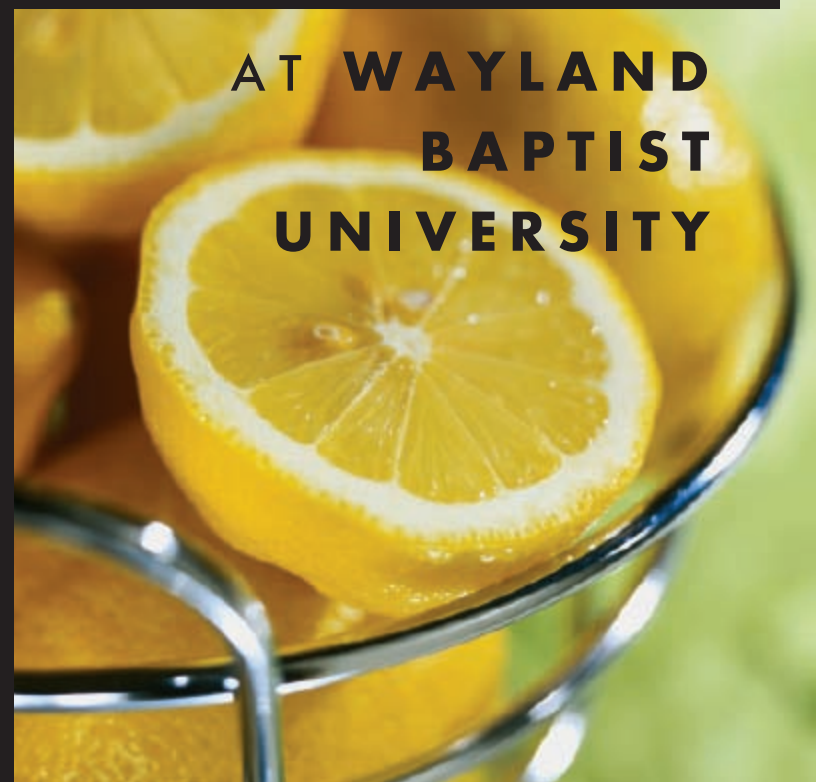




C A T E R I N G



AT WAYLAND  
BAPTIST  
UNIVERSITY





# 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 to Wayland Baptist

We are excited to provide you with our catering menu and to assist you in planning your event. All menus are only suggestions. Our commitment is to customize menus for your occasion. From a formal dinner to meeting break refreshments, we will offer creative menus, elegant presentations, and thoughtful service to provide your guests with a memorable dining experience.



To plan your next event, or for further assistance, please contact your Catering Sales Coordinator, Chris Wren at 806-291-3770





# 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.

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## EARLY RISER

An assorted pastry basket of mini danish, donuts, or muffins, and a juice assortment of orange and apple.

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## EYE OPENER

An assorted pastry basket of mini danish, scones, or muffins. Juice assortment of orange, and apple. An assortment of fresh seasonal sliced fruit.

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## SUNRISE START

An assortment of bagels and scones with accompaniments of fruit yogurt with granola, a bottled juice assortment of orange, apple and cranberry and an assortment of fresh seasonal sliced 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

- Scrambled eggs
- Bacon
- Ham steak
- Sausage links
- French toast
- Waffles
- Pancakes
- Home fried potatoes
- Hash browns
- Grits
- Cereal with milk
- Yogurt with granola
- Assorted seasonal sliced fruit

### BAKERY A LA CARTE, SOLD BY THE DOZEN

- Assorted bagels with condiments
- Assorted donuts
- Mini croissants
- Mini danish
- Mini sticky rolls
- Assorted scones
- Assorted muffins
- Cinnamon rolls

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B R E A K F A S T



## LUNCH TIME

### EXPRESS LUNCHES: (10 GUEST MINIMUM)

Our signature specialty sandwiches can be prepared to suit your event. 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 side salad of the day, condiments, potato chips, cookies or brownies and a 20 oz bottled beverage or bottled water.

#### BISTRO GRILL

Grilled herb chicken breast with melted mozzarella and pesto mayonnaise on focaccia bread with the side salad of the day, condiments, potato chips, cookies or brownies and a 20 oz bottled beverage or bottled water.

#### GRILLED PORTOBELLO ON FOCACCIA

Grilled portobello mushroom sandwich with provolone cheese served with side salad, condiments, potato chips, cookies or brownies and a 20 oz bottled beverage or bottled water.

#### CHICKEN SALAD ON CROISSANT

Diced chicken breast tossed with a light Dijon mayo blend. Served with a side salad, condiments, potato chips, cookies or brownies and a 20 oz bottled beverage or bottled water.

#### SWEET BEEF

Roast beef with caramelized onion and Dijon mayonnaise on a baguette served with side salad of the day, condiments, potato chips, cookies or brownies and a 20 oz bottled beverage 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 20 oz bottled beverage or bottled water.

#### TURKEY CHEDDAR WRAP

Turkey and cheddar with horseradish cream cheese on a flour tortilla, condiments, potato chips, cookies or brownies, a 20 oz bottled beverage or bottled water.

#### PICNIC LUNCH

Assorted deli sandwiches on a roll or choice of sliced bread, featuring tuna, roast turkey breast, ham & swiss, condiments, potato chips, cookies or brownies and a 20 oz bottled beverage or bottled water.

EXPRESS LUNCHES



## LUNCHEON SALADS

### LUNCHEON SALADS: (10 GUEST MINIMUM)

Our signature specialty salads can be prepared to suit your event. 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 20oz. bottled Soda or 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



## BOX LUNCHES

Need lunch on the run, try a box lunch. We have 2 selections to pick from. For the lighter budget a basic box lunch or for the more discerning tastes try an executive box lunch.

### STANDARD BOX LUNCH

Choice of sandwich with either, deli sliced turkey or shaved ham and sliced cheese. Topped with leaf lettuce and sliced tomato. Side items include a choice from our standard chip selection, two cookies, and a piece of whole fruit. Finish it off with a canned soda.

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### EXECUTIVE BOX LUNCH

Choice of either sliced deli turkey, shaved ham or roast beef. Choose a bread from a selection of croissant, sub roll, pita, or turn it into a wrap. Toss in a bag of gourmet chips, like kettle cooked jalapeno potato or parmesan pita chips. Also included is a piece of whole fruit, two cookies and a canned soda.



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

## SPECIALTY BUFFETS: (20 GUEST MINIMUM)

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

### 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 choice of lemonade or iced tea.

#### OPTIONS

- Pasta salad, potato salad, garden salad, caesar salad and tossed garden salad with lettuce mix, tomatoes, cucumbers, red onion and croutons.

### NACHO BAR

Tortilla chips, refried beans, nacho cheese sauce, thick & zesty chili. Top it off with shredded lettuce, diced tomatoes, sliced jalapenos, sliced ripe olives, picante sauce and sour cream. Fresh baked cookies, iced tea, water and coffee, finish it off.

### CAESAR BAR

Romaine lettuce tossed with parmesan cheese, croutons, and caesar dressing served with rolls and butter, dessert bars and iced tea, water and coffee.

#### OPTIONS:

- Add grilled chicken, beef strips, grilled shrimp or grilled salmon

### ROMA ITALIAN

Choice of two: penne, rotini or bowtie with marinara sauce and alfredo. Meat lasagna and one vegetable. Served with breadsticks, butter, shredded parmesan cheese, Caesar salad, choice of dessert and iced tea, coffee and water.

### MEXICAN BUFFET

Choice of beef or cheese enchiladas with spanish rice, refried or charro beans. Sour cream, salsa, and tortilla chips. Sopapillas or assorted cookies for dessert. Iced tea, coffee and water.



## MOVABLE FEASTS

### MOVABLE FEASTS: (20 GUEST MINIMUM)

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

#### BASIC BBQ

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

#### TEXAS STYLE BBQ

Choice of 2, BBQ brisket, smoked sausage, pulled BBQ pork, or BBQ chicken breasts, with bacon, cheddar & BBQ sauce. Sides include: choice of 2 salads, potato salad, coleslaw, or macaroni salad, with corn on the cob, baked beans, and relish tray with pickles, onions, & jalapenos. Dinner rolls and butter. Dessert choice of cookies or brownies. Beverage choice of lemonade, or iced tea, and water.

#### HOLIDAY DINNER

Tossed garden salad with lettuce mix, tomatoes, cucumbers, red onion and croutons with your choice of two dressings.

Roast turkey, with whipped potatoes and giblet gravy, green beans, country stuffing, cranberry sauce, rolls and butter, pumpkin pie. Served with coffee, decaffeinated coffee, or ice tea.

#### FAJITA BAR

Choice of chicken, beef, or shrimp fajitas, warm flour tortillas accompanied with spanish rice, beans and traditional toppings. Choice of dessert, lemonade, or ice tea.

#### WINGS AND THINGS

Buffalo wings, blue cheese dressing, celery sticks, carrot sticks, and Select two: California vegetable pizza, cheese pizza, pepperoni pizza and Caesar salad with assorted 20 oz bottled beverages or iced tea.



## CULINARY CLASSICS

These menu items can be set up as a buffet (20 guest min.) or a served meal. There is an additional charge for wait staff on 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, iced tea and choice of dessert.

### BEEF

#### FILET MIGNON

Beef Tenderloin filet with your choice of sauce

#### ROAST TOP ROUND OF BEEF

Sliced roast top sirloin of beef carved and served with au jus

#### SLOW ROASTED PRIME RIB

Hand carved rib roast served with au jus and horseradish sauce.

#### TEXAS STYLE CHICKEN FRIED STEAK

Breaded cube steak fried and served with country cream gravy.

### PORK

#### SOUTHWESTERN GLAZED PORK LOIN

Carved and served with a zesty chipotle pepper sauce

#### 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

#### HONEY GLAZED HAM

Our slow cooked pit ham with a honey glaze.

### 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

#### HUNTERS GRILLED CHICKEN BREAST

Boneless breast of chicken grilled and topped with a light brown sauce with sautéed shallots and mushrooms.

#### ROSEMARY CHICKEN

Chicken breast with rosemary and garlic

#### PARMESAN CHICKEN

A lightly breaded Italian seasoned boneless breast of chicken sautéed and topped with a classic red 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

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

#### AHI TUNA

Ahi Tuna grilled and served with a caponata relish

#### MARYLAND CRAB CAKES

Mouthwatering Maryland lump crab cakes

#### ALMOND COCONUT TILAPIA

Baked tilapia fillet crusted with coconut, almonds and cuban seasonings

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

#### SPINACH SALAD WITH WARM BACON DRESSING

#### ARUGULA WITH ROASTED PEPPER VINAIGRETTE

#### THAI CUCUMBER SALAD

#### THAI PASTA SALAD WITH SNOW PEAS

#### 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
- Garlic mashed potatoes
- Au-Gratin potatoes
- Baked sweet potatoes
- Potatoes Anna
- Oven roasted garlic potatoes
- Rice pilaf
- Basmati rice
- Long grain and wild rice
- Whipped sweet potatoes
- Broccoli spears
- Asparagus spears (seasonal)
- Fresh zucchini with garlic and basil
- Green beans with almonds
- Carrots vichy
- Baby carrots
- Baby squash

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### DESSERTS

#### PIES AND COBBLERS

- Apple pie
- Blueberry crisp
- Peach cobbler
- Boston cream pie
- Pumpkin pie
- Lemon meringue pie
- Cherry Pie
- Pecan Pie
- Chocolate cream pie

### CAKES

- Double chocolate cake
- Carrot cake
- German chocolate cake
- Angel food cake with seasonal berries
- Carrot cake with cream cheese frosting
- Bread pudding
- Lemon Zest cake
- Coconut Cake
- Red Velvet

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### SPECIALTY DESSERTS (EXTRA CHARGE)

- Chocolate Belgium Cheesecake \$2.50pp
- Vanilla Bean Cheesecake \$2.25pp
- Key Lime Cheesecake \$2.00pp
- Cheesecake \$1.50pp
- Lemon Berry Cake \$2.00pp
- Turtle Cheesecake \$1.50pp
- Chocolate Confusion \$2.00pp
- Carmel granny apple \$2.25pp



## FINISHING TOUCHES

### DESSERT BARS, BY THE DOZEN

Have your dessert bars cut into triangles, logs and squares to create an attractive platter

- Chocolate brownies
- Marble brownies
- Lemon bars
- Marshmallow krispies
- Carrot cake bar
- Square petit fours
- Peanut butter choc. chip blondie

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### COOKIES, BY THE DOZEN

- Chocolate chip
- Oatmeal raisin
- Peanut butter drop
- White chocolate macadamia
- Sugar

### 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
- Caramel

Select 3 from the following toppings:

- Peanut
- Sprinkles
- Crushed oreos
- Cherries
- Granola
- Whipped topping
- Gummy bears
- M & M's

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### SNACKS, PER PERSON

- Popcorn
- Potato chips
- Pretzels
- Chips and salsa
- Pita chips with hummus
- Mixed nuts
- Soft pretzels



## GOURMET DIPS/TRAYS AND DISPLAYS/CARVING STATIONS

### ASSORTED DIPS, PER PERSON

Served with crackers

- Spinach and artichoke dip
- Ranch dip
- Crab dip
- Seven layer dip with tortilla chips (20 person min.)

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### TRAYS AND DISPLAYS, PER PERSON

- Crudité's and dip
- Cheese and crackers
- Fresh seasonal fruit and cheese
- Smoked salmon with condiments
- Mini rollers
- Tea sandwiches with assorted fillings: (Select 2,3 types)  
tuna salad, egg salad,  
chicken salad, seafood salad
- Fresh seasonal fruit

### CARVING STATION, PER PERSON

Carved selections are accompanied by an assortment of miniature rolls, condiments and sauces. There is an additional charge per station chef. \$75.00

Carving station comes with your choice of:

- Roast turkey with giblet gravy
- Honey glazed ham
- Roast pork loin
- Roast top round of beef with au jus

GOURMET DIPS  
TRAYS AND DISPLAYS  
CARVING STATIONS



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

## PRICED PER PERSON

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
- Eggrolls
- Fried mushrooms
- Oysters Rockefeller
- Chicken & mushroom quesadilla tapas
- Roasted red pepper and gouda quesadillas
- Southwest Eggrolls
- Honey ginger chicken satay
- Crab cakes
- Stuffed jalapeno
- Chicken crispito
- Mini quiche

### COLD

- Shrimp cocktail
- Honeydew or cantaloupe wrapped with prosciutto
- Skewered fruit with yogurt dressing
- Salmon pinwheel
- Tomato, mozzarella and basil crostini
- Tuscan bruschetta



# BEVERAGES

## HOT: 16 SERVINGS PER GALLON

- Brewed regular and decaf coffee
- Hot cocoa (seasonal)
- Herb Tazo - celestial tea, per person
- Hot Lipton tea per person

## COLD

- Canned soda, bottled soda (20 ounce)
- Bottled waters
- Bottled juices
- Iced teas

## PUNCHES, SOLD BY THE GALLON: 16 SERVINGS PER GALLON

- Lemonade
- Pineapple gingerale



# 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 in the planning stages, it is important to check for availability of space and staff for your event. Contact our office, so we can help get you on the books. It can be unfortunate when an event is partially planned, only to find that the desired staff or equipment is not available on the date requested. Your reservation can be held, based on general information, while details are confirmed. All details regarding time, location, number of guests and menu, however, should be confirmed at least 10 days in advance of the function in order to avoid late charges.



## **Reserving a Location**

Whether the event is to take place on campus or off, the location reservation must be confirmed before we will deliver. All events held in the McClung University Center banquet room, (UC211), are booked through Wayland dining services. The student dining room must be cleared through the office of the VP of Enrollment. The President's dining room and the parlor are reserved through the President's office. Tables, chairs, equipment and room reservations outside of the McClung center are coordinated through the University. Audio/Visual and other equipment setups should be arranged through the University. If your event is to be in a building other than the McClung Center, please make arrangements for us to have access prior to your event.





# Planning Your Special Event

## Contact the Catering Office

As soon as you begin to plan your event, contact us @ 806-291-3770, or [wrenc@wbu.edu](mailto:wrenc@wbu.edu). Some very large events begin reserving space up to a year in advance, so it is important to get your event scheduled. For small events, contact our office approximately 30 days prior to your function. We will make every attempt to accommodate events with short notice, but this may result in additional fees. Most arrangements can be made via phone or email; however, we will be happy to schedule an appointment to discuss any details, if that is your preference. Most events will require a standard contract and, before the event can occur, we must have an approved Wayland account number for any Wayland event. A purchase order will be required for events over \$500. As the function approaches, a detailed catering contract will be sent to you in order to verify all final arrangements. This contract must be signed by you, noting any changes, questions or concerns and returned to the catering office at least 72 hours before the event. Major changes after the signed contract is received in our office may result in additional charges. The minimum attendance guarantee agreed upon in the contract is a firm number and cannot be lowered. This number can be raised as long as we agree that the event can be accommodated, however, once the number is raised, it cannot be lowered again. All departments must contact their department head to confirm account numbers and fund availability. A final guarantee is due in the catering office no later than 72 hours in advance of your event. Once the final guarantee is set, this is the minimum number of attendees for which you will be charged. If the actual number of attendees is above the final guarantee, then you will be charged for the higher number. If Wayland Baptist University is closed due to inclement weather, all catering events will be automatically cancelled.





# Planning Your Special Event

We understand that changes are part of the special event and catering industry and we will make every effort to accommodate any changes or revisions in a professional manner. However, significant changes made in the last 72 hours of an event often affect our presentations, costs, service and perceived value of our product. Therefore, significant changes within the last 72 hours may result in additional charges.



Events cancelled after contractual confirmation may result in a cancellation fee. These fees are explained in detail in the catering contract. Short-notice events cancelled once a contract has been distributed will also result in cancellation fees. These fees will not be less than all expenses incurred by the dining services as a result of the order, plus 25%. Any event cancelled with 36 hours of the event will result in a cancellation fee equal to 100% of the confirmed charges. In extreme circumstances, these charges will be reviewed.



All catered functions must have a secured payment before they occur. University funds, checks, credit cards or cash are valid payment methods. Groups outside of the University are required to make a deposit of \$300 or 50% of the estimated charges (whichever is less) upon event confirmation, with the balance remaining due 72 hours before the event. A 10% service charge is standard on all events for groups outside of the University. This service charge covers fixed costs incurred while maintaining our service standards and gives our clients a consistent and measurable charge for budgeting purposes. Sales tax will be charged on all functions. Tax exempt groups may avoid paying sales tax by providing a copy of their tax-exempt status letter from the State of Texas for our files. Groups must present this letter during event planning and before making payment. Repeat tax exempt clients will have to provide this letter only once per year.





# Planning Your Special Event

## **Service and Delivery Fees**

Events with a final guarantee of less than the minimum will be subject to a service fee of \$30.00. Off campus events may result in an additional fee of \$100 to cover transportation costs. Events in buildings other than the UC that request china, glass and silver instead of paper and plastic, will be subject to a \$50.00 fee. Items delivered off campus and “dropped off” will result in a delivery fee of \$50 per trip.



## **Linen**

As a service standard, we provide tablecloths and skirting for all food and beverage stations. We also provide linen for guest seating, for a buffet or served meals. Additional linen and skirts for registration tables may be rented at a discounted rate; however some events that require large amounts of display tables may be assessed additional fees incurred by us. If desired, linen that requires a special order is available at an additional cost.



## **Extended Service and Removal of Food Items**

Coffee breaks have a standard service time of two hours, however, replenishing and extended service times are available for additional fees. Standard meal service is based on two hours. Service staff will be provided for additional time if required or requested, but significant time extensions may result in additional fees. If you foresee any time issues that may arise, please discuss the situation with us, as we may be able to offer advice on how we can accommodate your events with little or no additional charges. Due to food safety issues and the inherent liability, food that is left after catering may not be removed from the serving location.





# Planning Your Special Event

## **Late Charges**

We all have last minute surprises or schedule changes and we will make every effort to accommodate last minute events, however, a late fee of \$50 may be assessed for any event booked with less than 72 hours notice.



## **Budgeting tips**

Whether it is \$200 or \$200,000, we all have budgets to work within. Often your catering manager can offer advice on how to make subtle adjustments to menus, décor or set up that can help you save those dollars. Make sure your catering manager understands your top priority for the event. We are sensitive to the fact that clients want the “most bang for their buck”, but understanding your priority list is an important factor in helping to protect your investment. Service style and menu choice are the biggest influences on pricing. Make your choices with your ultimate goal for this event in mind. Once you believe you have an idea, discuss your thoughts with your catering manager. Quantity vs. Quality is always something to consider. We will do our best to meet both of these needs for our client, but both are subjective terms that depend entirely on the individual. Communication of your wants and needs will always help your event. “A quick business lunch on a budget may not really require a dessert”. Mentioning that fact could help save your budget.



## **Last but not least**

The catering and kitchen equipment we have is not something we can loan or rent. Also there are some guidelines for the use of UC211, so please discuss with us your decoration plans you have for UC211.





