

MATC Oak Creek Campus

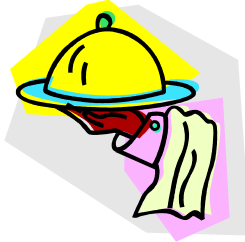
CATERING SERVICES



2008 MENU

MATC OAK CREEK CAMPUS

Food Service Catering Procedures



The Milwaukee Area Technical College – Oak Creek Campus Food Service students are committed to providing high quality catering service to MATC's internal and external customers.

In order to better serve our customers, a number of procedures have been implemented.

1. No catering order can be processed until a room has been reserved and approved through Mary Teske, South Campus Scheduling – Room A106, 571-4623.
2. Please make every effort to give the catering staff 72 hours notice. Orders placed with less than 72 hours notice may be declined. If you cannot provide 72 hours notice, please contact Martha Miller at 571-4748 to discuss your options.
3. **ALL catering orders should be dropped off in Room A200. Please place the order in the box marked *Catering Requests* on the front counter. Do not give the order directly to Bob or Tom. All orders need to be logged in and checked for accuracy/approval before they are given to Bob or Tom.**
4. For Internal orders, a requisition must accompany the order. For External orders, payment will be billed immediately after service is provided. The requisition must show Agency approval and include a PO number.
5. Catering orders are confirmed via e-mail or telephone after the order has been placed with Bob/Tom. Please do not call Bob or Tom directly. If the order is cancelled with 24 hours or less notice, the order will be billed at 50% of the estimated cost.
6. IF YOU ARE TAKING GUESTS THROUGH THE LUNCH LINE YOU MUST USE THE OFFICIAL SOUTH CAMPUS GUEST LUNCH TICKET. TICKETS MUST HAVE THE ACCOUNT NUMBER TO BE BILLED AND MUST BE AUTHORIZED. TICKETS ARE AVAILABLE FROM MARTHA MILLER OR JODY BURDICK.

Please contact Martha Miller at 571-4748 or by e-mail at millerma@matc.edu if you have any questions.

Bob Ilk, Instructor
Tom Tateoka, Instructor

The South Campus Business Division FAX number is 571-4746.

BREAKFAST BUFFET SELECTIONS



BREAKFAST BUFFETS

Assorted juices, coffee and tea service accompany the following breakfast buffet selections. All breakfast buffets consist of 1 piece of bakery per person.

Continental Breakfast

Assorted breakfast breads and pastries served with preserves, honey, butter, and cream cheese.

\$4.75 per person

Deluxe Breakfast

Fresh scrambled eggs, served with sautéed mushrooms, chives, sausage links, bacon or ham, and breakfast potatoes, assorted breakfast breads and pastries, served with preserves, honey, butter, and cream cheese.

\$9.00 per person

Omelet Station

Omelets made to order with choice of ham, bacon, mushrooms, onions, green peppers, tomatoes, cheddar and mozzarella cheeses. Includes assorted breakfast breads and pastries, served with preserves, honey, butter, and cream cheese.

\$10.29 per person

(Stations are priced per person and fee for chef)

Additional Breakfast Items:

Fresh Whole Fruit Basket	\$.99 per person
English Muffins/Assorted Jellies	\$1.09 per person
Bagels with Cream Cheese	\$15.00 per dozen
Pastries and Donuts	\$15.00 per dozen
Muffins	\$15.00 per dozen
Yogurt	\$1.49 per person
Coffee or Tea	\$14.75 per gallon
Bottled Juice	\$2.00 per person
Pitcher of Juice	\$9.00 per pitcher

Breakfast Sandwiches: Muffin or Biscuit

Ham or sausage, egg, and cheese	\$2.85 per person
Ham or sausage and egg	\$2.50 per person
Bagel, sausage or ham, egg, and cheese	\$3.00 per person

COLD HORS D'OEUVRES



Cheese Ball with Crackers		\$11.59 per lb.
Assorted Cold Canapes		\$17.25 per dozen
Stuffed Cherry Tomatoes or Pea Pods		\$17.25 per dozen
Mini Puffs Filled with Cucumber or Chicken Salad		\$10.39 per dozen
Silver Dollar Sandwiches (Turkey, Ham, Beef, Tuna, Chicken Salad)		\$11.69 per dozen
Finger Sandwiches		\$11.59 per dozen
Deviled Eggs		\$10.99 per dozen
Kebobs		\$27.69 per dozen
Shrimp & Lemon		
Ham, Cheese, Olive		
Ham & Pineapple Chunk		
Strawberry & Melon		
Melon & Prosciutto		
Seasonal Fresh Fruit Platter	10 servings	\$20.90
	25 servings	\$52.25
	50 servings	\$104.50
Fresh Vegetable Crudites	10 servings	\$16.90
	25 servings	\$42.25
	50 servings	\$84.50
Wisconsin Cheese Platter	10 servings	\$18.90
	25 servings	\$47.25
	50 servings	\$94.50
Wisconsin Cheese & Sausage Platter	10 servings	\$22.90
	25 servings	\$57.25
	50 servings	\$114.50
Smoked Trout or Salmon (20 guest minimum)		Market Price
Display of Lox with Bagels, Cream Cheese, Sour Cream (20 guest min.)		Market Price

HOT HORS D'OEUVRES



Pizza Rolls	\$10.00 per dozen
Chicken Wings	\$10.50 per dozen
Swedish Meatballs	\$8.50 per dozen
Cocktail Sausage	\$8.50 per dozen
Rumaki	\$11.50 per dozen
Mini Quiche	\$13.25 per dozen
Spanakopitta (Spinach Pie)	\$14.50 per dozen
Stuffed Mushroom Caps	\$15.00 per dozen
Crab Meat Rangoon	\$15.75 per dozen
Spring Rolls	\$12.00 per dozen
Pot Stickers	\$9.50 per dozen
Chicken Sate	\$16.00 per dozen
Beef Sate	\$16.00 per dozen
Mini Beef Wellington	\$17.50 per dozen
Mini Chicken Cordon Bleu	\$17.50 per dozen
Mini Tacos	\$4.75 per dozen
Mini Tamales	\$8.50 per dozen
Baked Potato Skins	\$8.50 per dozen
Quesadillas	\$10.75 per dozen

Silver Dollar Sandwiches – Meat carved by Chef at Buffet

(Cost of labor for Chef plus \$11.69 per dozen)

SNACK ITEMS



Potato Chips for 15	\$4.99
Potato Chips and Dip for 15	\$9.69
Potato Chips – Individual 1 oz. bag	\$.89
Pretzels	\$1.75
Tortilla Chips for 15	\$4.99
Tortilla Chips with Salsa for 15	\$9.69
Nacho Cheese	\$3.00
Guacamole or Salsa	\$5.59
Mixed Nuts	Market Price
Taco Dip with Chips for 15	\$15.00
Refried Bean Dip with Chips for 15	\$15.50
Spinach Dip with Bread for 15	\$15.00
Pizzas – 16” with Cheese w/assortment of toppings	\$15.99

BEVERAGES



Coffee	\$14.75 per gallon
Soda	\$1.30 per person
Milk	\$.90 per person
Lacroix Bottled Water	\$1.70 per person
Bottle Water	\$1.45 per person
Bottled Juice	\$2.00 per person
Bottled Sprecher Root Beer	\$2.00 per person
Lemonade	\$0.95 per person
Hot Chocolate	\$12.00 per gallon
Hot Tea	\$14.75 per gallon
Iced Tea	\$0.95 per person
Pitcher of Juice	\$9.00 per pitcher
Fruit Punch Bowl (Minimum of 25 guests)	\$12.00 per gallon

** Each Gallon yields approximately 10 twelve-ounce servings*

LIGHTER FARE

(Priced Per Person)



Submarine Sandwich \$7.25

Grilled Ruben with Potato Salad \$7.50

French Dip with Au Jus \$7.50

Bacon, Lettuce and Tomato Sandwich \$6.50

Club Sandwich with Lettuce and Tomato on a Variety of Breads \$8.00

Croissant Sandwiches \$7.50

(Above Served With Chips)

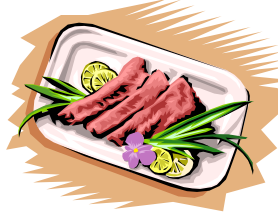
Soup and Salad Bar \$9.00

Baked Potato Bar \$11.50

Pasta Bar \$12.00

A LA CARTE LUNCH ENTREES

(10 Guest Minimum - Price Per Serving)



BEEF

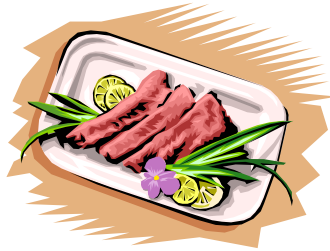
Roast Beef	\$6.95
Beef Stroganoff	\$7.25
Beef Stir Fry	\$7.95
Swiss Steak Jardinière	\$8.95
Beef Tips in Burgundy Sauce	\$7.25
Pepper Steak	\$7.95
Hearty Beef Stew in Bread Bowl	\$5.95
Beef Flank Steak	\$14.95
Beef Tenderloin (sit down only)	\$16.95
Grill Tenderloin with Sesame Noodles	\$8.75

POULTRY

Southern Fried Chicken	\$7.75
Boneless Chicken Breast (Marinated or Honey Mustard Sauce)	\$7.75
Chicken Divan	\$7.75
Pesto Chicken	\$7.75
Chicken Cordon Bleu or Stuffed (Broccoli and Cheddar or Bacon and Swiss)	\$7.95
BBQ Chicken	\$7.75
Chicken Pasta with Broccoli	\$7.25
Chicken Stir Fry	\$6.95
Chicken Fried Rice	\$6.95
Chicken Oscar	\$8.50
Chicken in Puff Pastry	\$8.50
Whole Roasted Turkey and Gravy	\$45.00
Sliced Turkey in Gravy	\$5.95

A LA CARTE LUNCH ENTREES

(10 Guest Minimum - Price Per Serving)



PORK

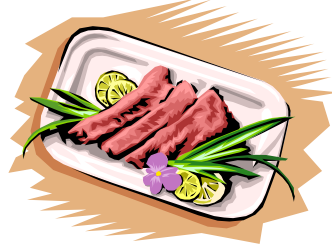
Hawaiian Baked Pork	\$8.95
Breaded Pork Chops	\$8.95
Stuffed Pork Chops	\$8.95
Pork Stir Fry	\$7.95
Roast Loin of Pork	\$8.95
Ribs	\$9.95
Jambalaya	\$7.75

SEAFOOD

Fisherman's Platter (Fried Cod, Pollack, and Shrimp)	\$8.95
Fried Catfish	\$6.95
Beer Batter Cod	\$6.95
Italian Cod with Veggies	\$6.95
Seafood Creole	\$7.75
Stuffed Sole	\$15.95
Jumbo Shrimp	\$14.95
Broiled Salmon	\$14.95
Broiled Tuna Steaks	\$15.95

A LA CARTE LUNCH ENTREES

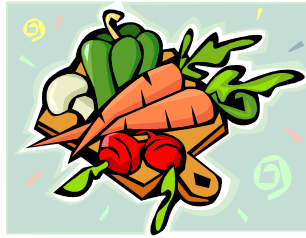
(10 Guest Minimum - Price Per Serving)



PASTA

Manicotti	\$6.75
Stuffed Shells	\$6.75
Ravioli	\$6.95
Spaghetti with Three Sauces	\$6.75
Lasagna (Meat or Vegetarian)	\$6.75

VEGETABLE SIDES



\$2.95 each – Per Person

Baked Beans	Green Beans (Almandine or Herbal)
Cranberry Sauce	Harvard Beets
Buttered Broccoli Spears	Brussel Sprouts
Cabbage (Boiled or Sweet Sour)	Carrots Minted or Orange Glazed
Cauliflower in Cheese Sauce	Corn (Nibblests or Cob or O'Brien)
Green Peas or with Pearl Onions	Sauerkraut
Spinach	Baked Acorn Squash
Turnip Greens with Ham	Fresh Asparagus
Refried Beans	Peas and Carrots
California Blend	Italian Blend

POTATOES, RICE & PASTAS

\$2.95 each – Per Person

Whipped Potatoes	Baked Potatoes
New Parslied Potatoes	Potatoes Au Gratin or Scalloped
American, Hashbrowns	French Fried Potatoes
Oven Roasted	Steamed Red Potatoes
Potato Salad	Rice Pilaf
Spanish Rice	Fettuccini Alfredo
Linguini with Pesto	Pasta Primavera
Macaroni and Cheese	Candied Sweet Potatoes

SALAD SELECTIONS



FRESH VEGETABLE SALADS

\$2.95 each – Per Person

Tossed Salad with Dressing

Cole Slaw

Creamy Cucumber Salad

Carrot and Pineapple Salad

Potato Salad

Pasta Salad with/without Meat

Cucumber in Vinaigrette

SALAD PLATES

Stuffed Tomato \$2.25

Chef Salad \$7.95

Antipasto Pasta Salad \$6.95

Spinach with Hot Bacon Dressing \$6.75

Fresh Fruit Plate \$2.25

Royal Pineapple Salad with Croissant or Rolls \$8.50

Beef Taco Salad in Tortilla Bowl \$6.75

Guacamole and Salsa Sides \$2.50

Salad Bar \$5.75 per person

Chicken Caesar Salad \$7.95

Grilled Sirloin Spinach Salad \$7.75

BUFFET MENU

(Includes Entrée, Side, Bread Basket, Beverage)



Choice of 1 Entrée \$10.00 per person
Choice of 2 Entrées \$12.00 per person
Choice of 3 Entrées \$14.00 per person

ENTREES

Beef Stroganoff
Swiss Steak
Roast Beef
Beef Tips
Baked Ham
Breaded/Stuffed Pork Chops
Italian Baked Cod

Southern Fried Chicken
Chicken Cordon Bleu
Honey Mustard Chicken
Chicken Pesto
Roast Turkey
BBQ Ribs
Lasagna (Meat or Vegetarian)

SIDES (Choice of 2)

Tossed Salad
Cole Slaw
Wild Rice
Rice Pilaf
Turnip Greens
Black-Eyed Peas
Yams

Mashed Potatoes
Savory Stuffing
Oven Roasted Red Potatoes
Buttered Corn
California Blend
Green Beans Almondine
Baby Carrots and Green Beans

ASSORTED BREAD BASKET

BEVERAGES (Choice of 1)

Coffee & Tea
Milk
Lemonade
Soda
Fruit Punch
Iced Tea

DESSERTS



Cookies		\$7.00 per dozen
Assorted Dessert Bars (Eclairs, Petite Fours, French Pastries, Cream Puffs, Brownies)		\$14.99 per dozen
Cakes (Chocolate, Yellow, Carrot, etc.)		\$3.50 each
Pies (Apple, Blueberry, Cherry, Pecan, etc.)		\$3.00 each
Sheet Cakes	½ Sheet Plain	\$35.00
	½ Sheet Decorated	\$45.00
	Full Sheet Plain	\$65.00
	Full Sheet Decorated	\$75.00
Ice Cream Social		\$3.00 per person
	(An assortment of Carmel, Fudge, Jimmies, Strawberries, Nuts)	

ADDITIONAL SERVICES



TABLECLOTHS & TABLE SKIRTING

Linen Tablecloths (white only) - \$5.00 per table

Linen-like Table Covers Available in Your Choice of Colors - \$5.00 per table
(minimum of two weeks notice)

*Extra Skirted Tables - \$8.00 per table
(*No charge for linens on the buffet line)

NAPKINS

Linen Napkins (teal, rose, burgundy) – \$1.00 per person

Linen-like Napkins Available in Your Choice of Colors - \$1.00 per person
(minimum of two weeks notice)

BUFFET SERVICE/ TABLE SERVICE –

The following charges will apply for setting tables for a buffet meal.
An additional charge will be assessed if you want servers on the buffet line.

\$15.00 per every 30 persons – Weekday

\$20.00 per every 30 persons – Weekends and Evenings
(This includes place settings, water, salad, desserts, etc.)

Table Service - \$15.00 per hour per staff member
(minimum 4 hours per every 20 guests)

ADDITIONAL SERVICES

BAR SERVICE

Administrative Regulation and Procedure FF0601 states: Alcoholic beverages may **not** be consumed on the premises of Milwaukee Area Technical College, except for functions sponsored by academic, support, and/or service departments as approved by the chief financial officer/ vice president of finance, Michael Sargent, at 297-6492. Catering at all MATC campuses must be provided by the MATC Food Service Department. Outside caterers are prohibited from catering on the MATC campus except with prior approval of the Food Service Department. All alcoholic beverages must be served by MATC's licensed bartending staff and a MATC public safety specialist must be present for the event. Additional fees will be issued to enlist a MATC Public Safety Specialist for your event.

All menus for banquets and receptions should be planned two weeks prior to the event. A guaranteed number must be submitted three business days prior to the event. User groups are responsible for payment of the guaranteed number or the actual number served, whichever amount is greater.

Following are the fees charged by the MATC Catering Department for bar setups.

Any bar setup:	Bartenders' fee of \$25 per hour, minimum of 4 hours
Bar setup using disposable glassware:	\$50 setup fee
Bar setup using glassware:	\$100 setup fee

BAR SERVICE BEVERAGE PRICING

Wine	\$3.50 per glass
Domestic Beer	\$2.75 each
Imported Beer	\$3.25 each
Wine Coolers	\$2.50 each
Soda	\$1.00 each
Bottled Water	\$1.00 each



MATC CATERING SERVICES ORDER FORM

Name of Client: _____
Phone: _____
Email: _____
Campus/Dept.: _____
Name or Type of Event: _____

Date of Function: _____
Room Reserved: _____
Number of Guests: _____
Time Food is to be Delivered: _____
Food Clearing/Pick-up Time: _____

TYPE OF SERVICEWARE:
(Extra charge for china – China not available in Oak Creek)

TYPE OF SERVICE:
(list menu selections in section #2 below)

China service _____ Plastic service _____
Linens on _____ Individual Tables

Buffet _____ Pre-plated _____
Boxed _____ Table service _____
(Extra charge per server)

PLEASE INDICATE AMOUNT NEEDED

- | | | | |
|----------------------|---------------------|----------------|------------------|
| ___ ICE WATER | ___ SODA ___ Diet | ___ PASTRIES | ___ COOKIES |
| ___ COFFEE ___ Decaf | ___ BOTTLED WATER | ___ MUFFINS | ___ BROWNIES |
| ___ TEA | ___ FLAVORED WATER | ___ BAGELS | ___ BARS |
| ___ JUICE | ___ SPARKLING WATER | ___ CROISSANTS | ___ CAKES & PIES |
| ___ JUICE PITCHER | ___ PUNCH | ___ HARDROLLS | ___ TEA COOKIES |

SECTION #2: LIST MENU SELECTIONS OR SPECIAL REQUESTS:
(APPETIZER SERVICE, FULL MEAL, BUFFET, ETC.)

Internal Requisition Number to be Charged:

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(Required at the time order is placed.)

Requested by _____ Approved By _____

Date Order Received: _____ Date Confirmed _____ Date/Amount Billed _____

MATC MILWAUKEE, MEQUON, WEST ALLIS CAMPUS CATERING ORDERS – Submit to Anne Christ-Roman, Catering Coordinator, at Christ-a@matc.edu or fax to (414) 297-8397 a minimum of 72 hours prior to your event.

MATC OAK CREEK CAMPUS CATERING ORDERS – During the school year, submit to Martha Miller at millerma@matc.edu, fax to (414) 571-4746, or drop off in Room A200 on the Oak Creek Campus, a minimum of 72 hours prior to your event. For time periods outside of the MATC academic calendar, submit orders to Ann Christ-Roman, Catering Coordinator, at Christ-a@matc.edu or fax to (414) 297-8397 a minimum of 72 hours prior to your event.