

**Catering Guide FY 2024-2025**

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# PLANNING YOUR EVENT

### **MENU PRICING**

Our menu prices are based on the current market. We reserve the right to make changes when necessary. Price quotations will be guaranteed for 30 days prior to the event. Prices do not include applicable taxes and/or service charges, when they apply. Additional charges may be necessary for any additional paper products, linens, rental items or service labor over and beyond our usual staffing levels.

### **MENU**

The menu guide is designed to give you an idea of the available services, types of functions and capabilities provided by MCC Food Service Department. The full range of services that we can provide are not limited to the selections in this brochure. We welcome the opportunity to work closely with you, providing the quality and professional expertise necessary to ensure that your event is a success. This guide is merely a beginning to your planning process. Please call or email us whenever you need assistance in planning your next event.

### **ORDERING**

MCC Food Service requires a minimum advance notice of three weeks for all catered functions. Although, we will try to accommodate a need in last case scenarios it is not always certain that we will be capable of performing functions with less than 72 hour notice. Email request is made with a **Catering Request Form**. A completed **Food Service Catering Invoice Form** will be provided to you to serve as final approval of your event.

### **CONTACT**

All campus catering requests are made through the following:

Angel Sciortino

254-299-8037

asciortino@mclennan.com

### **COUNT GUARANTEE**

A guaranteed number of guests are required for all events no later than one weeks (7) days prior to the event. Specialty meals or large groups may require additional notice. After a guarantee is given, the organization sponsoring the event will be responsible 100-percent (100%) of that guarantee. MCC Food Service will prepare up to 5-percent (5%) more food in case additional guests need to be served. This 5% coverage is not applicable for buffet meals, hors d’oeuvre receptions, or events of 20 guests or fewer.

### **CANCELLATION POLICY**

If it is necessary to cancel an event, the following shall apply:

* 72 hour or more notice-no charge applied, except for special order items
* Less than 72 hour notice-a 50-percent (50%) charge of the guarantee will occur.

### **TAXES & SERVICE**

All prices on menus are subject to 8.25% Texas Sales Tax. If your organization is tax exempt, a copy of your tax exempt certificate must be sent to April Robinson arobinson@mclennan.edu

There is a 20-percent (20%) service fee for all non-College functions.

### **PAYMENT**

MCC department purchases will be processed by Events Specialist via Correcting Entry Form submitted to MCC Business Office with attached catering invoice. All other groups will receive an invoice from the MCC Business Office. Payment will be made directly to the MCC Business Office.

### **LEFTOVERS**

MCC Food Service plans your event with approximately a 5% overage on food production. Due to Texas Administrative Code: TITLE 25, Part 1, CHAPTER 229, perishable leftovers that have been previously served to a consumer at a catered event may not be removed from the event site. MCC Food Service will not be responsible for the health of individuals who consume unused food.

### **LINEN FEES**

Table linens and skirting for your food buffet and beverage buffet tables are included for your event at no additional charge. Guest tables, registration tables and any other linen requirements are available for rental through MCC Food Service. Linens will be distributed at event by MCC staff.

* 85” square linens for 60” round tables (white, black or sandalwood) - $4 per linen
* 112” rectangle linens for 6’ or 8’ long tables (white, black or sandalwood) - $4 per linen
* Cloth napkins (white, black or sandalwood) – 50 cents each

Linen rentals for events that are not catered by MCC Food Service will be charged the standard full rate of $4 per linen. Requests for linens must be made a minimum of two (2) weeks prior to the event.

MCC staff will not be responsible for distributing linens brought to an event from an outside source.

### **CHINA FEES**

Necessary quality plastic and paper products are included at no additional charge, with every MCC Food Service event. China service is offered at Conference Center and Northwood House only. A china service fee of $3.00 per person will be added to your catering invoice for all events using our china, glassware and flatware. Should our inventory prove to be inadequate to service the size of your event, they will be rented at the expense of the client. In addition, specialty items not offered by MCC Food Service will be rented at the expense of the client.

### **STAFFING FEES**

$50 per hour Bartender (minimum three (3) hours)

$100 flat rate Chef Action Station (Carving station, pasta, fajita or other)

Additional staffing fee for catered events may be necessary based upon dining logistics. Please contact event staff for details.

### **SPECIAL DIETS**

Special diets listed below are available at no additional charge with advance notice. Menus are available with two weeks advance notice.

* Gluten Free – Contains no wheat, barley or rye.
* Sugar Free – Contains no sugar. A sugar substitute may be an ingredient.
* Vegetarian – Contains no meat, fish, or poultry.
* Vegan – Contains no dairy, eggs, honey, or animal products of any kind.

### **ALCOHOL POLICIES AND SERVICE**

### Alcohol is prohibited on campus, except with Presidential approval, at the following locations: The Bosque River Stage, The Northwood House at McLennan Community College, The Conference Center at MCC, McLennan House and Gardens, Highlander Ranch and other designated areas. Beer or wine may be provided for your event. A list of approved alcohol vendors is available upon request. When alcohol is served, a fee will be charged for security with MCC event staff scheduling the officer. Please contact event staff for details.

# **BREAKFAST BUFFET SELECTIONS**

### CONTINENTAL BREAKFAST

$6.00 PER PERSON

Assorted Muffins and Fresh Seasonal Fruit

Highlander Regular Coffee and Chilled Fruit Juice

### SOUTHERN BISCUIT BREAKFAST

$7.00 PER PERSON

Flakey Biscuit – Choice of one of the following: Bacon or Sausage with Eggs and Cheese

Fresh Seasonal Fruit Assorted Jellies

### INDIVIDUAL BREAKFAST BURRITO

$6.50 PER PERSON

Fresh Tortilla – Choice of one of the following: Bacon, Sausage or Vegetable with Eggs, Potatoes and Cheese

Fresh Salsa

Fresh Seasonal Fruit

Highlander Regular Coffee and Chilled Fruit Juice

### THE TEXAS BURRITO

$8.50 PER PERSON

Fresh Tortilla – Choice of one of the following: Bacon, Sausage or Vegetable with Eggs, Potatoes and Cheese

Fresh Salsa

Fresh Seasonal Fruit

Highlander Regular Coffee and Chilled Fruit Juice

### THE TARTAN

$12.00 PER PERSON

Quiche – Choice of one of the following: Bacon, Sausage or Vegetable

Pastry Tray – Choice of one of the following: Assorted Muffins, Danishes or Cinnamon Rolls Fresh Seasonal Fruit

Highlander Regular Coffee and Chilled Fruit Juice

### THE HIGHLANDER BREAKFAST

$10.00 PER PERSON

Scrambled Eggs

Choice of Crisp Bacon OR Sausage Patties

Choice of Hash Brown Casserole OR Home Fried Potatoes Biscuit and Gravy – Butter and Assorted Jelly

Pastry Tray – Choice of one of the following: Assorted Muffins, Danishes or Cinnamon Rolls Fresh Fruit

Highlander Regular Coffee and Chilled Fruit Juice

ADDITIONAL INFORMATION

Coffee served in airpots – serves 10-12 people. Additional charge for Starbucks Café Verona coffee. Chilled juice served in carafe serves 6-8 people. All meals served with disposable plates, plasticware, napkins, and cups

# **COLD LUNCH BUFFET SELECTIONS** BOXED SALADS

### GARDEN SALAD

$8.00 PER PERSON

Field Greens, Shredded Carrots, Chopped Tomatoes, Red Onion, Cucumbers and Croutons Choice of Two Dressings: Ranch, BBQ Ranch, Balsamic Vinaigrette, Caesar or Italian

Fresh Dinner Roll

### GRILLED CHICKEN CASEAR SALAD

$10.00 PER PERSON

Romaine Lettuce, Grilled Chicken, Croutons, Shaved Parmesan Cheese, Creamy Caesar Dressing

Fresh Dinner Roll

### SANTA FE SALAD

$12.00 PER PERSON

Romaine Lettuce, Chopped Tomatoes, Shredded Cheddar Cheese, Corn and Black Bean Pico, Sliced Avocado, Sour Cream and Crispy Tortilla Strips

Salsa on the Side

Choice of Taco Meat OR Chicken Fajita Meat

Choice of Dressings: Ranch, BBQ Ranch, Balsamic Vinaigrette, Caesar or Italian

### CHEF SALAD

$12.00 PER PERSON

Romaine Lettuce, Julienne Turkey Breast, Chopped Smoked Ham, Tomato Wedges, Sliced Cucumbers, Shredded Cheddar Cheese and Bacon Bits

Choice of Dressing: Ranch, BBQ Ranch, Balsamic Vinaigrette, Caesar or Italian

Fresh Dinner Roll

### COBB SALAD

$11.00 PER PERSON

Romaine Lettuce, Grilled Chicken Breast, Crisp Bacon, Hard Boiled Egg, Tomato Wedges, Sliced Cucumbers, Avocado, Shredded Cheddar Cheese and Croutons

Choice of Dressing: Ranch, BBQ Ranch, Balsamic Vinaigrette, Caesar or Italian

Fresh Dinner Roll

All boxed meals include cutlery kit with napkin, plastic fork, knife and spoon, salt and pepper.

Beverage not included.

# **COLD LUNCH BUFFET SELECTIONS** BOXED SANDWICHES

### TURKEY CLUB SANDWICH

$8.50 PER PERSON

Sliced Turkey Breast, Sliced American Cheese, Crisp Bacon Strips, Lettuce and Sliced Tomato Served on Artesian Bread

Condiments Include: Mayonnaise and Mustard

*Add choice of the following: Cole Slaw, Pasta Salad OR Individual Bag Potato Chips $1.00 per person*

### CHICKEN SALAD SANDWICH

$8.00 PER PERSON

Grilled Chicken Salad – Grilled Chicken, Chopped Onion and Celery in a Tangy House-made Dressing Served on a Buttery Croissant

Condiments Include: Mayonnaise and Mustard

*Add choice of the following: Cole Slaw, Pasta Salad OR Individual Bag Potato Chips $1.00 per person*

### HAM & CHEESE SANDWICH

$8.50 PER PERSON

Honey Ham Sliced Thin and piled high, Swiss Cheese, Lettuce and Tomato

Choice of one of the following: Sliced White Bread, Sliced Wheat Bread OR Buttery Croissant Condiments Include: Mayonnaise and Mustard

*Add choice of the following: Cole Slaw, Pasta Salad OR Individual Bag Potato Chips $1.00 per person*

# BOXED COMBO MEALS

### SALAD/SANDWICH COMBO

$10.00 PER PERSON

Choice of one of the following: Small Garden Salad, Grilled Chicken Caesar Salad, Santa Fe Salad, Chef Salad OR Cobb Salad

Choice of one of the following: Half Turkey Club Sandwich, Half Chicken Salad Sandwich OR Half Ham & Cheese Sandwich for Whole Sandwiches add $2.50 per person

Condiments Include: Mayonnaise and Mustard

*Add choice of the following: Cole Slaw, Pasta Salad OR Individual Bag Potato Chips $1.00 per person*

Choice of one of the following Desserts:

Two Cookies per person – Chocolate Chip, Peanut Butter, Oatmeal Raisin, Macadamia Nut or Sugar Cookie OR One per Person: Fudge Brownie, Lemon Bar, Cheesecake Bar OR

Key Lime Tart OR Lemon Tart

All boxed meals include cutlery kit with napkin, plastic fork, knife and spoon, salt and pepper.

Beverage not included.

# **HOT LUNCH & DINNER BUFFET SELECTIONS**

## THE MCLENNAN BUFFET

### CHOOSE ONE ENTRÉE

#### CHICKEN $13.00 Per Person

**Rosemary Chicken –** grilled chicken served with a creamy rosemary sauce.

**Chicken Marsala** – Panko crusted chicken breast sautéed with onion and mushrooms in a marsala and butter sauce.

**Tuscan Chicken** – Grilled chicken breast topped with a sun-dried tomato and spinach parmesan cream sauce

**Smothered Chicken –** grilled chicken covered in mushrooms and onions, with swiss cheese

**Crispy Fried OR Baked Bone-in Chicken** – Southern fried chicken OR Seasoned baked chicken

**Chicken King Ranch**

**Chicken Spaghetti**

#### BEEF $14.00 Per Person

**Chicken Fried Steak with Cream OR Brown Gravy** – Tender beef cutlets seasoned and battered fried to perfection.

**Sliced Roast Beef** – Seasoned roast beef slow cooked to fork tender.

**Smothered Chopped Steak –** chopped steaked covered with brown gravy and mushrooms.

**Beef Tips–** beef tips with homemade gravy.

CHOOSE ONE STARCH

Sweet Potato

Sweet Potato Casserole

Lemon-Herb Roasted Potatoes

Garlic Mashed Potatoes with Brown OR White Gravy

Scalloped Potatoes

Rice Pilaf

Brown Rice

White Rice

Duchess Potatoes

Steamed Broccoli

 Carrots

Corn

Steamed Seasonal Vegetables

Country-Style Green Beans

Sweet Green Peas

Squash & Zucchini

CHOOSE ONE VEGETABLE

CHOOSE ONE TIER 1 DESSERT

**Cake**

Cookies and Cream Cake

Fresh Strawberry Cake

Chocolate Cake

**Hot Cobbler OR Crisp**

Apple

Cherry

Peach

**Pie**

Fruit Pie

(Apple, Cherry, Blueberry or Peach)

**Sheet Cake**

Texas Sheet Cake (Chocolate Cake with

Chocolate Pecan Frosting)

White Cake with Chocolate Frosting

(Cobblers & Crisps Served on Hot Buffet Line only) *Include ice cream add $2.00 per person*

*Replace a Tier 1 dessert for a Tier 2 dessert for $1.50 more per person. See Tier 2 dessert options on page 9.*

Beverages included: Iced Tea, Iced Water – Lemon Wedges and Assorted Sweeteners

## MEXICAN BUFFET

### $14.00 PER PERSON CHOOSE ONE ENTRÉE

### *Add $5.00 for additional entrée per person*

Chicken Fajitas with lettuce, tomatoes, shredded cheese, sour cream and guacamole Beef Fajitas with lettuce, tomatoes, shredded cheese, sour cream and guacamole

Mexican Lasagna

Spanish rice and charro beans

Chips and salsa

## TACO BAR

### $12.00 PER PERSON

Hard Corn Taco Shell OR Soft White Flour Tortilla Seasoned Ground Taco Beef and Charro Beans

With lettuce tomatoes, shredded cheese, sour cream and guacamole Chips and salsa

## ITALIAN BUFFET

### $13.00 PER PERSON CHOOSE ONE ENTRÉE

### *Add $5.00 for additional entrée per person*

Lasagna

Fettuccini Alfredo with Grilled Chicken Spaghetti with Meat Sauce

Includes Green Garden Salad and choice of three dressings Seasoned Green Beans

Garlic Bread

## PRIME RIB DINNER

### MARKET PRICE

Perfectly Roasted Prime Rib topped with Mushroom Onion Au Jus Served with choice of Rice Pilaf OR Garlic Mashed Potatoes

Oven Roasted Carrots Dinner Roll with Butter

*Include Garden Salad for $1.00 per person*

## PORK TENDERLOIN DINNER

### MARKET PRICE

Garlic Herb and Honey Roasted Pork Tenderloin Served with choice of Rice Pilaf OR Garlic Mashed Potatoes

Oven Roasted Seasonal Vegetables Dinner Roll with Butter

*Include Garden Salad for $1.00 per person*

Beverages included: Iced Tea, Iced Water – Lemon Wedges and Assorted Sweeteners

***See page 9 for Dessert Offerings****.*

# DESSERT OPTIONS

### CAKE ▪ CHEESECAKE ▪ COBBLER ▪ PIE ▪ SHEET CAKE ADD DESSERT TO A MEAL

### TIER 1 - $3.00 PER PERSON

Choice of one of the following:

**Cake**

Butter Layer Cake with Chocolate Frosting Cookies and Cream Cake

Fresh Strawberry Cake

##### Hot Cobbler OR Crisp

Apple Blueberry Cherry Peach

Chocolate

**Pie**

Boston Cream Pie Fruit Pie

##### Sheet Cake

Texas Sheet Cake (Chocolate Cake with Chocolate Pecan Frosting)

White Cake with Chocolate Frosting

(Cobblers & Crisps Served on Hot Buffet Line only) *Include ice cream add $2.00 per person*

### TIER 2 - $4.50 PER PERSON

Choice of one of the following:

***Cheesecake*** – Choice of one flavor: Banana Foster Cheesecake, Black Forest Cheesecake, Snickers Cheesecake, Turtle Cheesecake OR Plain New York Style Cheesecake

*Add Whip Cream Garnish and Drizzle for 50 cents more – Choice of one flavor: Chocolate Syrup Drizzle OR Strawberry Syrup Drizzle*

Carrot Cake with Cream Cheese Icing

German Chocolate Cake

Italian Cream Cake

Red Velvet Cake (Red Velvet Cake with Cheesecake Center Layer)

Chocolate Pecan Pie

Pecan Pie

# **RECEPTION & PARTY ITEMS** PARTY TRAYS

### VEGETABLE TRAY

SMALL $40.00 ▪ MEDIUM $60.00 ▪ LARGE $80.00

Broccoli, cauliflower, carrot sticks, celery sticks, cherry tomatoes, cucumber slices and ranch dip.

### FRUIT TRAY

SMALL $50.00 ▪ MEDIUM $80.00 ▪ LARGE $110.00

Fresh cubed fruit in season such as cantaloupe, honey dew, watermelon, strawberries and green or red grapes. With dip.

### CHEESE TRAY

SMALL $50.00 ▪ MEDIUM $80.00 ▪ LARGE $110.00

Domestic cubed cheeses such as cheddar, Swiss, jalapeno, and provolone with crackers.

### SANDWICH TRAY

SMALL $40.00 ▪ MEDIUM $60.00 ▪ LARGE $100.00

A variety of finger sandwiches.

Small tray serves 25 people, medium tray serves 50 people and large tray serves 100 people.

**16” PIZZA (Minimum of 4 Pizza per order)**

Cheese $8.00 | One Meat $10.00

Two Meat $12.00 | Specialty $15.00 (up to 5 toppings)

**Toppings:** Pepperoni, hamburger, sausage, ham, bacon, red onions, bell peppers,

black olives, mushrooms, pineapple, jalapenos, pepperoncini

***I N C L U D E S D I S P O S A B L E P L A T E S , C O C K T A I L N A P K I N S A N D F L A T W A R E A S N E E D E D .***

# **ALA CARTE ITEMS**

### BEVERAGES

$10 per Airpot (serves 10-12) Highlander Coffee – Regular or Decaf

$15 per Airpot (serves 10-12) Starbucks Café Verona Regular

$12 per Airpot (serves 10-12) Hot Chocolate – Includes Marshmallows

$65 per URN ( servers 100) Starbucks, Highlander, or Hot Chocolate

$30 per ½ URN (serves 50) Starbucks, Highlander, or Hot Chocolate

$10 per Carafe(serves 6-8) Chilled Fruit Juice – Apple, Cranberry or Orange

$15 per URN (serves 25-30) Iced Tea – Includes Assorted Sweeteners

$10 per URN(serves 25-30) Lemonade ( Regular or Pink)

$25 per URN(serves 25-30) Punch – (Fruit Punch, Farmers Punch, Strawberry Dragon fruit)

$1.25 per Bag Hot Tea (Tea Bags)

***. I N C L U D E S C U P S, S T I R S T I C K S, C R E A M E R, S W E E T E N E R S, I C E & B E V E R A G E N A P K I N S A S N E E D E D .***

### COLD BEVERAGES

$1.50 each Bottled Sodas – Coke, Diet Coke, Dr. Pepper, Diet Dr. Pepper and Sprite

$1.50 each Bottled Water

$2.00 each Bottled Tea

$2.00 each Bottled Juice – Orange or Apple

### BAKED ITEMS

**B R EAK F AST B AK ED I T EM S**

$15 per dozen Assorted Regular Muffins – Apple Cinnamon, Blueberry and Cranberry Orange

$7.50 per ½ dozen Assorted Regular Muffins – Apple Cinnamon, Blueberry and Cranberry Orange

$30 per dozen Cinnamon Rolls

$15 per ½ dozen Cinnamon Rolls

$18 per dozen Danishes – Apple, Cherry or Cream Cheese

$9 per 1/.2 dozen Danishes- Apple, Cherry, or Cream Cheese

$24 per dozen Sausage OR Bacon Biscuit with Jelly

$18 per dozen Scones – Blueberry, Cinnamon or Cranberry Orange

**D ESSERT I T EMS**

$15 per dozen Cookies – Chocolate Chip, Peanut Butter, Oatmeal Raisin, Macadamia Nut and Sugar

$15 per dozen Cheesecake Bars

$15 per dozen Fudge Brownies

$15 per dozen Lemon Bars

$20 per dozen Key Lime Tarts

$20 per dozen Lemon Tarts

**SI DE I T EMS AND SNACK ITEMS**

$12 Cole Slaw – serves 4 to 6 (1/2 cup serving)

$12 Pasta Salad – serves 4 to 6 (1/2 cup serving)

$12 Potato Salad – 4 to 6 (1/2 cup serving)

$ 8 Ruffle Potato chips with French Onion Dip – serves 6 to 8

$ 6 Pretzels – serves 6 to 8

$ 8 Tortilla Chips with Salsa – serves 6 to 8

$12 Texas Trash – serves 6 to 8