Baldwin Wallace University
Dining Services
Welcome

Baldwin Wallace Dining Services utilizes their culinary expertise to provide a professional, friendly service and a wide selection of gourmet foods.

Welcome and thank you for including BW Dining Services in the planning of your special event. This guide has been developed to assist you in planning your menu and service needs. Our professional catering staff can offer ideas, suggestions and alternatives to ensure that your event is a success.

What about Menu and Services?

Please contact Dining Services after your room or area is reserved and confirmed. Events such as coffee breaks, served meals, buffets or receptions may be easily arranged from this guide with a phone call (440) 826-8160.

If your event requires a custom menu or special services please call Jeannie Vassanelli, Catering Manager, at 440-826-8167, for a personal appointment.
What about Planning Steps for a Catered Event?

Determine your event’s location. Reserve the room or area for the event with the appropriate Facility Scheduler. For events in the Union, please contact the Scheduling Office (440) 826-2354. To ensure the services you need at your event, please notify our office (440) 826-8160 at least ten (10) working days prior to the event. Events planned with less time may limit the options we are able to provide. Please inform Dining Services of any special dietary requests. Verify with Dining Services (440) 826-8160 the time your group plans to eat their meal.

What about Guarantees and Billing?

To help plan your event, we ask that your final guaranteed number of guests be confirmed three (3) business days prior to the event. You will be charged for the number of guaranteed guests, unless your actual number is higher. If a guarantee is not given, the original estimated count will be used as a guarantee, and you will be billed for that amount. Dining Services will prepare food for 5% over the guarantee.

Late Reservations: Normally, menus and service details should be in place two weeks prior to your event. There may be a 15% late fee charged based on your total bill for catering requests placed with less than three (3) working days notice.

Cancellations: For most functions, cancellations will be accepted three (3) working days prior to the event without any cancellation charges. Cancellations after the final guarantee is given will incur costs accrued to that point.
**Pricing:** Prices quoted within reflect catering charges on the BW Campus whenever the University is open. Prices are subject to change and may vary from the prices printed in this document. Prices are guaranteed for 90 days following our written quote and are based on your original estimated number of guests.

All prices are for events in the Student Union. Additional trucking and labor charges will be charged depending on the location of your event on campus. If service is required, attendants' charge is $20.00 per hour per attendant.

**Are there any other charges to be considered?**

All events include a two-hour service time. Buffet lines remain open for one hour, unless arranged otherwise. Functions requiring additional serving time will necessitate additional charges.

**Miscellaneous Items and Decor:** Special decorations and flowers are not included in our price, but may be arranged through Dining Services. If special equipment, china or tables are required, we will rent the needed items and add the rental charge to your bill. You will be made aware of this additional expense when the final arrangements for the events are made.

**Leftovers:** We will prepare a sufficient amount of food to meet the needs of your group. We try to plan your catered event so that there will be little or no food left. Please remember that because of health regulations, leftovers may not be taken from the catered event.
Catering Services

Full Service Event Staffing – Includes delivery, event set up, clean up and service

Professional Event Service Staff on hand - $20 hour per staff

Drop off Plus- $50
Delivery service with staff set up of food, beverage and service equipment. Includes chafing dishes, platters, serviceware etc. Return trip to your event site with complete clean up at end of event.

On Campus Delivery- (without a return trip) $10
Food and beverages delivered to you ready to serve from disposable platters, and aluminum pans.

*Free delivery for catering orders over $75

Miscellaneous and Extras

Table Linen- lap length $ 5.50/linen
Floor Length Table Linen- Starting at $ 15.50/linen
Linen Napkin- $1.00/each
Floor-length table linen* $ 15.50
( Colors: black, white, ivory)

*Many colors and style available. Prices will vary. Ask your consultant for details.

Service Ware- All services are equipped with high-grade disposables including reflections ware. If china, glass service is requested, additional rental fees will apply

BWU
Breakfast

Mini Continental Breakfast $6.50 per person
Assorted Fresh Bakery: Mini Muffins, Mini Croissants, Mini Bagels, with butter, peanut butter & jam.
Coffee (Regular and Decaf) and Hot Tea, Citrus Water

Professor’s Breakfast $8.75 per person
Oatmeal Bar with Toppings, Whole Ruby Grapefruit, cut in Half with sugar on side.
Coffee (Regular and Decaf) and Hot Tea, Citrus Water

President Breakfast $9.50 per person
Scrambled Eggs, Bacon, Seasoned Home Fries, Bagels, with Accompaniments
Coffee (Regular and Decaf) and Hot Tea, Citrus Water

Masters Breakfast $9.50 per person
French Toast Bake with Maple Syrup, Pork Sausage Patties, Fresh Fruit Salad, Assorted Muffins
Coffee (Regular and Decaf) and Hot Tea, Citrus Water
Breakfast

Deans Breakfast $12.75 per person
Vegetarian Quiche or Quiche Lorraine (Swiss cheese, onion, bacon) Fresh sliced Fruit Platter, Muffins and Bagels with butter jams and cream cheese.
Coffee (Regular and Decaf) and Hot Tea, Citrus Water

Heart Healthy Breakfast $9.75 per person
Breakfast Bagel Bar-Multigrain and Hearth Breads
Toppings: Sliced Fruit and Berries, cream cheese, butter Preserves, sliced avocado, hard boiled egg slices, bacon, peanut butter, sliced bananas
Coffee (Regular and Decaf) and Hot Tea, Citrus Water

A la Carte Breakfast Items:

- Fresh Sliced Fruit Platter $2.00 per person
- Bagels with Cream Cheese, jams, peanut butter
  - .........................1/2 Dozen $8.00
  - .........................1 Dozen $16.00
- Large Cinnamon Rolls $16.50/dz
- Yogurt Parfait with berries & Granola $3.35 each
- Jewish Sour Cream Coffee Cake $14.00 ea
  (16 servings)
Lunch

Fiesta Bar Lunch
Taco shells and soft tortilla shells, chicken and beef taco meat, Sautéed vegetables, olives, salsa, black beans, shredded cheese, tomatoes, lettuce, sour cream and guacamole.
Mexican Brownie
$12.00 per person

Soup and Salad Lunch Buffet
Grilled Chicken Caesar Salad with romaine, tomatoes, Parmesan cheese and croutons
Vegetable Quinoa Soup with crackers
Crusty Rolls and butter
Fudgy Frosted Brownies
$13.00 per person

Greek Salad Bar
Grilled Chicken Breast
Mixed Greens and Romaine lettuce, cherry tomatoes, Olives, feta cheese, mild pepper rings, Parmesan cheese, Croutons, assorted dressings
Roasted Red Pepper Hummus and Naan Bread
Hearty Vegetable Soup
Baklava
$16.00 per person
Lunch

Pizza & Salad
Sheet Pizza
Choice of Pepperoni, Italian Sausage, and Cheese
Garden Tossed Salad with Dressing
(Italian and Ranch Dressing)
$9.95 per person

Signature Sandwiches and Sides
Pick Three:
Bee Hive: Chipotle Turkey, Mozzarella, Honey Mustard, Lettuce and Tomato on Sub Roll

Club: Turkey, Ham, bacon, Swiss, lettuce, tomato and mayo on Sub Roll

Vegetarian: Tomatoes, Cucumbers, Peppers, Onion, Alfalfa Sprouts, Pepper Jack and Ranch Dressing on Sub Roll

Tuna Salad: Homemade Tuna Salad, lettuce, tomato on Sub Roll
(sandwiches cut in half and displayed on a tray)
May Substitute Wraps for Sub Buns

Pick One Side:
Potato Salad, Pasta Salad, Fresh Veg and Dip, Individual Bagged Chips
or Cole Slaw
With House made fresh baked cookies
$11.00 per person
Lunch

**Mangia Pasta Lunch Buffet**
Artisan Greens Salad with Balsamic and Ranch Dressing  
Dinner Rolls with Butter  
Vegetable Medley  
Vegetarian Lasagna, Meat Lasagna  
Baked Chicken

$16.00 per person

**BBQ Lunch Buffet**
Spicy Cole Slaw  
Cornbread Muffins with butter  
Macaroni And Cheese  
BBQ Chicken

$12.00 per person

**Baked Potato Bar**
Baked Potato with Toppings

- Sour Cream and Butter  
- Bacon Crumbled  
- diced Tomatoes  
- Grilled Onions  
- Broccoli Cuts  
- Cheddar Cheese Sauce  
- Shredded Cheddar Cheese  
- Chili (beef or vegetarian)  
- Garden Tossed Salad

$9.95 per person
Lunch on the go

**BW Classic Boxed Lunch**  $8.00
Choice of Ham and cheddar, Turkey and Swiss or Vegetarian vegetable
On an Artisan 8” sub roll. Comes with a cookies and a bag of potato chips.

**BW Signature Boxed Lunch**  $10.00
Choice of a signature deli sub sandwich with cookie, chips, apple and canned pop or bottled water.
Choices:
- **Italian**—ham, salami, pastrami, turkey, provolone cheese, lettuce and tomato
- **Bee Hive**—Turkey, Provolone cheese, lettuce, tomato, red onion and honey mustard.
- **Veg Out**—Pepper jack cheese, lettuce, tomato, red onion, alfalfa Sprouts, peppers, and cucumbers with Italian dressing.

**Chicken Caesar Salad Boxed Lunch**  $10.00
Grilled Italian chicken strips on romaine lettuce, parmesan cheese, croutons with creamy Caesar dressing, roll, cookie, canned pop or bottled water

**Mediterranean Salad Boxed Lunch**  $10.00
Mixed Greens with Greek Olives, red onions, cucumbers, tomatoes, feta cheese with balsamic dressing, roll, cookie and canned pop or bottled water.
Extra’s

Afternoon Snack #1
Whole Fruit (apples, bananas, oranges)
Assorted Granola Bars, Carrot and Celery Cups with Hummus
$5.00 per person

Afternoon Snack #2
Whole Fruit (apples, bananas, oranges)
Build your own Trail Mix:
Pretzels, nuts, raisins, chocolate chips, dried fruit, M&M’s, Fruit Loops, Chex Cereal
$6.00 per person

Beverages
Hot Beverages Service-Coffee, Decaf, Tea $2.50 per person
Lemonade $6.00 gal
Iced Tea $9.00 gal
Assorted Canned Pepsi Products $1.25 ea
Bottled Water 12 oz $1.00
**Dinner**

**Classic Colony Dining Room Dinner Buffet**

*(Minimum 30 People)*

Regular Buffet—Two Entrees from Selection A and one from Selection B $18.00 per Person

Lite Buffet—One entrée from Selection A and one from Selection B $14.50 per person

**Soup Du Jour**

**Salad Bar**

**Selection A:**

- Roast Beef*
- Chicken Piselli
- Roasted Pork Loin*
- Crumb Topped Cod
- Lemon Pepper Cod
- Chicken Marsala
- Balsamic Chicken
- Herb Baked Chicken
- Apricot Chicken
- Roasted Turkey with Stuffing*
- Honey Glazed Ham*
- Roast Pork

*These items can be Chef Carved for an additional charge of $2.00 per person.

**Selection B:**

- Baked Pasta
- Broccoli Rice Casserole
- Cavatappi with Sun Dried Tomatoes and Artichokes
- Broccoli Macaroni & Cheese
- Pasta Primavera
- Garlic Pasta with Vegetables
- Cheese Ravioli with Marinara

**Potato or Rice: Choice of One**

- Whipped Potatoes with Gravy
- Roasted Red Skin Potatoes
- Harvest Blend Rice
- Parsley Butter Potatoes
- Lemon Aioli Potatoes
- Rice Pilaf

**Fresh Vegetable du jour**

- Dinner Rolls

**Beverage:** Coffee, Tea and Pop

**Dessert Bar** $2.00 per Person

- Cake, Trifle Cream Pies, Fruit Pies and Cookies

**Our Bakeshop will make the dessert selection. If a BW favorite is requested, there may be an additional charge.**
Dinner

Italian Dinner Buffets
(Minimum 30 People)

Lasagna Buffet: $16.00 per person
Garden Tossed Salad with Italian or Ranch Dressing
Beef Lasagna, Vegetable Lasagna, Garlic Breadsticks
Coffee, Iced Tea and Pop

Pasta Buffet: $15.00 per person
Garden Tossed Salad with Italian or Ranch Dressing
Two varieties of Cooked Pasta, Meat Sauce, Marinara Sauce
Alfredo Sauce, Meatballs*, Garlic Breadsticks

Dessert: Choice of One
Vanilla Ice Cream with Assorted Toppings
(Chocolate, Strawberry, and Caramel Sauce, Sprinkles,
Or
Assorted Cookies

Beverages: Coffee, Iced Tea and Pop

*For an additional charge of $3.00 per person, Chicken or Veal Parmesan may be substituted for one of the Meat Items
**Dinner**

**Served Dinners**

All Dinners Served with a Fresh Artisanal Greens Salad, Fresh Vegetable of the Day, Bakeshop Rolls and Butter.

- Chef Carved Roast Beef au jus
  With Garlic Mashed Potatoes **$14.95 per person**

- Pork Roast with an Onion Demi-Glaze
  And Garlic Mashed Potatoes **$15.95 per person**

- Chicken Francoise with Scallion Mashed Potatoes **$14.95 per person**

- Apricot Glazed Chicken Breast
  With Roasted Red Skin Potatoes **$13.95 per person**

- Chicken Marsala
  served with Garlic Aioli Pasta **$16.00 per person**

- Kentucky Bourbon Chicken on a Bed of Sautéed Spinach
  With Red Parsley Buttered Potatoes **$14.95 per person**

- Miso Cod with Lemon Aioli Potatoes **$17.95 per person**

- Slow Roasted Beef Short Ribs with Garlic Mashed Potatoes **$21.95**

- Grilled Salmon with Citrus Salsa **$19.95 per person**

**Vegetarian Selections: Choice of One $14.95**

Eggplant Rollatini, Stuffed Seasonal Squash or Portabella Mushroom Florentine with Chef paired Sides.

Includes Beverages, Coffee, Tea, Ice Tea, Pop
Dessert

Dessert Selections

Mini Bundt Cakes  $2.50  Each  
(Chocolate Lava, Lemon, Red Velvet)

Apple Streusel Pie - $2.75

Upside Down Apple Walnut Pie - $3.25

Chocolate Layered Cream Pie - $2.95

Cookies and Cream Pie – $2.95

New York Cheesecake with Cherries - $4.50

Pumpkin Cheesecake- $4.50

Vanilla Ice Cream with Strawberry Sauce  
Or Hot Fudge- $2.75

Assorted Homemade Cookies- $9.50 dz

Assorted Deluxe Pastries $15.00 dz

Dessert Bar**$2.00 per Person
Cake, Trifle Cream Pies, Fruit Pies and Cookies
**Our Bakeshop will make the dessert selection. If a BW  
favorite is requested, 
there may be an additional charge.
Hors d’Oeuvre's

Hot Selections
*(the price listed is for 50 pieces)*

- Mini BBQ Meatballs $35.00
- Spinach Artichoke Dip with Flatbreads $35.00
- Pulled Pork Sliders $75.00
- Chicken Pomeroy Phyllo Cups $50.00
- Chicken Satays with Peanut Sauce $50.00
- Numaki (bacon wrapped water chestnuts) $35.00
- Assorted Mini Quiche $65.00
- Spinach and Cheese Phyllo Triangles $47.00
- Stuffed Mushroom Caps $40.00
- Swedish Meatballs $35.00
- Coconut Shrimp with Honey Drizzle $65.00
- Mini Baja Fish Tacos & Fresh Pico De Gallo $40.00

Cold Selections

- Tomato Basil Bruschetta $37.50
- Mozzarella and Grape Tomato Skewers $75.00
- Tortellini Skewers $70.00
- Redskin Potatoes stuffed with Bacon and Sour Cream $80.00
- Turtle Brie (Cheese with Chocolate, Caramel and Pecans) $85.00
- Assorted Flatbread Pizzas $35.00
- Cheese and Cracker Tray $53.00
- Fruit And Cheese Tray $65.00
- Vegetable Crudité and Dip $53.00
- Vegetable Crudité with Hummus and Pita Chips $66.00
Beverages

Assorted Infused Waters I
Served in a spouted 2 gallon carafe
Citrus, Cucumber, Lime/Basil Strawberry
$6.00

Signature Punch
Served in a Punch Bowl with Ice Ring
Cranberry Punch
Autumn Gold (Apricot, Orange and Lemon)
Margi’s (Orange and Lemonade)
$9.00 per gallon

Beverages

Hot Beverages Service-Coffee, Decaf, Tea $2.50 per person
Lemonade $6.00 gal
Iced Tea $9.00 gal
Assorted Canned Pepsi Products $1.25 ea
Bottled Water 12 oz $1.00