## Lake Region State College Policy and Procedure Manual

## SECTION 400.32 DINING SERVICES

This department has the responsibility of providing food services to residence hall occupants, campus faculty, staff and visitors.

- 1. All residents of campus housing during fall and spring semesters are required to enter into a board contract.
- 2. The Vice President of Administrative Affairs and the President shall approve serving hours.
- 3. All dishware must remain in the dining area. Carry out containers are available upon request.
- 4. Appropriate dress is required as in any food establishment.
- 5. Board plan students must present ID/Meal pass prior to partaking of a meal.
- 6. Board plan students may not share their meals.
- 7. Illness. Should a board plan student be unable to eat in the dining area, a resident assistant may request a meal. Special requests (juices, soup, Jell-O) will be granted.
- 8. Dining Services is open seven days per week, Monday-Friday for breakfast, lunch and evening meals. Saturday and Sunday for brunch and evening meals. For holiday, winter, spring and summer breaks, hours will be posted and communicated.
- 9. Food Service is available for special meals and banquets. These requests shall not interfere with student meals.
- 10. Box lunches and other dining arrangements are available for those on a board plan. Should your schedule conflict with regular serving hours, contact the Food Service Director.
- 11. Visitors are welcome. Please advise Dining Services of guests in advance. Groups of more than five require 24-hour notice.

## **History**

Administrative Council Approved 08/31/99 Administrative Council Approved 03/21/05 Administrative Council Approved 06/29/23