

Food Handling Policy

Any student organization that is hosting an event which involves food should meet with the Office of Student Activities to make sure all policies are being followed. Student organizations are not allowed to bring outside food in to the Roy Shilling Room, Margaret Shilling Room, Dan Rather Room, McCombs Media Room, or The Cove. Sodexo must provide food for events in those spaces.

If a student organization is hosting an event in any other space, they are encouraged to give Sodexo an opportunity to bid on the event, but are not required to use them. External caterers are required to provide a certificate of insurance and complete the performer/speaker contract. If using an outside caterer, student organizations are not allowed to promote their event by focusing on the caterer. Their promotion should focus on the nature of the event and can include the name of the caterer but not promote the event because of the caterer.

Student organizations bringing in food or cooking it themselves are required to go through a food handlers safety training conducted by a Student Activities staff member.