

IFNH POLICY

Category	Content
Policy Name:	Catering
Section #:	200.2
Section Title:	Administrative
Approval Authority:	Director of Administration & Finance
Responsible Executive:	Director of Administration & Finance
Responsible Office:	IFNH
Contact:	Catering Services: 848-932-1930
Adopted:	05/19/2017
Reviewed:	05/20/2020
Revised:	05/20/2020

1. Policy Statement:

- A. Catering requirements for events held in the IFNH Building.

2. Reason for Policy

- A. To ensure that the IFNH mission, "Make New Jersey the Healthy State and a Model for the Nation", is consistently communicated in our day-to-day practices. We believe it important and appropriate to ensure all food served within the IFNH building conform to our mission.
- B. We have partnered with RU Dining Services in establishing a restaurant in the building called, "Harvest at IFNH", to provide meals as a model of healthy eating, "eat well, live well". This policy will help establish the sustainability of Harvest as a vital component of the IFNH.

3. Who Should Read this Policy

- A. All individuals interested in holding catered events in the IFNH Building.

4. Resources

- A. Rutgers University Catering Services: (848) 932-1930; website: <http://food.rutgers.edu/catering-special-events/nbcm/>
- B. Rutgers Facilities Operations Services at facilitiesevents@ipo.rutgers.edu and go to webpage <http://facilities.rutgers.edu/faculty-staff/fee-based/special-event-support> to download their Special Event Support Request form.

5. Definitions

The institute is guided by the following organizational principles and core values:

- A. **Vision:** The IFNH is the organizational hub for interdisciplinary research in food, nutrition, and health at Rutgers University.
- B. **Core Purpose:** Unite faculty, staff, and students from across the university to work on serious, but preventable health problems in our society.
- C. **Mission:** Make New Jersey the "Healthy State" and a model for the nation.
- D. **Core Values:** The IFNH has three defining core values that frame its activities and decision making processes:

- a. Academic Interdisciplinarity
 - b. Community Responsibility
 - c. Collective Success
- E. **Identity:** The visual identity mark signals that the IFNH grows through a model of self-assembly and that as a dynamic interdisciplinary organization it exceeds the sum of its parts.
- F. **Emergent Properties:** The transformative value of the IFNH arises from its emergent properties, i.e., its ability to invent new programs and deliver outcomes not otherwise feasible in conventional organizations or traditional research cultures.

6. The Policy

- A. Rutgers University Catering has partnered with the New Jersey Institute for Food, Nutrition and Health (IFNH) to provide an outstanding healthy cuisine. The overall mission of the IFNH is reflected in the dishes prepared by Rutgers University Catering by focusing on whole, minimally processed food, with "from scratch" culinary techniques that develop flavor without additives, chemicals, sugars and artificial enhancers found in most processed foods. Rutgers University Catering Services diligently works with food buyers to source local, sustainable, whole foods and artisan products that are raised and produced responsibly. Meats and seafood, used thoughtfully in the plant-and-grain-centric menu, are hormone and anti-biotic free. This approach is on-point with cutting-edge culinary trends in the more forward-thinking restaurant and food service sector, from fine dining to fast food.

In an attempt to promote an "eat well, live well" mantra and have the IFNH present a healthy life style to the public we require all event coordinators that would like to have food and/or beverages for their events do so by contacting Rutgers University Catering Services, 848-932-1930. All menus can be stylized for the event while providing a healthy, nutritious and satisfying meal within budgetary needs.