



Reed College Food Service 2008-2009

FOOD SERVICE

Bon Appétit Management Company (BA) operates the college's food service program. BA is a provider of premium contract food service programs. BA states that "our business is providing excellent food and service with a commitment to quality, innovation and customer satisfaction." The Associate Dean of Students for Residence Life works closely with the management of BA to provide a dining experience for the Reed community that meets individual dietary needs while providing an interesting and healthy variety of options. BA is also the exclusive caterer for Reed College.

All students residing in the residence halls must participate in the food service program. Residents of the Reed College Apartments and students living off campus have the option to purchase a board plan. Reed provides four board plans to choose from: A, B, and C.

MEAL PLAN OPTIONS

In designing meal plans we take into consideration the eating habits of the average Reed student. This includes the volume of food purchased per meal, the frequency with which meals are missed and how often he/she takes advantage of late night dining. In an attempt to keep the cost of plans at a reasonable rate the very heaviest eaters or those at the top of the curve of any group may need to add value to their individual plan. The ways that this can be done are explained on the next page.

Plan A-(\$5,240) is designed for a student who will seldom eat off campus and eats breakfast most weekdays. The spending rate assumes a heavier than average eater who will often take advantage of the late night dining hours.

Plan B-(\$4,740) is designed for a student who will eat most meals on campus and will occasionally make it to breakfast. The spending rate assumes an average eater who will occasionally take advantage of the late night dining hours.

Plan C-(\$4,240) is designed for a student who will occasionally eat off campus and will rarely make it to breakfast. The spending rate assumes a lighter than average eater who will rarely take advantage of late night dining.

The plans operate on a declining balance or debit system. Depending on the plan selected, students begin each semester with a set amount of funds, Commons Cash, electronically added to their balance. Students then draw down on their balance as they purchase food. If a student runs out of commons cash they can add additional money to their board card. (See "Purchasing Additional Commons Cash.")

A portion of the payment for a meal plan is kept by Reed to pay for building maintenance and a portion is paid directly to BA to cover their fixed costs. The remaining portion of the payment is given to the student as Commons Cash.

The A plan has a purchasing value each semester of \$1,612.50, the B plan \$1,362.50, the C plan \$1,112.50.

BOARD COVERAGE

For fall semester board starts on Wednesday, August 27, 2008 and ends with dinner on Thursday, December 18, 2008. For spring semester, board officially begins with dinner on Sunday preceding the first day of regular classes for spring semester and ends with dinner on Wednesday, May 14, 2009.

The board plans are designed to provide meals for only the approximate 15.5 weeks of a semester. Students have the option to use their Commons Cash in Commons during limited dining hours over fall and spring breaks and Paideia, but be aware that this will effect their ability to make their Commons Cash last through the end of a semester.

TRANSFERRING COMMONS CASH BETWEEN STUDENTS

Students are permitted to transfer board funds from their account to another boarding student's account with the following stipulations:

1. No board funds can be transferred before November 1, 2008 (for fall semester) and April 1, 2009 (for spring semester). This is done so that students have half of the semester to determine their eating habits and whether or not they will need to purchase additional Commons Cash or if they will have Commons Cash remaining.
2. A minimum of \$25 can be transferred with the maximum being \$200 per semester.
3. Transferring Commons Cash will take place in the office of BA in Lower Commons during the hours of 8:00 a.m. to 3:00 p.m. Monday through Friday. Both students must be present in order to make the transfer.
4. The College and BA will only assist in the electronic transfer of funds from one student's card to another and not in the collection or distribution of the funds.

(OVER)

TRANSFERRING COMMONS CASH BETWEEN SEMESTERS

Commons Cash that is not used in the fall semester will be transferred to the spring semester if a student remains regularly enrolled at Reed College.

Commons cash remaining at the end of the spring semester will be deleted. Commuter Commons Cash are active for students until the students' graduation. (See "Commuter Commons Cash" for additional information.)

CHANGING BOARD PLANS

Students can change their board plan by notifying the Residence Life Office in writing for fall semester on or between August 22 and September 10, 2008. Board changes for spring semester can occur on or between January 1 and February 4, 2009. (See "Transferring Commons Cash Between Students" for additional options.)

LOST OR STOLEN ID CARDS

During Orientation, each new student will receive a Reed College ID. If the ID is lost, stolen or misplaced, a replacement can be obtained by paying \$10.00 at the cashier's window located on the third floor of Eliot. With the receipt for \$10.00, a new photo id will be taken and processed at the switchboard desk located in Greywood.

TEMPORARY BOARD CARDS

Should a student temporarily misplace their ID, a temporary board card can be obtained directly from BA.

PURCHASING ADDITIONAL COMMONS CASH

Students using all their board funds before the end of fall or spring semesters, may obtain additional funds by purchasing them from another student (see "Transferring Commons Cash Between Students") or placing additional funds on their board account at the cashier's window in Eliot. Students purchasing additional funds from the cashier will be given a receipt for the amount of additional Commons Cash they purchased. Students then take the receipt to the office of BA in Lower Commons during their business hours and the additional Commons Cash purchased will then be added to their account. Students purchasing additional Commons Cash will receive a 10% bonus on their account for the amount purchased.

COMMUTER COMMONS CASH

Off-campus students, staff or faculty may purchase commuter Commons Cash at any time during the semester at the cashier's window in Eliot. Commuter Commons Cash does not expire until the cardholder leaves Reed. A 10% bonus is added to all commuter Commons Cash purchases by BA.

PACKOUTS

A "prepared meal replacement" option is available when the college's board program is open, through the use of "packouts". "Packouts" are unprepared food products sold in commons. An itemized list of the food products available can be obtained from BA. Packouts are limited to a maximum of \$300.00 per semester with a weekly limit of \$100 per pack out. No requests for "packouts" will be accepted after May 1, 2009. Packouts will not be processed for non-student groups. There is an assumption in the agreement that the food is for student consumption. With all packouts, there will be no buying back of food by BA.

REFUNDS

Refer to the "Termination of Contract" in the RCARRG or RCRRRG for additional information. The Business Office determines a daily pro-rated amount to be refunded.

QUESTIONS

If you have questions concerning the food service program or special needs that you need addressed, please contact the residence life office by calling 503/777-7536, emailing res.life@reed.edu, or visit the web at http://web.reed.edu/res_life/living_at_reed/food_service.html.