

Winthrop University Archives  
Preliminary Descriptive Inventory

Unit: Student Life, Division of  
Sub-Group: Dining Services, Office of  
Series: Correspondence and Memoranda

Record Group no: W451  
Sub-group no: 3C  
Series no: 2

Description of series and its contents:

**This series consists of the correspondence and memoranda produced by the Office of Dining Services. The correspondence and memoranda is organized by calendar year.**

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	Correspondence and Memoranda	2011
1	2	Correspondence and Memoranda	2012
1	3	Correspondence and Memoranda	2013
1	4	Correspondence and Memoranda	2014
1	5	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics: -Late Night Breakfast -Faculty and Staff Appreciation Day -Faculty and Staff Meal Plan -Updated Website – CaterTrax</li></ul>	2015
1	6	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics: -Late Night Breakfast -Dining News -Super Bowl Catering Services -Faculty/Staff Meal Plan -Thanksgiving Orders</li></ul>	2016
1	7	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics: -Hometown Heroes Appreciation Day -Late Night Breakfast -Dining Services Hours of Operation -Summer Hours -Thanksgiving Orders</li></ul>	2017
1	8	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics: -Late Night Breakfast -Thomson Cafeteria Menu -Dining Services hours for May -Markley’s Food Court hours -Dining Services hours for June -Hours for Fall Semester -Holiday Door Price for Thomson Dining Hall -Markley’s Credit/Debit Card Charges -New Simple Servings options at Thomson Café -Dining Services Satisfaction Survey -Dining Update</li></ul>	2018

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1	9	Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:               <ul style="list-style-type: none"> <li>-Dining Services news</li> <li>-Mobile App Ordering for Retail Dining</li> <li>-Junior Scholars in Thomason Hall</li> <li>-Fried Chicken Day</li> <li>-Free Meal in Thompson</li> <li>-Winthrop Dining /Tapingo</li> <li>-Bookstore Website Fixed</li> <li>-Dining Services Fun Facts/Win a Free Lunch</li> <li>-Tapingo App</li> <li>-Open for USA Volleyball visit</li> <li>-Thompson Dining Hall closed on August 9, 2019</li> <li>-Dining Services Hours for Convocation</li> <li>-Repair and Maintenance at Starbucks</li> <li>-Impossible Burgers at The Grill</li> <li>-Weigh the Waste contest</li> <li>-Free To-Go Box Give-away</li> <li>-Subway Reopens</li> <li>-Holiday Makeover Meal</li> </ul> </li> </ul>	2019
1	10	Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:               <ul style="list-style-type: none"> <li>-Winthrop Dining Contest</li> <li>-Retail Specials and Promotions</li> <li>-Sweets and Treats Sale</li> <li>-Eagle Bucks flash sale</li> <li>-Holiday To-Go Bake Sale</li> <li>-Dining Services Quiz</li> <li>-Mardi Gras Special</li> </ul> </li> </ul>	2020
1	11	Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:               <ul style="list-style-type: none"> <li>-Dining Services Operations and Marketing Information</li> <li>-Starbucks</li> <li>-Free Meal Flash Sale for Faculty and Staff</li> <li>-Dining Services Updates</li> <li>-Chick-Fil-A Temporarily Closed</li> <li>-Pop-Ups</li> </ul> </li> </ul>	2021

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1	12	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics:<ul style="list-style-type: none"><li>-Discount Lunch for Faculty and Staff</li><li>-First Friday</li><li>-Summer Dining options</li><li>-Catering</li><li>-Labor Day weekend hours</li><li>-Christmasville Gingerbread House entry</li></ul></li></ul>	2022
1	13	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics:<ul style="list-style-type: none"><li>-Faculty and Staff – First Friday Lunch</li><li>-Sodexo Summer Series</li></ul></li></ul>	2023