

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">• Topics:<ul style="list-style-type: none">-Late Night Breakfast-Faculty and Staff Appreciation Day-Faculty and Staff Meal Plan-Updated Website – CaterTrax	2015
1	6	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Late Night Breakfast-Dining News-Super Bowl Catering Services-Faculty/Staff Meal Plan-Thanksgiving Orders	2016
1	7	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-Hometown Heroes Appreciation Day-Late Night Breakfast-Dining Services Hours of Operation-Summer Hours-Thanksgiving Orders	2017
1	8	Correspondence and Memoranda <ul style="list-style-type: none">• Topics:<ul style="list-style-type: none">-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	2018