



# CAHEA

## Christian Adult Higher Education Association

### Governing Document

#### About us:

In the summer of 1995 a group of adult degree program administrators from Christian Colleges gathered in Indianapolis to discuss issues and problems unique to Christian non-traditional higher education programs. The conference and network that resulted was affirmed and led to the planning of another conference for the following year.

While the conference and informal process used to bring the association to fruition were positive developments, several issues arose which would benefit from formalization.

Those issues were:

- The need to prevent drift and maintain continuity even when leadership changes occur by making explicit the goals and target group for the conference.
- The need to foster initiatives not directly related to the conference but helpful to Christian adult higher education in general (e.g., Maintenance of a electronic list serve, technology cooperation initiatives, etc.).
- The need for contact person(s) who can represent the perspective and concerns of Christian adult higher education to the broader higher education community.
- The need for a source of data and research concerning distinctively Christian adult higher education.

#### Mission Statement:

The mission of CAHEA is to advance the cause of Christ by promoting, supporting, and nurturing alternative delivery methods for offering distinctively Christian post-secondary education designed for adult learners.

#### Goals:

1. Promote increased awareness of issues, standards of good practice, trends, models, research, and techniques relevant to Christian adult higher education among professionals in the field.
2. Foster networking of professionals in the field of Christian adult higher education.
3. Collect data, supply information, and serve as a point of reference for members and the wider higher education community.

#### Membership:

The membership of the CAHEA is open to any institution of higher education which meets the following criteria:

- Has a public mission based upon the centrality of Jesus Christ and can show evidence of how faith is integrated with the institution's academic and student life programs.
- Currently has or desires to develop alternative programs designed specifically for adult learners.
- Has submitted the annual institutional membership fee of \$50.00 collected each January.
- Additionally, individuals who meet the following criteria may apply for an individual membership to the association:
  - ◇ Testify to a vital personal relationship with Jesus Christ in a written Statement of Faith.
  - ◇ Support the Mission and Goals of CAHEA
  - ◇ Have at least one year of experience in the field of adult higher education
  - ◇ Pay an annual individual membership fee of \$25.00

While membership to CAHEA is limited according to the established criteria, speakers and vendors who do not fit the membership criteria may attend the conference by invitation of the Leadership Council for program purposes.

## Leadership:

The leadership of CAHEA is vested in a leadership council or “*primus council*” (from *primus inter pares* or “first among equals”). This Council will consist of a minimum of 5 members and no more than 8 members elected by all members present at the annual meeting of CAHEA. At least two new members must be added to the Council each year. At least two members from the previous year should remain on the Council to maintain continuity from one year to the next.

Leadership of CAHEA is determined consensually by members of the Council and are affirmed annually. The group operates as a collaborative team of equals with various members taking leadership as skills and experience match needs. However, there are a few duties which require a titular leader.

### **President:**

The responsibilities of the leader or President of the Leadership Council are the following:

- Call meetings of the Leadership Council as needed.
- Serve as the representative of the association as the need arises.

### **Vice-President:**

The responsibilities of Vice President of the Leadership Council are the following:

- Assist the President as needed.
- Serve as the representative of the association as the need arises.

### **Secretary:**

- Maintain accurate minutes and records of actions taken by the Council and CAHEA.
- Execute any correspondence necessary on behalf of the Association

### **Treasurer:**

- Maintain financial records and any accounts which may form the assets of the Association.

When there is a hosting institution, the Leadership Council will appoint a representative from the hosting institution two years prior to the conference at that institution as an ex-officio member on the Council. The Ex-Officio member must adhere to the mission and vision of CAHEA.

## Proposed Changes:

Proposed changes to the CAHEA governing document must be submitted for review to the CAHEA Leadership Council at least sixty days prior to the annual meeting of CAHEA. Approval of proposals require a two-thirds vote of all member institutions present at the annual meeting.



**CAHEA**  
Christian Adult Higher  
Education Association

main@cahea.org  
www.cahea.org

Updated July 2015