

Ohio Christian Higher Education Consortium

The Ohio Christian Higher Education Consortium serves member institutions by providing a guarantee for retention of records in the event of closure. Membership is open to institutions that (1) are accredited by an agency approved by the US Secretary of Education, (2) have their main campus in Ohio, (3) are authorized by the Ohio Department of Higher Education and (4) affirm their agreement with the Statement of Faith used by the Association for Biblical Higher Education.

Member institutions make the following commitments.

1. Designate an institutional employee to serve on the Consortium's board and to be liaison between the institution and the Consortium.
2. In the event of closure, the closing institution will implement the Consortium's records-retention process.
3. Should another Consortium member institution close, remaining institutions commit to serving as records custodian as determined by a vote of remaining members, which includes a commitment to the following.
 - a. Secure and permanent storage of all records provided by the closing institution. At least two copies of records must be preserved, in different locations.
 - b. Compliance with FERPA and any other appropriate privacy regulations in all storage and access of these records.
 - c. Development and maintenance of a page on the custodian institution's website (or comparable online presence) for the closed institution's alumni/students that enables them to access their records. Custodian institutions may charge a reasonable fee for records, not to exceed their current fees for access to their own records.

- d. Ongoing membership in the Consortium or transfer of the closed institution's records to a remaining consortium member.

The Consortium shall be governed by a board comprising one designated representative from each member institution. The board shall elect a chair annually, as well as any other officers it deems necessary. The board's sole responsibility is maintenance of the Consortium.

The board shall meet at least once each year as called by the chair; meetings may be conducted by videoconference. No board action may be taken without a quorum of more than 50% of members present. A meeting may also be called by a majority vote of board members.



Signature

July 24, 2026
Date

Phil Weber/Interim Academic Dean

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Designated OCHEC board member