I. Policy and Procedures for Obtaining/Maintaining Space Related Information
   A. Final draft target date by the AAC June 2014 and routed to the BPC
   B. Formal presentation to the BPC July 2014
   C. Resources

II. Identifying Sources of New Data
   A. Working directly with Michael Hodges (UH IMS) to host these data sets as "system of record"
   B. Split into two phases
      1. Identifying existing data sets and its sources
      2. Recommend methods of collecting new data sets (i.e. people location, grant locations)
   C. April 2014 delivery of a conceptual plan to the AAC
   D. Working with UH Data Governance Office to ensure compliance

III. Standardized Data Dictionary
   A. 90% completion by March 2014; approved by the AAC
   B. Remaining 10% shall be collaboratively defined as campuses begin to implement modules and increase use of AiM.

IV. New partnerships
   A. Institutional Research and Analysis Office (IRAO)
      1. Interested in AiM usage data and all data sets being discussed by the AAC
   B. Data Governance Office
      1. Data Sharing Form
      2. Documenting systems of record
   C. R25 Technical Lead, Aaron Yamane
      1. Centralized room scheduling

V. R25 and 25Live Update
   A. Review of the white paper, "Notes on R25, 25Live, and X25"
   B. Demo to be scheduled first week of March, TBA
   C. Tentative head count needed

VI. Next AiM Advisory Committee meeting
      Wednesday, March 19, 2014
      2:00 pm – 3:00 pm
      Kuykendall Room 201

*Revised 20140218*