

**ADMINISTRATIVE PROCEDURES**

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| **50.07 Geospatial Systems Advisory Committee** | **Revised: December 18, 2018** |

1. GOVERNING REGULATIONS

The geospatial systems program is governed by Texas Administrative Code, [Title 1, Rule 205.20](http://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=1&pt=10&ch=205&rl=20) Geographic Information Standards.

2. PURPOSE

 The purpose of the geospatial program is to promote and guide agency-wide geographic information system (GIS) and other geospatial solutions that advance the mission and priorities of Texas A&M Forest Service.

3. DEFINITION

An agency-wide GIS, also referred to as enterprise GIS, is integrated throughout an entire organization. It allows a large number of users to manage, share and use spatial data and related information to address a variety of needs, including data creation, modification, visualization, analysis and dissemination with the main goal of providing better support for strategic and operational decision-making.

4. GEOSPATIAL SYSTEMS LEADERSHIP TEAM

4.1 The Geospatial Systems Leadership Team is made up of the Geospatial Systems Coordinators from Forest Resource Protection (FRP) and Forest Resource Development (FRD).

4.2 The Leadership Team works to ensure agency-wide issues and projects are given top priority, while maintaining a high-level of support and service within each respective division.

4.3 The Leadership Team consults closely with the Information Resources (IR) Department Head to ensure that all planning and implementation conforms to the requirements of the agency’s IR Department.

4.4 The Leadership Team provides general oversight and administrative guidance to the Geospatial Systems Advisory Committee.

4.5 The Leadership Team will proactively plan and coordinate geospatial matters for the agency and within their respective divisions.

5. GEOSPATIAL SYSTEMS ADVISORY COMMITTEE

5.1 The Geospatial Systems Advisory Committee includes geospatial positions within each division, an IR department representative, the EOC Coordinator, and users from field offices.

5.2 The Committee will do the following:

a. Share information on geospatial related matters across the agency.

b. Make recommendations on implementation of geospatial solutions in the agency.

c. Develop and recommend geospatial standards and guidelines to ensure consistency across the agency.

5.3 The Leadership Team will formulate recommendations from the Committee and submit them to the Information Technology Advisory Council for feedback and approval.

6. MEETINGS

6.1 Meetings of the Committee will be held as needed (generally two to four meetings per year). Minutes will be produced for each meeting.

6.2 The Geospatial Systems Leadership Team will meet on a regular basis as deemed appropriate.

7. REPORTING

 The Geospatial Systems Advisory Committee reports to the Department Head Council on an as needed or requested basis.

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