I.   Introduction

BIM Excellence (BIMe) is a unique *research-based* approach to digital innovation in the construction industry. It provides an integrated methodology and a modular language for performance assessment, learning and process optimisation. The **BIMe Initiative** is *not-for-profit effort* guided by a set of **Principles**[1] undertaken by volunteer researchers from both industry and academia. The BIMe Initiative is supported by in-kind contributions, commercial services, and institutional/corporate sponsorship.

This document must be read in conjunction with **101in BIMe Initiative Explainer**, **102in BIMe Initiative Knowledge Structures**, *and* **103in BIMe Initiative Projects** *(refer to list of* publications*). The BIM Excellence approach and the BIMe Initiative are based on the published research of* Dr. Bilal Succar *and a growing cohort of esteemed international collaborators.*

II.   What is a BIMe Initiative Network?

The BIMe Initiative is a communal effort by *individual* practitioners and researchers who are willing – as volunteers or formal members - to contribute their time and expertise to improve the digital performance of the construction industry. The **BIMe Initiative Network** represents the collective efforts of these individuals and helps organise their activities into functional **groups** and **teams**.

III.   BIMe Initiative Membership

Membership of the BIMe Initiative is both *by invitation* and *by vetted application*. Potential BIMe Members are active researchers, PhD students and research-minded professionals who (a) have *proven capabilities* in a relevant Focus Area (refer to **103in**); (b) are willing to *work collaboratively* with other BIMe Members and BIMe Volunteers to meet BIMe Initiative's aims and objectives; (c) agree to abide by all *applicable laws*, *association bylaws* (if and when applicable); and (d) respect all *intellectual property rights*, *moral rights*, and *ethical* research requirements.

To preserve the open nature of the BIMe Initiative, subject matter experts can informally participate in the BIMe Initiative as **BIMe Volunteers** or formally join the initiative as **BIMe Members**. Through a vetted application process and after accepting the BIMe Initiative's Principles, BIMe Members can then opt to become **Active Members** by joining or initiating a BIMe Initiative Project (refer to **103in**). Based on their expertise and willingness to dedicate ongoing time/effort, Active Members will be invited to join the **Core Members Team** to help coordinate overall BIMe Initiative activities and execute administrative functions.

Below is a summary of **BIMe Membership Categories** and their respective roles:

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[1] BIMe Initiative Principles (BIMe Principles, or Principles for short) includes both General Principles and the Excellence Manifesto.

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	HOW TO JOIN	GROUP (default)	ROLE AND MINIMUM COMMITMENTS	PARTICIPATION IN MEETINGS
BIMe Member	*By Application* – refer to online **Membership Application Form**	Community Groups – *explained further below*	Participate in discussions, surveys and beta tools. No time/effort commitments. Acts as a **Critical Friend** (refer 103in)	General Meetings – contribute to the setting of the overall direction
BIMe Active Member	*By Participation* in an active BIMe Project (as approved by respective Project Leader)	Work Groups	Work on BIMe Projects with minimum commitments towards deadlines and agreed deliverables. Acts as a **Contributor**, **Investigator** or **Project Leader** (refer 103in)	General Meetings and Project Meetings
BIMe Core Member	*By Invitation* from members of the BIMe Core Group	Core Groups	Manage specific aspects of the BIMe Initiative (e.g. marketing, memberships, sponsorship, etc.)	General, Project, and Management Meetings

BIMe Membership Notes:

→ All Membership Categories are based on merit and are free to join
→ All Members must accept and act by the BIMe Principles as a condition of membership
→ All contributors – whether volunteers or members - will be publicly acknowledged for their efforts
→ All translators, language editors and co-editors are considered BIMe Members and – upon completing the **BIMe Initiative Induction Process**[2]– are considered Active Members.

A. Becoming a BIMe Member

All potential members need to complete and submit a **Membership Application Form**. Applicants are then vetted by the Membership Group and new BIMe Members accepted. Acceptance is based on the following criteria- in order of priority:

→ **Knowledge-sharing history** (published papers, blog posts, participation in industry forums, etc.);
→ **Knowledge of the** BIM Framework and other BIMe Initiative **Knowledge Foundations** - refer to **102in**;
→ **Practical expertise** or ongoing **academic research** in a **BIMe Focus Area** – refer to **103in**;
→ **Volunteering** and participation in ongoing **BIMe Projects**;
→ **Endorsements** provided by Active and Core Members; and
→ **Reasons provided for applying** - the short text completed by the applicant as part of the application.

Upon acceptance, new BIMe Members may be asked to complete the **BIMe Initiative Induction Process** and offered to join one or more active BIMe Projects. Applicants that are not accepted may be asked to join a BIMe Project or BIMe Group as BIMe Volunteers and then re-apply within a specified period.

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[2] The BIMe Initiative Induction Process currently includes a couple of steps: accepting the BIMe Principles by signing the Excellence Manifesto, and reading a cluster of BIMe Initiative Publications (e.g. 101-104in, 201-202in) and blog posts.

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B.   Joining an Active BIMe Project

BIMe Members are encouraged to become Active Members[3] by joining existing BIMe Projects or – based on the process set in 103in - initiating new BIMe Projects.

C.   Becoming a Core Member

Active Members may be invited to become a Core Member if (a) they *possess the needed competencies* (skill, knowledge, experience and attitude), and (b) are willing to *dedicate the necessary time/effort* to lead a **BIMe Core Group** (see below).

IV.   BIMe Initiative Volunteers

BIMe Initiative Volunteers (BIMe Volunteers for short) are individuals who have not applied – or were not immediately accepted – to become BIMe Members. BIMe Volunteers can join BIMe Groups and participate in a variety of BIMe Activities. BIMe Volunteers do not need to dedicate any fixed time/effort towards advancing BIMe Initiative's aims but are required – as a condition of their participation - to accept the General Principles underlying the BIMe Initiative. Same as BIMe Members, all efforts by BIMe Volunteers are publicly acknowledged

V.   BIMe Initiative Groups and Teams

To deliver the BIMe Initiative's *Aims* and *Objectives* (refer to **101in**), members and volunteers work as part of BIMe Initiative Groups and Teams. The differences between groups and teams – as applied within the BIMe Initiative – are summarised below:

	GROUPS	TEAMS
Composition	Group are composed of BIMe Members and BIMe Volunteers	Teams are composed of BIMe Members with - at least - one Active or Core Member
Mission	Each Group has an *Aim.* However, Group's *Objectives* may not be measurable or well-defined	Each Team must have a clear, well-defined *Aim* and a set of measurable *Objectives*
Leadership	The Group is led by agreement or consensus between Group members. Group leader(s) may or may not be formally identified	Each Team is led by a single Team Leader, an Active or Core Member. Leadership style may vary between Teams
Roles	Individual *Roles* and subdivision of *Responsibilities* are not clearly delineated between Group members. All Groups have a flat structure irrespective of a Group's mission	Individual *Roles* and *Responsibilities* are clearly delineated within a Team. Teams may have flat or hierarchical structures depending on each Team's mission
Operational Maturity Level[4]	Groups operate in an *Ad-hoc* fashion or based on partially *Defined* requirements, deliverables and timelines	Teams operate based on *Managed* or *Integrated* requirements, deliverables and timelines

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[3] BIMe Members are considered *active* for as long as they continue to participate in BIMe Projects. Conversely, members are no longer considered *active* – while still acknowledging their efforts - if they've stopped participating in BIMe Project(s) for six continuous months or after one full year following the practical completion of the BIMe Project(s) they've participated in. Project Leaders are responsible for keeping track of the *active* status of their respective project' participants.

[4] For an overview of Maturity Levels – Ad-hoc, Defined, Managed, Integrated and Optimised – please refer to the BIM Maturity Index

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There are a variety of BIMe Groups and BIMe Teams for members and volunteers to join; the below table provides a partial list:

TYPE	SUBTYPES - partial	MEMBERSHIP	DESCRIPTION and EXAMPLES
Community Groups	Discussion Group(s)	Open to all Membership Categories, volunteers and the general public	The BIMe Initiative LinkedIn Group is a **BIMe Initiative Discussion Group** intended to (a) connect BIMe Initiative Members with BIMe Volunteers, sponsors and supporters; (b) share BIMe Initiative news and activities; (c) openly discuss ongoing BIMe Initiative Projects; and (d) identify new projects and activities to undertake
Work Groups and Teams	Activity Group(s)	All Membership Categories and volunteers	The **BIMe Initiative Activity Groups** are temporary, special-purpose clusters of BIMe Members and BIMe Volunteers intended to complete a specific set of tasks within a specified time-frame
	Product Team(s)	All Membership Categories and volunteers	The **BIMe Initiative Product Teams** are formed once a BIMe Project – intent on delivering a software product- reaches Step B2 of the *Product Development Phase* (refer to **103in**). Teams may include specialist contractors (paid) to assist in charting a **BIMe Initiative Product**'s growth path and sustaining its continuous success
	Publication Group(s)	Active Members	The **BIMe Initiative Publication Groups** are formed once a BIMe Project – intent on delivering a published guide or similar – reaches Step B3 (refer to **103in**). Each Group is responsible for generating the *First Draft*, submitting it for *Peer-Review*, through to *Publication* (Step C)
	Editorial Team(s)	Active Members	The **BIM Dictionary Editorial Team** includes **BIM Dictionary Editors** and **co-Editors**. Each *Language Other Than English* (LOTE) may have its own Editorial Team.
Core Groups and Teams	Membership Group	Core Members	The **BIMe Initiative Membership Group** is composed of Core Members who review BIMe Membership Applications, keep track of overall Membership Status and conduct activities to attract new BIMe Members and BIMe Volunteers
	Leadership Group	Core Members	The **Leadership Group** act collectively as the custodians of the BIMe Initiative so it operates within the General Principles and according to the Excellence Manifesto. The Group is responsible for reviewing ongoing projects operations and approving new *Top-Level BIMe Projects* (refer to **103in**)
	Sponsorship Team	Core Members	The **Sponsorship Team** is responsible for attracting new **BIMe Sponsors** (refer to **901in**) and maintaining a positive working relationship with them

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VI. Network Governance

The BIMe Initiative has no hierarchical leadership structure and its activities are driven by *consensus* – or at least *majority agreement* - amongst its Core Members. The **Leadership Group** (refer to previous section) is tasked with:

→ Managing the overall research and delivery *strategy*, *timelines* and *budgets*;
→ Allocating available resources according to prerequisites; and
→ Collaborating with other community groups, associations and research bodies.

VII. Collaboration

The BIMe Initiative encourages the collation and integration of **structured knowledge contributions** from specialist researchers and subject matter experts from across the world. While the majority of contributions will be contributed by individual BIMe Members on a **voluntary basis**, the BIMe Network may enter into **Knowledge Sharing Agreements** with other community groups and organisations.

VIII. More Info

To join the BIMe Initiative, please complete the online Membership Application Form. Alternatively, to stay informed of the Initiative's main activities, new tools and publications, please subscribe to the Mailing List and/or follow @BIMeInitiative on Twitter. To request more information, suggest an improvement or simply get in touch, please Contact Us; thank you.

IX. License to use

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X. Change Log

VERSION	DATE	DESCRIPTION
0.1	Jan 3, 2017	Initial draft
0.2	Jan 10, 2017	Aligned with other 100 Series documents
1.0	Jan 21, 2017	First Official Version for release through BIMexcellence.org

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