

**CoALS Enterprise Technology Committee**  
**May 18th**  
**1:00 pm - 2:00 pm**

**Attendance:**

<b>Members</b>			
Barry Stratta - Chair (Software Applications)	name – Co Chair (Title)	Tim Ramsey (Associate Director of IT)	Jeff Wythe (Systems Administrator III)
name (PI CoALS Research)	name (PI CoALS Research)	name (AgriLife IT)	Omar Valenzuela (Manager Service Area 1)
X Aaron Rodriquez X (Manager Service Area 2)	Mitchell Morgan (Manager Service Area 3)	Ronald Lacey (Biological & Agricultural Engineering)	Sarah Hoving (IT Governance Coordinator)

Also in Attendance:

## Minutes

### Item 1: Approval of Minutes

Description: Review and approval of minutes from 3-20-2021 meeting  
<https://firstcallhelp.tamu.edu/wp-content/uploads/2021/04/Enterprise-Technology-Committee-Minutes-April-20th-1.pdf>

### Item 2: Reports

Description: Note relevant information from available reports as applicable.

- AGNET Domain migration project --- Jeff Wythe
  - Centralization of IT services, staff, and support across all AgriLife agencies, including CoALS
    - Phase 2 starting in June 2021– Consolidate AgriLife Extension, Research, and the College into a unified IT environment
  - Shared migration schedule
    - <https://firstcallhelp.tamu.edu/knowledge-base/ait-unified-environment-overview/#migration-schedule-for-departments>

### Item 3: IT Notifications

- New AgNet Password Policy
  - AgriLife account password policy as of April 23rd better conforms with current information security industry guidelines, which recommend longer passwords and longer expiration periods.
    - The new policy requires a minimum of 12 characters.
    - Has a 2-year expiration period.
- Change to AgNet Password Reset Process
  - Microsoft Authenticator APP
    - <https://www.microsoft.com/en-us/account/authenticator>
- Duo Multi-Factor Authentication enabled on Office 365
  - Users will be prompted to use their DUO accounts to authenticate to access any of the web based Office 365 applications.
  - Additionally, local applications like Outlook will occasionally require a DUO authentication to start the application on workstations.
- Bulk Computer Purchasing Update
  - Technology companies are experiencing a disruption in manufacturing and supply chain due to the global shortages in semiconductors and IC chips. As a result, we have experienced issues with extremely long lead times and inconsistent delivery of new hardware.
    - Example – Some recent orders required 3 to 6 months to fulfill due to the this disruption in supply chains.
  - Order of 10+ workstations
    - For any large/bulk technology-based purchases you plan on making this year, please start planning those purchases now and communicate those plans to the AgriLife TechBuy team manager Tom Wood ([tom.wood@ag.tamu.edu](mailto:tom.wood@ag.tamu.edu)) as soon as possible.
  - Reminder

- As of April 2020, all computer purchases must be made through AgriLife IT TechBuy.
  - All workstations (Mac and PC)
  - All servers
    - About TechBuy - <https://firstcallhelp.tamu.edu/knowledge-base/techbuy/>
- End of Service Announcements
  - **Skype for Business**
    - End of Service Date: July 31, 2021
    - Microsoft is ending support for Skype for Business. It will be replaced by Microsoft Teams, which provides the same capabilities and more.
  - **WebEx**
    - End of Service Date: August 31, 2021
    - AgriLife Research and Extension agencies are consolidating hosting of web meetings around Microsoft Teams. Microsoft Teams will support up to 1000 attendees in April 2021.
  - **Syncplicity**
    - End of Service Date: December 1, 2021
    - The TAMU System contract is ending in December of 2021 and will not be renewed. System members will be moving to Microsoft OneDrive.
  - **Additional details for end of service and what you should you do**
    - <https://firstcallhelp.tamu.edu/2021/03/end-of-service-announcement/>

**Item 4: New Business / Special Topics**

Description: New Proposals / Updates from Committee

- Proposed
  - Laboratory Information Management System (LIMS)
    - Sometimes referred to as a laboratory information system (LIS) or laboratory management system (LMS), is a software-based solution with features that support a modern laboratory's operations. Key features include—but are not limited to—workflow and data tracking support, flexible architecture, and data exchange interfaces, which fully "support its use in regulated environments".
  - Open for Departmental Representatives – New Business (cont.)
    - Ron Lacey – no new items

**Item 5: Action Item Summary**

Description: List of action items, assignee, objective, due date.

- N/A

**Item 6: Close**

Description: Adjourn meeting on time noting actions and conclusions of meeting.

Next meeting: 3<sup>rd</sup> Tuesday of June at 1 p.m. (June 15<sup>th</sup>, 2021)