

PLANT SOIL  
& MICROBIAL  
SCIENCE  
DEPARTMENT

### Congratulations!

A recent Ph.D. graduate from PSM, **Dr. Chiwimbo Mwika**, has been chosen for the very prestigious World Bank Young Professionals program. Congratulations Chiwimbo!

The Potato Leadership, Education and Advancement Foundation (Potato LEAF) is pleased to announce **Thilani Jayakody**, a third-year graduate student in the Michigan State University's Department of Plant, Soil and Microbial Sciences, as the recipient of its 2021-22 Academic Scholarship. The \$10,000 scholarship award is provided annually to one graduate student with a strong interest in research that can directly benefit the U.S. potato industry. [2021 Scholarship Winner \(pleaf.org\)](#). Congratulations Thilani!

### PSM/HORT Fall Seminar Series

September 2	Kim Cassida, Ph.D.
September 9	Eric Olson, Ph.D.
September 16	Jaime Willbur, Ph.D.
September 23	Andrey Guber, Ph.D.
September 30	Addie Thomson, Ph.D.
October 7	Eric Patterson, Ph.D.
October 14	Cholani Weebadde, Ph.D.
October 21	Hashini Dilrukshi, Ph.D.
October 28	Michael Kantar, Ph.D.

The 2021 Fall Seminar Series will be held in PSSB A155. There will also be a Zoom option to join the seminars.

<https://msu.zoom.us/j/96750048949>

Passcode: seminar

**Department of Plant, Soil and Microbial Sciences**  
**ALL Graduate Student Meeting**  
**Tuesday, August 31, 2021, 1:30 pm- 3 p.m. OR 4:00pm**

Hosts: Horgan, Graham, Renner, Hammerschmidt, Douches

**This Meeting is Face to Face or on Zoom**

**See the Agenda below**

<https://msu.zoom.us/j/95884561818>

Meeting ID: 958 8456 1818

Passcode: MSU

**1:30 Meet and Greet OUTSIDE at the FOUNTAIN - West Side of PSSB - south of Plant Biology**

**(If it is raining, we will meet inside MPS 1200 - masks required)**

**2:00 Welcome - 1200 MPS or on Zoom *Dr. Brian Horgan, Department Chair***  
**Introductions of all new PSM Graduate Students**

**What you need to know for Fall Semester 2021 - *Dr. Brian Horgan, Department Chair***

Accessing the PSSB, MPS, and PBL buildings

Accessing the Agronomy Farm, Hancock Turfgrass Research Center and Plant Pathology Farm

Accessing the Greenhouses and Growth Chambers

Where to eat on campus and in the PSM facilities this fall

**2:10 Administrative Staff in PSM - Introductions and Information for 2021-2022 Academic Year**

Graduate Student Office Space

Hiring Undergraduate Students

Time sheets and processing

Travel this fall for graduate students

How to make purchases: forms and who to send them to

**2:20 Diversity, Equity and Inclusion - *Dr. Eunice Foster, Celeste Dmytryszyn and Thilani Jayakody***

**2:30 Safety in the Buildings, Laboratories & Farms - Updates - *Dr. Kimberly Cassida***

**3:00 Social media & marketing - *Erin Bosch-Hannah***

**3:10 Safety & Pesticide Use in the Greenhouses Updates - *Dr. Chrislyn Particka, Greenhouse Manager***

***OLD GRADUATE STUDENTS and PLP students are now free to leave the meeting***

**3:30 CSS/PBGB Presentation on Crop and Soil Sciences Guidelines (PLP met via zoom @ 10:30am)**

Crop & Soil Sciences Graduate Student Organization (ACRS) - ***Thilani Jayakody***

CSS Graduate Programs - ***Dr. Karen Renner, Graduate Programs Director***

CSS and PBGB Graduate Secretary - ***Mackenzie Graham***

PBGB Graduate Programs - ***Dr. Dave Douches, Program Director***

Review Requirements and Graduate Handbook:

*Writing, Presentation and Professional Development Requirement Update*

*Teaching and Extension Requirement Update*

*Other Forms and Training Update*

**4:00 Adjourn**

***Adjourn with a Task to take your Photo, upload to your Zoom profile AND to the PSM web site***

## Announcements

### COVID-19 Vaccine

Recent CDC data suggests that even fully vaccinated individuals can, in some cases, spread COVID-19. As such, MSU has [updated requirements](#) for all students, faculty, staff and visitors.

- All individuals are **required to wear masks indoors** in all campus buildings and other MS facilities in East Lansing and throughout the state. This requirement will be in place for at least the first weeks of the fall semester.
- All students, faculty and staff are **required to be vaccinated against COVID-19** with an FDA-authorized or WHO-approved vaccine (at least first does) by August 31<sup>st</sup>. Limited exemptions for medical or religious reasons will be provided.

### [Submit Verification](#)

### [Learn About Exemptions](#)

### Supporting Veterans During Current Events

The events unfolding in Afghanistan are difficult to watch, particularly for American military servicemembers who have served in or in support of the region. While there is much beyond our control, we can show our steadfast commitment to resilience and wellness in our veterans and their families. Michigan State University Extension has long supported veterans through family support programming, emotional wellbeing initiatives and more. We encourage you to reach out to military families at this difficult time and remind them of support services available to them from MSU Extension and others. This includes:

- [MSU Extension Veteran Resources Fact Sheet](#)
- [MSU Worklife Office](#)
- [Veterans Crisis Line](#)
- [Getting Started with VA Mental Health Services](#)

When requesting keys, access, or space please use the links below

#### **Keys: CIPS, PBL, and PSSB**

Key Authorization Form

<https://form.jotform.com/212013892609050>

#### **Building Access: CIPS, PBL, and PSSB**

Building Access Form

<https://form.jotform.com/212013564055142>

#### **Autoclave Room Access: PSSB**

Autoclave Access Form

<https://form.jotform.com/212013438444144>

#### **PSSB Office Space Request Form**

<https://form.jotform.com/212354794241152>

## Fall 2021 Professional Development Courses

by MS Human Resources

Whether you're working from a remote workspace or transitioning back to campus, HR Organization and Professional Development (OPD) has a variety of online, live courses to help you reach your professional goals. New courses designed to assist with the university's return to on-site work are now available for registration in addition to other popular classes around a variety of topics.

Employees may use available [educational assistance](#) funds toward course fees, if any. Ready to enroll? Visit the [EBS Portal](#) for registration and reach out to OPD at [prodev@hr.msu.edu](mailto:prodev@hr.msu.edu) with any questions.

### New Course Offerings

- [Conflict Management | August 30](#): The primary goals of this course are conflict resolution, de-escalation, crisis management, and everyone's safety. This training will prepare participants to apply skills to real-life situations and to retain those skills over time. Registration closes August 13.
- [Building Cohesive Teams | September 15](#): Explore strategies to increase team cohesiveness and establish positive day-to-day interactions to enhance communication, build team awareness and cultivate trustworthiness in the work culture.
- [Managing and Leading Across Locations | September 29](#): Teams working from multiple locations may encounter a unique set of challenges. In this course, you'll learn the difference between managing and leading and what effective leadership entails in this new environment.
- [Strategic Planning | October 13](#): Identify how to move from ideas to action in this hands-on workshop. Participants will gain a foundational base for implementing strategic planning in a unit.
- [Performance Management for Hybrid Teams | October 27](#): While the overall goal of performance management is the same across all types of settings, it is important to consider how the process should be adapted to better support and develop employees working in hybrid teams. Learn tips and strategies for developing strong and high performing hybrid teams using MSU's Performance Excellence process.

### Additional Instructor-led Course Offerings

Many more professional development classes are being offered over the next few months. Learn more about select courses below and view all current [Organization and Professional Development courses on the HR website](#).

## Fall 2021 Professional Development Courses

by MS Human Resources

### Business Analysis

➤ [Process Mapping Series | Begins September 1](#): Gain the knowledge and skills needed to confidently begin your process improvement journey. Explore the basics of process mapping and key terminology with hands-on exercises and an opportunity to begin using the interactive process mapping tool, Promapp.  
Communication

➤ [Writing Policies and Procedures | October 13](#): It can be challenging to write policies and procedures in clear terms that can be understood by all. This course will share proven strategies to successfully take on this task and provide methods for creating easy-to-understand resources.

➤ [Crucial Conversations | 2.5-day series begins September 13](#): Learn step by step tools for promoting open, honest dialogue around high-stakes, emotional, or risky topics – at all levels of your organization. Registration closes August 25.  
Customer Service

➤ [Maximizing the Spartan Experience | September 30](#): Whether your customers are students, colleagues, or vendors, providing a high level of service is key. Learn how to plan, develop, and maintain high customer service standards.  
Human Resources

➤ [Mitigating Bias in Hiring | September 14](#): Learn best practices and procedures for reducing potential bias in the screening and interview process.  
Operations

➤ [Records Management and Retention at MSU | August 25](#): Learn rules, regulations, and strategies to help manage university records.  
Personal Development

➤ [Identify and Maximize Your Strengths | September 2](#): Complete a Clifton Strengths Assessment to learn more about your natural patterns of thinking, feeling and behaving, so that you can discover what makes you exceptional and maximize your potential.

➤ [READY, Set, Change! | September 9](#): Discover a framework to help you guide yourself and others through common change management scenarios including new programs, technological platforms, and systems.

## Job Announcements

### Technical Aide

Job # 727152

Cropping Systems Agronomy program Technical Aide

<https://careers.msu.edu/en-us/job/507654/technical-aide>

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### Technical Aide

Job # 694997

Potato Outreach Program Research Aide

<https://careers.msu.edu/cw/en-us/job/505991/technical-aide>

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### Research Associate - Fixed Term

Job # 717388

The Department of Plant, Soil and Microbial Sciences at Michigan State University, in collaboration with the USDA Forest Services Northern Research Station, is seeking a highly motivated Research Associate for a project investigating interactions between biotic and abiotic controls on assisted migration in northern forests.

<https://careers.msu.edu/cw/en-us/job/507365/research-associatefixed-term>

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### Research Associate - Fixed Term

Job # 700439

The Department of Plant, Soil and Microbial Sciences invites applications from outstanding candidates for a fixed term Research Associate position in the area of plant responses to nutrient deficiency, with a main focus on phosphorus starvation.

<https://careers.msu.edu/cw/en-us/job/506404/research-associatefixed-term>

## COVID-19 Updates

### Important New Information, Please Read

The form for all faculty, staff and students to verify their vaccination against COVID-19 is now available at [go.msu.edu/covidvaccinestatus](https://go.msu.edu/covidvaccinestatus). You are required to complete the form and to revisit it if your vaccination status changes over the next few weeks. **All members of our campus communities must complete this form by Tuesday, Aug. 31, even if they previously completed the university's vaccine survey.**

MSU will recognize medical and religious [exemptions](#) to its vaccination requirement, as well as exemptions for students taking only online classes this semester and not coming this fall to campus or property owned or governed by MSU for any reason. Individuals seeking an exemption due to a sincerely held religious belief must submit a request using the [religious exemption form](#). Those seeking an exemption due to a medical condition must submit a request using the [medical exemption form](#). Students pursuing an online-only exemption must submit a request using the [online courses exemption form](#).

All [exemption requests](#) must be submitted on or before Aug. 31. Those who do not comply with the vaccination verification or exemption requirements by Aug. 31 may face discipline up to and including dismissal from MSU.

## COVID-19 Updates

If you haven't already received a COVID-19 vaccine, it is time to take that critical and important step to protect yourself and our communities. All members of the MSU community can receive a free COVID-19 vaccination through the [MSU Health Care Pharmacy](#). For those not in the East Lansing area, visit [vaccines.gov](#) to find a U.S. vaccination site near you. International students and scholars should seek out a [WHO-approved vaccine](#).

Additionally, free COVID-19 vaccination clinics leading up to and following the vaccination requirement deadline are available to all students, faculty and staff seeking to begin or complete their vaccine regimen.

### MSU Health Care Pharmacy (Pfizer)

- 10:30 a.m. - 9 p.m. Monday, Aug. 30, at the Breslin Student Events Center, 534 Birch Rd., East Lansing
- 8 a.m. - 9 p.m. Wednesday, Sept. 1, at the Breslin Student Events Center, 534 Birch Rd., East Lansing
- 8 a.m. - 9 p.m. Wednesday, Sept. 22, at the Breslin Student Events Center, 534 Birch Rd., East Lansing
- 8 a.m. - 9 p.m. Thursday, Sept. 23, at the Breslin Student Events Center, 534 Birch Rd., East Lansing

### Ingham County Health Department (Pfizer and Johnson & Johnson)

- 4 p.m. - 9 p.m. Monday, Aug. 30, at the Bailey St. Parking Lot, 139 Bailey St., East Lansing

### ➤ COVID-19 frequently asked questions

FAQs regarding the COVID-19 mandate, face coverings and questions specific to students and employees are available on the Together We Will website. [Read more](#)

- All individuals are required to wear masks indoors beginning August 1<sup>st</sup> in all campus buildings and other MSU facilities in East Lansing and throughout the state. This requirement will be in place for at least the first weeks of the fall semester.
- All students, faculty and staff are required to be vaccinated against COVID-19 with an FDA-authorized or WHO-approved vaccine by August 31<sup>st</sup>. Limited exemptions for medical or religious reasons will be provided.
- Students, faculty and staff will submit verification of their vaccination status using MSU's Vaccine Form, which will be made available to all students, faculty and staff in the coming weeks. During the verification process, students and employees will be asked to provide the dates of their vaccination, the manufacturer of the vaccine and the location where vaccines were administered.

Those who received one dose of a two-dose series are expected to complete their vaccination series according to the recommended schedule and must report when they have done so via the Vaccine Form. Additionally, those who are not fully vaccinated by Aug. 31, are required to participate in the [Early Detection Program](#) until they are fully vaccinated and follow the [Face Coverings Directive](#).

## COVID-19 Updates

Due to the MSU indoors ask requirement, masks are required in MSU vehicles with more than one occupant, whether the vehicle is on or off campus. A vehicle is considered indoor space.

- The state of Michigan held a town hall for the state's Gen-Z population to help answer questions on the COVID-19 vaccine. Recent Spartan graduate, **Ally Telfor**, joined the panel. MSU encourages departments to share the [recording](#) of the town hall in communications to students.
- Consistent hand hygiene (cleaning and disinfection) is always a good practice.
- Information on building preparations, air circulation, cleaning protocols and other IPF building services can be found [here](#).
- MSU Returning To On-Site Work website [Coronavirus Updates \(msu.edu\)](#)

## IT Update

### **New MSU login experience: What you need to know**

As previously communicated on June 17, MSU IT will make improvements to the current login experience for multiple MSU applications and systems. These changes are required to support federal research specifications for the National Institutes of Health (NIH) grant system. They will also enhance security, enable you to reset your own password, and reduce the time you spend on logging in. While several changes are expected, we will keep you informed with communications regarding each change.

On August 28, 2021, the next phase of improvements will be implemented that will impact the login screen of MSU applications you may use, including D2L, EBS, Zoom, Kaltura, and others. While **no action is required**, we are informing you of this change so that you are prepared.

### **What is changing?**

- On **August 28, 2021**, the existing login screen will change for multiple MSU applications, including D2L, EBS, Zoom, Kaltura, and others
- See how the login screen will change [here](#)

### **What do I need to do?**

- **No action is required at this time**
- You will receive an email in advance of future changes

### **Why is this change occurring?**

- The change is required to support federal research specifications for the NIH grant system
- The improvements to the login experience offer benefits to you:
  - It allows you to spend less time logging in and more time on your work
  - More consistent user login experience across multiple applications
  - Ability to reset your own password
- Enhanced security



## Travel

### MSU Concur Kick-Start Reintroduction Webinar: Request, Travel, Expense Session 1

[https://mediaspace.msu.edu/media/MSU+Concur+Kick-Start+Reintroduction+Webinar+-+Request+%7C+Travel+%7C+Expense/1\\_yj5018bi](https://mediaspace.msu.edu/media/MSU+Concur+Kick-Start+Reintroduction+Webinar+-+Request+%7C+Travel+%7C+Expense/1_yj5018bi)

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### MSU Concur Kick-Start Reintroduction Webinar: Booking Travel and Triplt Pro App Session 2

[https://mediaspace.msu.edu/media/MSU+Concur+Kick-Start+Reintroduction+Webinar+-+Booking+Travel+and+Triplt+Pro+App/1\\_zy9owobv](https://mediaspace.msu.edu/media/MSU+Concur+Kick-Start+Reintroduction+Webinar+-+Booking+Travel+and+Triplt+Pro+App/1_zy9owobv)

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### MSU Concur Kick-Start Reintroduction Webinar: Groups and Guests Tools Session 3

[https://mediaspace.msu.edu/media/MSU+Concur+Kick-Start+Reintroduction+Webinar-Guests+and+Groups/1\\_4r9e8ake\\](https://mediaspace.msu.edu/media/MSU+Concur+Kick-Start+Reintroduction+Webinar-Guests+and+Groups/1_4r9e8ake\\)

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MSU's domestic travel policy has returned to normal. For international travel, the level of review is dependent on vaccination status. Please visit the [Office for Global Health, Safety and Security COVID webpage](#) for further guidance.

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Download and view all of the **Concur User Training Guides** from this page:

<https://ctrl.msu.edu/COTravelNew/Guides.aspx>

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Want the latest news in regard to travel and Concur? Register for the Travel Listserv at: [https://ctrl.msu.edu/Join\\_Listserv.aspx?id=UNIVTVL](https://ctrl.msu.edu/Join_Listserv.aspx?id=UNIVTVL)

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MSU's Travel Policy is published at: <http://ctrl.msu.edu/COMBP/mbp70ebs-July2019.aspx>

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### Assistance Resources

Travel policy and travel program support: [travel@ctrl.msu.edu](mailto:travel@ctrl.msu.edu) or 517-355-5000

Concur: [concurhelp@msu.edu](mailto:concurhelp@msu.edu)

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### Travel@State - Frequently Asked Questions

<https://ctrl.msu.edu/COTravelNew/FrequentlyAskedQuestions.aspx>

### MSU Travel@State Videos

#### Getting Started

- [Concur Request - How To Create a Request](#)
- [Zoom Session - Getting Started](#)
- [Updating Your Travel Profile](#)
- [How to Enroll in My Travel Network](#)
- [Activating E-Receipts](#)
- [Receipt Management](#)

**New!** PSM Staff will be holding office hours. Please see hours listed below.

### PSM Chairperson

<b>Brian Horgan</b>	<a href="mailto:horganb@msu.edu">horganb@msu.edu</a>	Monday-Friday	8:00 AM-5:00 PM
<b>AnnMarie Guldner</b>	<a href="mailto:guldner1@msu.edu">guldner1@msu.edu</a>	Assistant to the Department Chairperson	

### PSM Accounting Team psm.accounting@msu.edu

<b>Emily Williams</b>	<a href="mailto:emilywil@msu.edu">emilywil@msu.edu</a>	Monday-Friday	8:00 AM-5:00 PM
	Office Hours:	Monday	10:00-11:00 AM
		Wednesday	2:30-3:30 PM
<b>Lisa Bowen</b>	<a href="mailto:bowenli1@msu.edu">bowenli1@msu.edu</a>	Monday-Friday	7:00 AM-4:00 PM
	Office Hours:	Tuesday	1:00-2:00 PM
		Thursday	1:00-2:00 PM
<b>Gina Centeno</b>	<a href="mailto:centeno@msu.edu">centeno@msu.edu</a>	Monday-Friday	8:15 AM - 2:30 PM
	Office Hours:	Tuesday	10:00-11:00 AM
		Wednesday	1:30-2:30 PM
<b>Kim McClung</b>	<a href="mailto:mcclungk@msu.edu">mcclungk@msu.edu</a>	Monday-Friday	7:00 AM-4:00 PM
	Office Hours:	Tuesday	2:00-3:00 PM
		Thursday	10:00-11:00 AM

### PSM Human Resources Team psm.hr@msu.edu

<b>Hannah O'Mara</b>	<a href="mailto:omarahan@msu.edu">omarahan@msu.edu</a>	Monday-Friday	8:00 AM-5:00 PM
	Office Hours:	Monday	10:00-11:00 AM
		Wednesday	2:30-3:30 PM
<b>Jordan Davis</b>	<a href="mailto:davis432@msu.edu">davis432@msu.edu</a>	Monday-Friday	8:00 AM-5:00 PM
	Office Hours:	Tuesday	2:00-3:00 PM
		Thursday	3:00-4:00 PM
<b>Christiina Donley</b>	<a href="mailto:tymoszew@msu.edu">tymoszew@msu.edu</a>	Monday-Friday	8:00 AM-5:00 PM
	Zoom Office Hours:	Wednesday	10:00 AM-12:00 PM
<b>Mackenzie Graham</b>	<a href="mailto:graham2@msu.edu">graham2@msu.edu</a>	Monday-Friday	7:00 AM-4:00 PM
	Office Hours:	Tuesday	1:00-2:00 PM
		Thursday	1:00-2:00 PM
<b>AnnMarie Guldner</b>	<a href="mailto:guldner1@msu.edu">guldner1@msu.edu</a>	Monday-Friday	7:30 AM-4:00 PM
	Office Hours:	Monday	2:00-3:00 PM
		Wednesday	9:00-10:00 AM

### PSM IT Team

<b>Dominic Colosimo</b>	<a href="mailto:colosi14@msu.edu">colosi14@msu.edu</a>	Monday-Friday	8:00 AM-5:00 PM
<b>Lee Duynslager</b>	<a href="mailto:duynslag@msu.edu">duynslag@msu.edu</a>	Monday-Friday	8:00 AM-4:30 PM

## MSU Academic Calendar

### Fall 2021

September 1	Classes Begin
September 6	Holiday - University Closed
October 20	Middle of Semester
October 25-26	Break Days
November 25-26	Holiday - University Closed
December 12	Classes End
December 13-17	Final Exams
December 24-27	Holiday - University Closed
December 17-18	Commencements
Dec 31 - Jan 3	Holiday - University Closed

## PSM Payroll Time Reporting

Due Date Reminders for **biweekly payroll** (includes labor and student)

Reminder: If your employee's time is not submitted, they will not be paid.

- For the September 10<sup>th</sup> pay date (for time worked from August 15-28) your time is due by 5 PM on Tuesday, August 31<sup>st</sup>.
- For the September 24<sup>th</sup> pay date (for time worked from August 29-September 11) your time is due by 5 PM on Tuesday, September 14<sup>th</sup>.
- For the October 8<sup>th</sup> pay date (for time worked from September 12-25) your time is due by 5 PM on Tuesday, September 28<sup>th</sup>.

**NEW! Payroll Assistance with Christiina** at 12:00 PM on the following Mondays:

August 30	September 13, 20, 27	October 4, 11, 18, 25
November 1, 8, 15, 22, 29	December 6, 13, 20, 27	

<https://msu.zoom.us/j/98549666083>

Meeting ID: 985 4966 6083

Passcode: 001550

## Newsletter Submissions

Send newsletter submissions to **AnnMarie Guldner** at [guldner1@msu.edu](mailto:guldner1@msu.edu)

Deadline: Thursdays by 10:00 AM