

**PLANT SOIL
& MICROBIAL
SCIENCE
DEPARTMENT**



Seminars / Webinars

November 16, 2020 from 1:30-2:30 PM

Plant Pathology Seminar

Drew Glassbrook

Title: Investigating the Wheat Microbiome, and Interactions between *Fusarium graminearum* and Wheat Bacteria Endophytes

<https://msu.zoom.us/j/97892001305>

Meeting ID: 978 9200 1305

Passcode: 156579

November 18, 2020 from 9:00-10:30 AM

The Office of China Programs is hosting a dialogue with the VP's Office of Research and Innovation on November 18, from 9-10:30 am EST. Please register [here](#) using your MSU email address for this virtual Zoom webinar. This dialogue will focus on Research Collaboration with China Under the Current Geopolitical Landscape. You may submit your questions anonymously in advance [here](#), publicly in the Q&A box during the event, or privately by email to **Jennifer Wargo** (pippipnj1@msu.edu) during the event.

November 19, 2020 from 4:00-5:00 PM

PSM/HRT Fall 2020 Seminar

Dr. James Kelly, Michigan State University, Emeritus Faculty

Title: 100-plus years of bean breeding research at Michigan State University

<https://msu.zoom.us/j/98053375357>

Meeting ID: 980 5337 5357

Passcode: 149423

November 30, 2020 from 1:30-2:30 PM

Plant Pathology Seminar

Carly Hendershot

Title: Michigan sugar beets; disease survey and winter storage trials

<https://msu.zoom.us/j/97892001305>

Meeting ID: 978 9200 1305

Passcode: 156579

December 3, 2020 from 4:00-5:00 PM

PSM/HRT Fall 2020 Seminar

Dr. Maria del Mar Jimenez Gasco, The Pennsylvania State University

Title: Diversity, ecology, and evolution of plant-associated *Fusarium oxysporum*

<https://msu.zoom.us/j/98053375357>

Meeting ID: 980 5337 5357

Passcode: 149423

Seminars / Webinars

December 7, 2020 from 1:30-2:30 PM

Plant Pathology Seminar

Allie Watson

Title: *Gnomoniopsis smithogilvyi*: An Emerging Pathogen in Michigan

<https://msu.zoom.us/j/97892001305>

Meeting ID: 978 9200 1305

Passcode: 156579

Announcements

Child Development Laboratories Has Openings

The [Child Development Laboratories](#) has spaces open in its 36+ months and 48+ months full day program, beginning in January 2021. Online application is now available at <https://hdfs.msu.edu/cdl/application> Please email cdl@msu.edu or call 517-355-1900 for additional assistance.

PCard Reminder - Membership Dues

Membership dues are NOT to be paid from your MSU Procurement Card. Membership dues need to be processed by the Department Business Office where they generate a special letter and handle getting the information needed for approval and process payment. You just need to scan/forward your membership renewal request to **Lisa Bowen** at bowenli1@msu.edu. Please be sure to provide the account number so that she can submit payment.

Strategic Planning Steering Committee Needs Your Input

In January of 2020, MSU President Samuel L. Stanley charged a steering committee to undertake a comprehensive and inclusive strategic planning process that would establish a vision for Michigan State University for the coming decade and establish the priorities and directions that would support it.

A cornerstone of the strategic planning process is the gathering of community input at appropriate milestones and hearing many voices from the Spartan community in order to ensure a shared vision for the future.

After initial input and work sessions, a set of institutional values has been drafted and are ready to be shared with campus stakeholders. Specifically, do these institutional values resonate and how do you see them shaping our future? Your input is needed!

Between November 2nd and November 24th virtual input sessions will take place, giving stakeholders the opportunity to review the draft values and offer their perspectives. Each session will be guided by a skilled moderator who will lead groups through the process of reviewing the values, as well as envisioning a future in which our values guide our thoughts, actions and strategic direction.

Hearing voices from many internal and external stakeholders is vital to our success. Please consider participating in one of these input sessions.

To learn more and register for a session, visit: https://msu.co1.qualtrics.com/jfe/form/SV_1A0GjPCbF58lH5r

For questions, contact the Strategic Planning project team via our [SP Contact Form](#).

Announcements

Building Access

If building access is needed, please remember to have the PI email **AnnMarie Guldner** (guldner1@msu.edu) directly with this request. Requests cannot be accepted from anyone other than the PI.

PSM Office Coverage

We will be staffing the PSM office for essential needs only (Ex: keys). An appointment needs to be made prior by contacting **AnnMarie Guldner** at either guldner1@msu.edu Or 517-353-0120. No drop ins will be allowed.

- Friday, November 13th from 8 AM-12 PM
 - Wednesday, November 18th from 8 AM-12 PM
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Drive-Thru Flu Vaccine Events

No appointment is necessary for the drive-thru events. Download the vaccine consent form and bring it with you. Be sure that you are filling out the form for the same day that you are planning to receive your vaccine. A copy of this form has been attached.

Location: MSU Pavilion on Farm Lane

Hours: 8:00 AM-4:30 PM

Dates: November 11 & 12 and December 9 & 10

Patients are expected to wait 15 minutes after flu shot in approved waiting areas. Expected co-pay under the university prescription benefit is \$0.00.

Sign-in/out forms for PSSB and CIPS

The sign-in/out form for visiting PSSB and CIPS will no longer be required because it's largely redundant with the COVID-19 Workplace Health Screening (Updated 6/18/2020) form. Effective Immediately, you are only required to fill out the COVID-19 Workplace Health Screening (Updated 6/18/2020) form before you enter PSSB or CIPS. The health screening form provides the critical information for contact tracing in the event of potential COVID case or exposure in the building. The sign-in/out form has been removed from the PSM website. Note: Farms are still requiring sign-in/out form. The form can be found at this link

<https://forms.office.com/Pages/ResponsePage.aspx?id=MHEXli9k2UGSEXQjetVofRr5465eeclGIAHCZg1x3UtUQU1EWTRBTKZTMzVESEJDTzRPMTBHNEFHVC4u>

Vehicle Use Policy

MSU travelers are now allowed by MSU Transportation Services to travel with two persons in full size vans large enough to allow six-foot spacing. There are no restrictions on distance traveled. This approval applies to MSU Transportation Services vans and department or project owned vans of similar size.

Please comply with the following conditions:

- 1) The two passengers must remain at least six feet apart while traveling.
- 2) Both the driver and passenger must wear face coverings at all times while in the vehicle.
- 3) Maximize movement of external air at all times. Use ventilation fans with recirculation disabled. Windows may be open if weather allows.
- 4) Disinfect all high-touch surfaces with an EHS approved disinfectant such as 70% ethanol at the conclusion of each leg of the trip.
- 5) Normal travel approvals continue to be in effect.

MSU HR - Professional Development

Upcoming Virtual Courses

The following courses are available for registration in the EBS Portal. Employees may use available educational assistance funds to pay for these programs.

Creating and Sustaining a Positive Workplace

November 10, 2020 from 9:00 AM-12:00 PM

This course provides humorous insight into the seven habits of negativity, including tips to stop gossip, techniques for getting along with others, and strategies to reap the many benefits of a positive and engaged workforce.

elevateU-Live Event: Smartcuts: Accelerating innovation, Managing Change, and Thinking Differently

November 10, 2020 from 12:00-1:00 PM

Breakthrough innovation happens when you rethink conventional wisdom, but how do you train yourself-or your organization-to think differently? How do you foster an environment where innovation can thrive? In this clever and surprising keynote, award-winning journalist, explorer, and entrepreneur, Shane Snow, will debunk myths of success and aim to inspire with unforgettable research and stories.

Records Management and Retention and MSU

November 10, 2020 from 1:30-3:30 PM

Learn rules, regulations, and strategies to help manage university records including both electronic and print documents. Bring questions and scenarios to ensure your unit is in compliance with administrative and legal records management requirements.

New! Business Writing for Results, Part One

November 11, 2020 from 9:00 AM-12:00 PM

Writing skills can make a big difference to your efficiency, productivity and career success. Learn to apply proven guidelines to get the attention of your readers and say more with fewer words. **Also attending *Business Writing for Results: Part Two* is highly recommended but not required.**

Engaging Teams for Maximum Performance

December 9, 2020 from 8:30 AM-12:00 PM

Developing a shared vision of success is a critical factor in driving team performance. Methods of building trust, setting goals and providing feedback to help enhance employee engagement and working relationships will be shared.

Job Postings

Researcher BioFeedstock <https://jobs.airswift.com/job/researcher-biofeedstock>

Shell International Exploration and Production, Inc. has an opening to work on diverse feedstocks for biofuels that would suit a recent PhD. If interested, please click on the above link for additional information.

Face coverings are a crucial public health measure and help protect others by reducing exposure to droplets if someone is unknowingly infected with COVID-19.

FACE COVERINGS MUST BE WORN BY EVERYONE (including all faculty, staff, students, vendors, and visitors) indoors and outdoors while you are on property owned or governed by MSU and while participating in MSU-related or MSU-sponsored activities. If you have a medical condition that may prevent you from safely wearing a face covering, you should contact MSU's Resource Center for Persons with Disabilities to begin the accommodation process.

Exceptions to the requirement for face coverings will be limited.

If you are indoors, exceptions are limited to when:

- You are in your own place of residence and can therefore properly self isolate.
- You are in a private, single-occupancy office or lab space with a closed door and can reasonably expect other individuals not to enter (but if you leave your private, single-occupancy office or lab space and proceed into a common area or hallway - even if there are no other individuals present - you must wear a face covering)
- You are eating or drinking but still maintaining proper distance (at least six feet of physical separation between yourself and others)

If you are outdoors, exceptions are limited to when:

- You are an outdoor worker and can maintain social distance from others (but you will need to wear a face covering outdoors when interacting with others or when unable to maintain social distance)
- You are exercising or engaging in high-intensity activities outdoors (for example, jogging, running, bicycling, or golfing) and can maintain social distance from others

If you are working, exceptions are limited to when:

- You are working in a setting where a face covering may increase the risk of a hazard (for example, the face covering could become wet, the face covering could get caught in machinery or the face covering could become contaminated with chemicals used in the work environment)
- You can maintain social distance from others
- You have previously consulted with your supervisor to determine the appropriate face covering for your setting

Face coverings should (a) be non-medical grade to maintain supplies for health care use, (b) fit snugly against the side of your face, (c) cover your nose and mouth, (d) be secured with ties or ear loops, and (e) allow for breathing without restriction. Cloth face coverings should only be worn for one day at a time, they must be properly hand washed or laundered before subsequent use. Face coverings may vary (for example, disposable non-medical masks or neck gaiters are acceptable).

Please adhere to the guidelines and recommendations from the Centers for Disease Control and Prevention, as well as federal and state governmental authorities, in order to protect your own health and the health of the entire MSU community.

In addition to wearing face coverings, you also must take the following personal precautions:

- Practice physical distancing
- Practice good personal hygiene, including washing hands frequently with soap and water or using hand sanitizer with at least 60% alcohol if soap is unavailable
- Routinely clean and sanitize your workspace and shared equipment

Food and Drink Policy

Food and Drink Policy - Addendum to the PSSB Reopening Plan 7/23/2020

Based on the changing Executive Orders and needs of the MSU community, food consumption will be allowed in PSSB in posted designated areas. Please keep in mind that this change in policy may pose an increased risk of exposure and it is important to observe physical distancing, follow disinfecting protocols and spend minimal time in the room.

To meet these goals and maximize safety, the PSSB building SOP plan has been modified to:

- Note that it is always preferable to eat outside of the building when possible
- Conference and break rooms on the second floor will be open for food consumption. Please limit your time to 30-min to accommodate colleagues/other building occupants.
 - A279 - Horticulture conference room - maximum occupancy is 5
 - A271 - PSM conference room - maximum occupancy is 6
 - A246 - Break room - maximum occupancy is 5
- Maximum occupancy signs will be posted on each door. If the room is fully occupied, please check another designated space. If all conference and break rooms are fully occupied, check back later.
- Masks must be worn in each room unless actually consuming food
- Kitchenettes will continue to be closed. There is no microwave or refrigerator usage allowed.
- Everyone should bring and remove all personal supplies for eating.
- The user is required to disinfect the space before and after each use following EPA approved guidelines (70% alcohol for 5-min; Sani-wipes for 3-min). Disinfectants will be present in the room.
- Snacks and community food to share should not be brought to work.

MSU Academic Calendar

Fall 2020

November 26-27	Holiday - University Closed
December 11	Classes End
December 14-18	Final Exams
December 24-25	Holiday - University Closed
December 31- January 1	Holiday - University Closed

Fall 2020 Commencement Dates - Virtual Ceremonies

Master's Degrees: Friday, December 18, 2020 at 10:00 AM

Doctoral Degrees: Friday, December 18, 2020 at 2:00 PM

Baccalaureate Degrees: Saturday, December 19th at 10:00 AM

For additional information go to <https://commencement.msu.edu/>

Spring 2021

January 11	Classes Begin
January 18	Holiday - University Open, Classes Cancelled
March 2-3	No Classes
March 3	Middle of Semester
April 21	Classes End
April 26-30	Final Exams

Spring 2021 Commencement Dates

Due to COVID-19, ceremony specific information is not available at this time.

For additional information go to <https://commencement.msu.edu/>

Protocol - MSU COVID-19 Testing and Reporting

Please see this link <https://msu.edu/together-we-will/students-parents/> and <https://msu.edu/together-we-will/faculty-staff/> for current COVID-19 testing and reporting protocol.

New Version Fillable PSMS PDF Time Sheet

Attached to this newsletter is the [new fillable version of the PSMS PDF time sheet, this version replaces all other copies](#). The new time sheet has required fill-in areas (i.e. dates and signatures) and all areas are now fillable or a check box.

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 November 20th pay date (for time worked from October 25-November 7) your time is due by 5 PM on Tuesday, November 10th.
- **UPDATE:** Due to early processing by the payroll department, for the December 4th pay date (for time worked from November 8-21) your time is due by **5 PM on Monday, November 23rd**.
- For the December 18th pay date (for time worked from November 22-December 5) your time is due by 5 PM on Tuesday, December 8th.
- For the December 30th pay date (for time worked from December 6-19) your time is due by 5 PM on Tuesday, December 22nd.

PSM Office Contact Information / Hours

Effective March 24, 2020 the PSM Administration Offices are closed. During this time of uncertainty, please be patient with any request that you may have placed with a PSM support staff member. Know that PSM support staff will get to your request as quickly as possible.

AnnMarie Guldner	guldner1@msu.edu	Monday-Friday	7 AM-3 PM
Ashley Lathrop	danas@msu.edu	Monday-Friday	8 AM-12 PM & 1-5 PM
Brian Horgan	horganb@msu.edu	Monday-Friday	8 AM-12 PM & 1-5 PM
Christiina Donley	tymoszew@msu.edu	Monday-Friday	8 AM-12 PM & 1-5 PM
Debbie Williams	williade@msu.edu	Monday-Friday	7 AM-3 PM
Dominic Colosimo	colosi14@msu.edu	Monday-Friday	8 AM-12 PM & 1-5 PM
Gina Centeno	centeno@msu.edu	Monday-Friday	8:15 AM-2:45 PM
Lee Duynslager	duynslag@msu.edu	Monday-Friday	8 AM-12:30 PM & 1-4:30 PM
Lisa Bowen	bowenli1@msu.edu	Monday-Friday	8 AM-4 PM
Mackenzie Graham	graham2@msu.edu	Monday-Friday	8 AM-12 PM & 12:30-4:30 PM
Rachel Jorgensen	eschrach@msu.edu	Monday-Friday	7 AM-3:30 PM
Sandie Litchfield	litchfi9@msu.edu	Monday-Friday	7:30 AM-12 PM & 1-4:30 PM