

**PLANT SOIL  
& MICROBIAL  
SCIENCE  
DEPARTMENT**



## Congratulations!

The Society for the Study of Evolution (SSE) is honoring **Richard Lenski** with the 2021 SSE Evolution Lifetime Achievement Award in recognition of his remarkable research, outstanding mentorship and noteworthy service to the evolution community.

<https://natsci.msu.edu/news/msus-richard-lenski-receives-lifetime-achievement-award/>

## Seminars/Webinars

**February 24, 2021**

**Conversations with Morgan Halane**

IS-MPMI have been hosting some events scattered throughout the year, and it continues with one on February 24<sup>th</sup> titled “Conversations with **Morgan Halane**” who founded #BlackBotanistWeek. <https://www.ismpmicconnect.com>

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**February 25, 2021 at 4:00 PM**

**HORT/PSM Spring Seminar**

**Dr. Sandra Branham, Clemson University**

Title: Genomics - assisted breeding of vegetable crops

Zoom: <https://msu.zoom.us/j/94865185229>

Passcode: 149149

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**March 10, 2021**

**2021 Agtech Innovation Summit**

Virtual event

University of Illinois Research Park

Additional Information: <https://researchpark.illinois.edu/events/agtechsummit/>

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**March 11, 2021 at 4:00 PM**

**HORT/PSM Spring Seminar**

**Dr. Eric Brennan, USDA-ARS**

Title: DIY video making tips to help you share your science on YouTube

Horticulture Organization of Graduate Students Invited Speaker

Zoom: <https://msu.zoom.us/j/94865185229>

Passcode: 149149

## Upcoming MSU Inclusion and Intercultural Initiatives Events

### APIDA/A Virtual Listening Space

Wednesday, February 24, 2021 from 1:00-2:00 PM

A Virtual Listening Space facilitated by CAPS Staff

Register [here](#).

Have questions? Email BaoCun at [hindbaoc@msu.edu](mailto:hindbaoc@msu.edu).

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### Songs for My Right Side. MSU Libraries Encompass Series 2021: Celebrating Black History Month

Wednesday, February 24, 2021 from 7:00-8:00 PM

Director/Writer: Jeffrey C. Way, Professor in Film Studies Program, Department of English

More information and [register here](#).

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### Dr. William G. Anderson Lecture Series, Slavery to Freedom: An American Odyssey

Thursday, February 25, 2021 from 5:00-6:30 PM

Presenter: Dr. Cornel West. Please register in advance for this webinar.

Please register in advance [here](#).

[Slavery to Freedom flyer](#).

## Upcoming MSU Professional Development Opportunities

### New! Vendors in KFS

February 25, 2021 from 10:00-11:00 AM

Recommended for employees responsible for preparing Disbursement Voucher payments, this course will review the various types of vendors in KFS and when to use them, how to add and edit a vendor, including documentation required, and tips on searching for a vendor.

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### Records Management and Retention at MSU

February 25, 2021 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.

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### Advanced CHRS

March 3 and 4, 2021 from 8:30 AM-4:30 PM

This program, designed for current Certified Human Resources Specialists, covers topics including employment and labor law changes, best practices in effective HR management, and more. Attend Advance CHRS and earn 14 continuing education credits toward CHRS recertification.

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### ElevateU Live Event: Adaptive Recovery: Learning to Live and Manage Amidst Challenging Times

February 23, 2021 from 12:00-1:00 PM

Juliette Kayyem, National Security Analyst, will discuss preparedness and resilience pertaining to COVID-19, reflecting on what we can learn from 2020 and what it can teach us about becoming resilient organizations, teams, and individuals.

# Announcements

## PSM Proposal Submission Procedure

### PSM Policy

30+ Business days before deadline: Intent to submit a proposal needs to be forwarded to department administrator [**Debbie Williams**].

12 Business days before deadline: Items needed to route proposal document: draft budget.

5 Business days before deadline: Need final version of all documents: final budget, statement of work, justification, and MSU commitment form.

3 Business days before deadline: Final review of the package and submit the completed proposal document for approvals.

### ABR ORS Office Policy

The policy for assistance from ABR-ORS are for projects \$100,000 or higher. All other projects must go through PSM.

30+ Business days before deadline: Complete the on-line ABR-ORS Proposal Request Form.

8 Business days before deadline: Items needed to route proposal document: draft project summary, final budget, statement of work, justification, and final subcontract documents.

5 Business days before deadline: Need final version of all documents: narrative, abstract, references, letters of support, vitae, current & pending, appendices, etc.

3 Business days before deadline: ABR-ORS will make final reviews of the package and submit the completed proposal document to OSP.

1 Business day before deadline: OSP will review and submit to the agency.

### OSP Office Policy

10 Business days before deadline: Solicitation and/or intent needs to be forwarded to OSP with PD number.

6 Business days before deadline: Need final version of all documents: budget; narrative, abstract, references, letters of support, current & pending, etc.

3 Business days before deadline: Complete proposal for submission.

### Late Proposals

A proposal is considered late when the PI, their administer, or the department/college pre-award office provides the complete proposal to OSP with less than 3 full business days prior to the submission deadline.

### At-Risk Proposals

A late proposal is considered at-risk when it is provided to OSP within 8 business hours of the submission deadline. At-Risk approval from the Research Dean is required.

Faculty/staff risk the submission of their proposal if they fail to adhere to these procedures.

## Announcements

### Medical Certification Needed to Drive Some University Vehicles

You may need to have a medical certification to drive some University Vehicles. If your vehicle has a gross vehicle weight rating (GVWR) or if your vehicle & trailer combination have a GVWR greater than 10,001 pounds; you need to have a medical certification. The GVWR is what your vehicle is rated to carry; not how much you are carrying. You can find more information from the [Occupational Health](#) page. Exposure to Health Risks Physical Demands Form attached.

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### Remember to update your MSU alert settings

To ensure faculty and staff receive all emergency alerts, MSU Police asks employees to periodically update their emergency information.

Additional Information:

[https://alert.msu.edu/?sc\\_campaign=14CD019AFA0748EE8B69B95803741D92&utm\\_source=insidemsu-email&utm\\_medium=email&utm\\_campaign=standard-promo](https://alert.msu.edu/?sc_campaign=14CD019AFA0748EE8B69B95803741D92&utm_source=insidemsu-email&utm_medium=email&utm_campaign=standard-promo)

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### C.S. Mott Fellows Nomination Invitation Letter

Attached to this newsletter you will find a letter from **Dr. Michael Hamm**, C.S. Mott Chair of Sustainable Agriculture, regarding the nomination of potential recipients of the Mott Fellowship for the 2021-2022 academic year. Feel free to contact **Emma McNabb** should you have any further questions regarding the contents of the letter. Emma can be reached at either [ulrichem@msu.edu](mailto:ulrichem@msu.edu) or 517-432-1612.

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### Building Access

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

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### PSM Office Coverage

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

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### Spring Drop-In Advising

Career Services Network will be hosting several virtual Drop-in Advising events to help with resume reviews for career fairs and the job search, as well as overall preparation for our upcoming job fairs! If you know of any students who are looking for career fair prep and/or a fast resume review, we have advisors ready to help them for virtual drop-ins on Tuesday, April 6<sup>th</sup> from 5-7 PM (EDT)

All of these events are listed on Handshake ([msu.joinhandshake.com](https://msu.joinhandshake.com)) under “CSN Drop-in Advising”, as well as on our website under “Learn About Drop-in Services”. Promotional flyer will be attached to this newsletter for reference and promotions. Additional Questions: Contact **Lauren Hinkel**, Career Advisor, Exploratory and All-Majors-Career Services Network at 517-884-1353 or [hinkell2@msu.edu](mailto:hinkell2@msu.edu)

## Mental Health Resources for Employees

### Health4U Resources

The following MSU Health4U virtual courses and meetups are available (some require registration):

- [MSU Grief and Loss Support](#): Specialized counselors facilitate weekly on-line support sessions on Tuesdays for those experiencing grief and loss.
- [Naming and Navigating Ambiguous Loss](#): Join this webinar on Friday, Feb. 19 to learn about the idea of ambiguous loss and unresolved grief, particularly regarding the COVID-19 pandemic.
- [Breaking Free from the Monkey Mind](#): This is a four-week course beginning on March 3, based on the book “Don’t Feed the Monkey Mind: How to Stop the Cycle of Anxiety, Worry and Fear” by Jennifer Shannon, LMFT.
- [Essential Skills for Navigating Difficult Times](#): The purpose of this eight-week course is to build emotional resilience and psychological flexibility skills to help you navigate the work/life challenges we face, especially as our work and home life have been combined.

### Employee Assistance Program Counseling Services

The Employee Assistance Program (EAP) is a confidential counseling service provided at no cost to MSU faculty, staff, retirees, graduate student employees, and their families. Learn how to make an appointment on the [EAP website](#). These appointments are offered virtually through Zoom.

## COVID-19 Updates

### For Faculty and Staff

For further information from the university, please visit: <https://msu.edu/together-we-will/faculty-staff/>

### Working

- The MSU campus remains open for essential functions only. More information about working remotely is available at: [remote.msu.edu](https://remote.msu.edu).
- Returning to campus: The Ingham County Health Department has issued an emergency order requiring all employees still reporting to work to answer health screening options. To facilitate compliance with this order, we are directing you to this [Covid-19 Workplace Health Screening Form](#) to be filled out prior to each time you enter your campus building.
- Access to high-speed internet is critical for working remotely. Please visit the following link for resources that are available: <https://remote.msu.edu/learning/internet.html>

### Travel

- **All university-sponsored travel (international and domestic) is suspended indefinitely.** This includes new travel as well as any currently booked trips.
- A waiver may be requested for essential international travel for a traveler on an approved international assignment to return to the U.S. or their home country. Requests should be directed via email to [oihs@msu.edu](mailto:oihs@msu.edu). Policies for future incoming and outbound travel are under development and will be shared as they are approved.
- A waiver is required for domestic business essential travel; it can only be granted by the provost, a vice president or the president through the [following form](#) and must be approved before a trip begins. In-state travel is permitted to perform one’s essential job duties, but also [requires a waiver](#). Non-essential in-state travel to state conferences or other gatherings should not occur.
- For updated information on travel advisories, please visit: <https://msu.edu/together-we-will/travel/>.

## Travel

### 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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### Inbound travel

- Travelers coming to any of MSU's campuses are asked to follow the applicable protocol outlined on our Office of International Health and Safety's website: <https://oihs.isp.msu.edu/travel-during-covid-19-pandemic/health-protocol-inbound-travel>.
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### University-sponsored travel

- For employees and students engaged in university-sponsored projects, **all non-essential outgoing domestic and international travel is suspended indefinitely**. If you feel you have essential travel needs, you can submit a waiver for review at least 3 weeks prior to departure. Prior to submitting the waiver, you will be required to obtain documentation from your unit administrator and, for students, from the cognizant advisor, college administrator or program director, affirming that the travel is essential in the context of both programmatic priorities and financial considerations. Note: The health and safety context for travel is currently very fluid, rapidly evolving by location and significantly impacted by frequent issuances of local, national, and international policies.
- Links to appropriate waivers can be found here: <https://oihs.isp.msu.edu/travel-during-covid-19-pandemic>

## 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.

# COVID-19 Vaccine Information

## VACCINES

### COVID-19 Vaccine Updates:

[FDA Fact Sheet for Pfizer Vaccine Recipients](#): This fact sheet must be provided to vaccine recipients upon vaccine administration, along with [a record card](#).

[Center for Disease Control and Prevention](#): Vaccine Information and additional sources for the Latest COVID-19 Vaccine News.

- Poster on Vaccine Preparation and Administration: [Pfizer-BioNTech COVID-19 Vaccine Preparation: Mixing Diluent and Vaccine](#)
- Pfizer Standing Order: [Pfizer-BioNTech COVID-19 Vaccine Standing Orders for Administering Vaccine to Persons 16 years of Age and Older](#)
- Pfizer Vaccine Preparation and Administration Information: [Pfizer-BioNTech COVID-19 Vaccine Preparation and Administration Summary](#)
- Pfizer Screening Checklist: [Pre-Vaccination Form for Pfizer-BioNTech COVID-19 Vaccine](#)
- [What to Expect After COVID-19 Vaccine](#) Handout
- [Health Systems Communication Toolkit](#): Ready-made materials you can use to inform your healthcare teams and other staff
- [COVID 19 Vaccination Record Card PDF](#)

[Michigan Department of Health and Human Services COVID Vaccination Guide](#): COVID-19 Vaccine Provider Guidance and Educational Resources

- [COVID-19 Vaccination Prioritization Guidance](#): This guidance outlines the strategy for vaccine prioritization for the State of Michigan and will be used by the Michigan Department of Health and Human Services (MDHHS), as well as public health and health care, as they allocate and administer vaccines.
- [COVID-19 Vaccine Information For Providers Document](#): Document outlines key topics.

[MDHHS, Division of Immunizations new online COVID-19 Provider Vaccination Registration form](#)

[Pfizer-BioNTech COVID-19 Important Information for Health Care Professionals](#)

A website for providers that includes very detailed information on vaccine storage and handling, including videos.

Michigan Health Alert Network: Update on the Ancillary Kits

- [Update on Mega Kit contents for Pfiz](#)
- [COVID Vaccine Packages PDF](#)
- [IMPORTANT COVID-19 Vaccine Updates](#)
- [MDHHS COVID Webinar Flyer](#)
- [Product Information Guide](#)

Medical Management Guidance for managing a Vaccine Reaction:

- [Medical Management of Vaccine Reactions in Adults in a Community Setting](#)
- [Medical Management of Vaccine Reactions in Children and Teens in a Community Setting](#)

CDC Clinical Guidance for the Pfizer COVID-19 Vaccine:

**Other Immunization Resources for Providers during COVID-19:**

[Centers for Disease Control and Prevention](#): Interim Guidance for Routine and Influenza Immunization Services During the COVID-19 Pandemic.

[Michigan Department of Health and Human Services](#): Updates to this website are ongoing to support you with resources for vaccinating in the context of COVID-19.

## Face Coverings

Face coverings should:

1. be non-medical grade to maintain supplies for health care use,
2. fit snugly against the side of your face,
3. cover your nose and mouth,
4. be secured with ties or ear loops and
5. allow for breathing without restriction.

Cloth face coverings should only be worn for one day at a time, and they must be properly hand washed or laundered with soap/detergent before subsequent use. Face coverings may vary (for example, disposable non-medical masks or neck gaiters are acceptable).

In addition to wearing face coverings, whether you are on- or off-campus, you also must adhere to the guidelines and recommendations from the [Centers for Disease Control and Prevention \(CDC\)](#) as well as federal and [state government](#) authorities, in order to protect your own health and the health of the entire MSU community.

## Protocol - MSU COVID 19 Testing and Reporting

Please see this [link https://msu.edu/together-we-will/students-parents/](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.

## Vehicle Use Policy

Please see the attached COVID-19 Vehicle Occupancy Guidance. (September 2020)

## MSU Academic Calendar

### Spring 2021

March 2-3	Break Days
March 10	Middle of Semester
April 21	Classes End
April 22-23	Study Days
April 26-30	Final Exams
May 1-8	Commencements

### 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/>

## 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 March 12<sup>th</sup> pay date (for time worked from February 14-27) your time is due by 5 PM on Tuesday, March 2<sup>nd</sup>.
- For the March 26<sup>th</sup> pay date (for time worked from February 28-March 13) your time is due by 5 PM on Tuesday, March 16<sup>th</sup>.
- For the April 9<sup>th</sup> pay date (for time worked from March 14-27) your time is due by 5 PM on Tuesday, March 31<sup>st</sup>.

## 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	<a href="mailto:guldner1@msu.edu">guldner1@msu.edu</a>	Monday-Friday	7 AM-3 PM
Ashley Lathrop	<a href="mailto:danas@msu.edu">danas@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
Brian Horgan	<a href="mailto:horganb@msu.edu">horganb@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
Christiina Donley	<a href="mailto:tymoszew@msu.edu">tymoszew@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
Debbie Williams	<a href="mailto:williade@msu.edu">williade@msu.edu</a>	Monday-Friday	7 AM-3 PM
Dominic Colosimo	<a href="mailto:colosi14@msu.edu">colosi14@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
Gina Centeno	<a href="mailto:centeno@msu.edu">centeno@msu.edu</a>	Monday-Friday	8:15 AM-2:45 PM
Hannah O'Mara	<a href="mailto:omarahan@msu.edu">omarahan@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
Lee Duynslager	<a href="mailto:duynslag@msu.edu">duynslag@msu.edu</a>	Monday-Friday	8 AM-12:30 PM & 1-4:30 PM
Lisa Bowen	<a href="mailto:bowenli1@msu.edu">bowenli1@msu.edu</a>	Monday-Friday	8 AM-4 PM
Mackenzie Graham	<a href="mailto:graham2@msu.edu">graham2@msu.edu</a>	Monday-Friday	8 AM-12 PM & 12:30-4:30 PM
Rachel Jorgensen	<a href="mailto:eschrach@msu.edu">eschrach@msu.edu</a>	Monday-Friday	6:30 AM-3:00 PM

### Newsletter Submissions

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

Deadline: Thursdays by 10:00 AM