

**PLANT SOIL  
& MICROBIAL  
SCIENCE  
DEPARTMENT**

### Seminars / Webinars

#### Office of Diversity, Equity, and Inclusion Summer Workshop Series

These workshops serve as an opportunity for faculty and staff to strengthen dialogues and collaborations among the MSU Community in the pursuit of developing a more inclusive MSU environment.

#### ODEI Summer Workshop Dates:

- Wednesday, July 14, 2021 from 11:00 AM-1:30 PM  
**ADVANCEGeo Partnership, Bystander Intervention Workshop**
  
- Wednesday, July 28, 2021 from 11:00 AM-1:30 PM  
**ADVANCEGeo Partnership, Code of Ethics Workshop**

Registration for the ODEI Summer Workshop Series is currently open and closes at 11:59 PM on July 27, 2021. [Register Here](#). A Zoom link will be sent to attendees prior to each Workshop Session.

### Announcements

#### RS&GIS

**Drone Research Services** <http://www.rsgis.msu.edu/UAS/>  
**Drone Expertise and Capacity at MSU**

Remote Sensing and GIS Research and Outreach Services (RS&GIS) is a research support group in the MSU Department of Geography, Environment and Spatial Sciences. Over the past 6 years, RS&GIS has been providing drone-specific services to research faculty and staff both on and off campus.

#### Services:

- Grant development.
- Assistance with both FAA and MSU approval.
- Flight Planning, imagery collection and data processing.
- Secondary geospatial processing in support of statistical analysis.
- Training in drone data collection and processing.

For additional information, please see the flyer attached to this newsletter.

## Announcements

### MSU ALERT

The Michigan State University Police Department is responsible for developing and distributing **Timely Warning** and **Emergency Notification** messages. These messages are intended to **warn the** community about certain crimes and **notify** it of potentially dangerous situations on or near campus. These messages inform community members about incidents that may pose an ongoing threat and provide information to promote safety and prevent similar crimes. The decision to issue a **Timely Warning** or **Emergency Notification** is based on a variety of factors.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (or Clery Act) is intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus. One of the mandates of the Act is to provide these Timely Warnings and Emergency Notifications to the campus community. These warnings and notifications can be delivered via three main platforms: voice messages to phones, e-mail and SMS text messaging.

#### How It Works

MSU uses the [Everbridge](#) mass notification platform to provide time-sensitive messages to our community.

Everbridge provides a self-help portal to manage your contact data and delivery methods. We have already established your account using your MSU e-mail and phone, but you may login with your MSU NetID and password to provide additional information. The portal also allows you to disable any delivery method as well as establish “quiet times” so alerts will not disturb you during class or at night.

#### Self Service Portal

MSU Faculty, Staff, and Students: [Login to the Everbridge self-help portal](#) to manage your contact data. You will be redirected to an MSU login page to use your NetID credentials for authentication. After a successful login, you will be on the everbridge.net site to manage your information.

All information provided is kept strictly confidential and private in accordance with the [Everbridge privacy policy](#).

#### Nixle Community Alerts

If you are not an MSU student or employee and would like to receive MSU ALERT notifications, you can subscribe to our NIXLE channel.

**Text MSUALERT to 888777** (*Message and data rates may apply. Message frequency varies.*)

#### Self Service Portal

Login to the Everbridge self service portal to manage your contact data. You will be redirected to an MSU login page to use your NetID credentials for authentication. After a successful login, you will be on the everbridge.net site to manage your information.

[Portal Login](#)

## Announcements

### EMPLOYMENT AND INCOME VERIFICATION

MSU partners with The Work Number, a service of Equifax Workforce Solutions, to respond to requests for verification of employment and income. The Work Number system is available to authorized verifiers 24 hours per day, seven days per week. This process enables people who work at MSU to receive faster decisions when shopping for mortgages, buying cars, and applying for loans, jobs and certain types of government services. More than 70,000 credentialed verifiers rely on The Work Number for rapid access to information critical to their decision processes, and about 3,000 employers nationwide use The Work Number to provide employment and income verifications. In most cases, MSU employees will just need to provide a lender with their social security number and one of MSU's employer codes to allow their lender to complete an employment and income verification.

➤ [Frequently Asked Questions](#)

MSU's organization codes are:

- **16628:** The code for Faculty and Staff who have NOT held an MSU student employment assignment anytime on or after January 2011 through the present. [Access The Work Number website using code 16628.](#)
- **17345:** The code for current student employees AND any faculty or staff member that worked in a student employment assignment from anytime on or after January 1, 2011 to the present. [Access The Work Number website using code 17345.](#)

How the process works:

- 1) When you apply for credit or other services where proof of employment or income is required, you provide consent to the creditor or lender (the verifier) to verify your employment and income as part of the application process.
- 2) The verifier – who has been carefully screened and credentialed before gaining access to The Work Number system – uses your social security number (provided by YOU) and one of MSU's employer codes to look up your record on The Work Number database.
- 3) MSU has two organization codes. Most MSU faculty and staff will use **16628** and no other steps or information will usually be required after providing the code and your social security number to the lender.
- 4) However, ***student employees and any individual who has been a student employee since January 2011*** will need to use 17345 as the organization code and provide a Salary Key.
- 5) To obtain a Salary Key, [Access The Work Number here: using code 16628](#) or access [The Work Number website using code 17345](#). Enter your MSU Net ID and password. Select “I am an Employee” tab and follow the instructions.

For additional questions on verifications of employment, please contact the MSU HR Solutions Center at [solutionscenter@hr.msu.edu](mailto:solutionscenter@hr.msu.edu) or by calling 517-353-4434.

- 6) For questions in navigating the Work Number site, please contact TWN at -800-367-5690.
- 7) The verifier must provide a valid reason or permissible purpose for requesting the information, as defined by the [Fair Credit Reporting Act \(FCRA\)](#).

## Announcements

The U.S. Department of Agriculture's (USDA) Animal and Plant Health Inspection Service (APHIS) invites stakeholders to submit project suggestions for fiscal year (FY) 2022 Plant Protection Act Section 7721 (PPA 7721) funding. In total, APHIS will allocate approximately \$75 million to plant protection funding with at least \$5 million going to the National Clean Plant Network (NCPN).

PPA 7721's Plant Pest and Disease Management and Disaster Prevention Program is a cooperative agreement program established by the Farm Bill that allows APHIS and its partners to prevent, detect, and mitigate invasive plant pests and diseases. APHIS, along with the National Plant Board, State departments of agriculture, industry organizations, and other governmental and non-governmental stakeholders, developed the FY 2022 Implementation Plan, which outlines six strategic goal areas for funding projects:

1. Enhancing plant pest/disease analysis and survey;
2. Targeting domestic inspection activities at vulnerable points in the safeguarding continuum;
3. Enhancing and strengthening pest identification and technology;
4. Safeguarding nursery production;
5. Conducting targeted outreach and education; and
6. Enhancing mitigation and rapid response capabilities.

The open period for submitting suggestions for Plant Pest and Disease Management and Disaster Prevention Program funding will be seven weeks, from June 7 through July 23, 2021. Visit [www.aphis.usda.gov/ppa-projects](http://www.aphis.usda.gov/ppa-projects) to get resources and guidance, including the FY 2022 Implementation Plan, templates, help session webinar schedule, frequently asked questions, and more.

The FY 2022 Implementation Plan also describes priorities for projects supporting PPA 7721's National Clean Plant Network (NCPN). The NCPN establishes a network of clean plant centers for diagnostic and pathogen elimination services to produce clean propagative plant material and maintain blocks of pathogen-tested plant material in sites throughout the United States. NCPN program priorities include:

1. Promoting the introduction, diagnosis, treatment, establishment and release of clean plant materials for commercial development;
2. Conducting methods development to test and advance therapies designed to ensure plant material is healthy and clean;
3. Developing partnerships with university extension offices, state departments of agriculture, and other entities to interact with commercial nurseries, industry associations and producers; and
4. Developing and implementing best practices and quality control protocols for growing high quality propagative plant material.

The open period to apply for NCPN program funding will last for 12 weeks from June 7 through August 27, 2021. Funding is available for land-grant universities, non-land-grant colleges of agriculture, State agricultural experiment stations, State and Federal agencies, and non-governmental organizations. Proposals focused on specialty crops have funding priority. Visit [www.aphis.usda.gov/ppa-projects](http://www.aphis.usda.gov/ppa-projects) to learn more about the NCPN program.

To receive email updates, subscribe to the Plant Protection Act 7721 topic in the [APHIS Stakeholder Registry](#).

## Job Announcements

### Technical Aide

Job # 713400

<https://careers.msu.edu/cw/en-us/job/506921/technical-aide>

### Professional Aide

Job # 713836

Program Coordinator: Biochar Extension and Outreach

<https://careers.msu.edu/en-us/job/506930/professional-aide>

Additional information attached to this newsletter

### Assistant Professor - Tenure System

Job # 706037

The Department of Plant, Soil and Microbial Sciences invites applications for a 9-month academic year, tenure-track Assistant Professor, in Soil Science with experience and special emphasis in soil genesis and classification.

<https://careers.msu.edu/cw/en-us/job/506718/assistant-professortenure-system>

### 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

- All employees who have been working remotely should continue doing so until told otherwise by their supervisor.
- Fully vaccinated individuals (at least two weeks since your final dose of a COVID-19 vaccine) can enter indoor spaces on campus or property governed by MSU without a face mask, except when in a health care setting where patients may be present. Everyone coming to campus must fill out the [daily health screening form](#).
- Human Resources keeps [an updated FAQ website](#) for employees, including information about new [health screening requirements](#).
- Updated [MIOSHA guidelines for researchers](#) can be found here.
- With more students returning this fall, we expect that people who have student-, faculty- or public-facing roles will be returning to in-person positions in some capacity.
- A [guide has been created for supervisors and administrators](#) so they can access screening reports for employees in their units.
- For those administrative and academic functions that are deemed necessary to return to campus, [a template has been created](#) to help guide them through that process, along with a [decision-making guide](#).
- Expedited processes for requesting [temporary accommodations, flexible work arrangements](#) and [teaching adjustments](#) have been created.
- Information on building preparations, air circulation, cleaning protocols and other IPF building services can be found [here](#).

## Travel

### MSU Concur Kick-Start Reintroduction Webinar

If you missed the MSU Concur Kick-Start Reintroduction Webinar or if you want to view this training session again, please use the following URL:

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

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

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Watch for invitations to **upcoming Concur training webinars** designed specifically for MSU.

- July 20: Triplt & Travel + Office for Global Health, Safety and Security
  - August 3: Group and Guest
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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>

- [Getting Started](#)
- [Concur Mobile](#)
- [My Travel Network, Triplt Pro](#)
- [Travel Bookings](#)
- [Connections](#)
- [Request](#)
- [Delegates](#)
- [Approvals](#)
- [Expense Reports](#)
- [Receipts](#)

## MSU Academic Calendar

<b>Summer 2021</b>	<b>Full Session</b>
July 2	Middle of Semester
July 5	Holiday - University Closed
August 19	Classes End
Last Class Day	Final Exams
<b>Summer 2021</b>	<b>Session One</b>
July 1	Classes End
Last Class Day	Final Exams
<b>Summer 2021</b>	<b>Session Two</b>
July 6	Classes Begin
July 28	Middle of Semester
August 19	Classes End
Last Class Day	Final Exams
<b>Fall 2021</b>	
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 July 16<sup>th</sup> pay date (for time worked from June 20-July 3) your time is due by 5 PM on Tuesday, July 6<sup>th</sup>.
- For the July 30<sup>th</sup> pay date (for time worked from July 4-17) your time is due by 5 PM on Tuesday, July 20<sup>th</sup>.
- For the August 13<sup>th</sup> pay date (for time worked from July 18-31) your time is due by 5 PM on Tuesday, August 3<sup>rd</sup>.

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

June 28      July 12, 19, 26      August 2, 9, 16, 23, 30

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

Meeting ID: 985 4966 6083

Passcode: 001550

### PSM Office Contact Information / Hours

<b>AnnMarie Guldner</b>	<a href="mailto:guldner1@msu.edu">guldner1@msu.edu</a>	Monday-Friday	7 AM-3 PM
<b>Brian Horgan</b>	<a href="mailto:horganb@msu.edu">horganb@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
<b>Christiina Donley</b>	<a href="mailto:tymoszew@msu.edu">tymoszew@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
<b>Dominic Colosimo</b>	<a href="mailto:colosi14@msu.edu">colosi14@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
<b>Emily Williams</b>	<a href="mailto:emilywil@msu.edu">emilywil@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
<b>Gina Centeno</b>	<a href="mailto:centeno@msu.edu">centeno@msu.edu</a>	Monday-Friday	8:15 AM-2:45 PM
<b>Hannah O'Mara</b>	<a href="mailto:omarahan@msu.edu">omarahan@msu.edu</a>	Monday-Friday	8 AM-12 PM & 1-5 PM
<b>Lee Duynslager</b>	<a href="mailto:duynslag@msu.edu">duynslag@msu.edu</a>	Monday-Friday	8 AM-12:30 PM & 1-4:30 PM
<b>Lisa Bowen</b>	<a href="mailto:bowenli1@msu.edu">bowenli1@msu.edu</a>	Monday-Friday	8 AM-4 PM
<b>Mackenzie Graham</b>	<a href="mailto:graham2@msu.edu">graham2@msu.edu</a>	Monday-Friday	8 AM-12 PM & 12:30-4:30 PM

### Newsletter Submissions

Send newsletter submissions to AnnMarie Guldner at [guldner1@msu.edu](mailto:guldner1@msu.edu)  
Deadline: Thursdays by 10:00 AM