

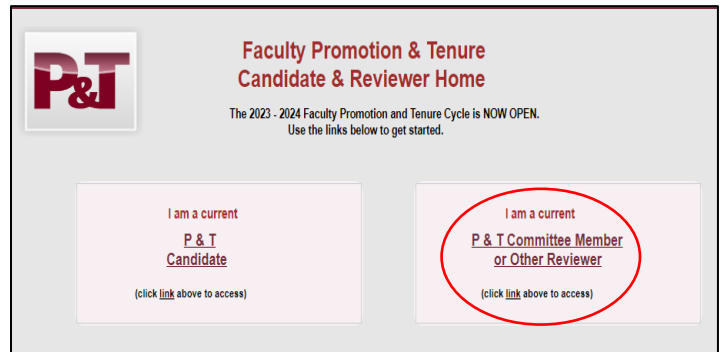


Reviewer Promotion and Tenure Quick Guide 2026-2027



1. How do I find my eBinders to review?

- You will receive an automatic email each time an eBinder is submitted for your review. You may click on the link in the email or follow one of the steps below.
- Go to <https://www.my.fsu.edu> and log in.
 - Click **"Quicklinks"** at the top right of the page. Then click on **"Human Resources"** in the **"Category"** section. Then click on **"Promotion and Tenure Home."**
- Click on **"I am a current P&T Committee Member or Other Reviewer."** This will take you directly to your list of eBinders to review.



Name	Category	Job Title	Department	Department	College	eBinder Status
1 Almaraz-Calderon, Sergio Jesus	Tenure & Promo to Assoc Prof	Asst Professor	9 Mo SAL	084000	Physics	COLLEGE OF ARTS & SCIENCES
2 Collins, David C.	Tenure & Promo to Assoc Prof	Asst Professor	9 Mo SAL	084000	Physics	COLLEGE OF ARTS & SCIENCES
3 Gao, Hanwei	Tenure & Promo to Assoc Prof	Asst Professor	9 Mo SAL	084000	Physics	COLLEGE OF ARTS & SCIENCES
4 Hsiao, Yi Chi Eric	Tenure & Promo to Assoc Prof	Asst Professor	9 Mo SAL	084000	Physics	COLLEGE OF ARTS & SCIENCES
5 Hufenberger, Kevin Michael	Tenure & Promo to Assoc Prof	Asst Professor	9 Mo SAL	084000	Physics	COLLEGE OF ARTS & SCIENCES
6 Kolberg, Ted	Tenure & Promo to Assoc Prof	Asst Professor	9 Mo SAL	084000	Physics	COLLEGE OF ARTS & SCIENCES

2. How do I review my eBinders?

- Department/School committee and tenured faculty (in colleges with departments/schools) reviewers will see only the eBinders for their department that are ready to be reviewed.
- College committee and tenured faculty (in colleges without departments) reviewers will see all the eBinders for the entire college. College committee reviewers will be able to filter the list by using the department search feature above.
- Clicking on the name of the candidate in the first column will take you directly to the eBinder page.
- Clicking on the **"View All"** button will prepare a PDF of the entire eBinder with bookmarks to each section.
- Note: Be sure to turn off your pop-up blocker in your web browser.
- Further instructions about making sure you can see the bookmarks in the PDF file are on the Office of Faculty Development and Advancement website at <http://fda.fsu.edu/faculty-development/promotion-and-tenure>.

Dean Review

Template Name: PT1- Colleges of Arts and Sciences PT Year: 2017

Job Title: 90039S Asst Professor 9 Mo SAL Tenure Department: 084000-PHYSICS

College Name: COLLEGE OF ARTS & SCIENCES Document ID: 147

Candidate for: ☒ Promotion ☒ Tenure [View P & T Memo](#)

Years in Rank: 5

Accrued Service: 3

Click on the "View All" button to open and review the entire eBinder in a PDF format, or expand a section below and click the "View Section" button to review just the documents within that section. Use the bookmarks to navigate to a specific document. IMPORTANT: PRINTING OR DOWNLOADING ANY EBINDER CONTENTS FOR RETENTION OUTSIDE THE SYSTEM IS PROHIBITED, UNLESS EXPRESSLY AUTHORIZED.

Expand All Collapse All [View All](#)

- ▶ Section 1 - Summary Cover Sheets
- ▶ Section 2 - General Information
- ▶ Section 3 - Evidence Of Achievement
- ▶ Section 4 - Evaluative Materials
- ▶ Section 5 - Late Additions

[Return to Search](#)

3. How do I vote?

- Each committee will continue to meet face-to-face and vote in accordance with department or college bylaws.

Have questions or need help? Please contact your department/school or college staff delegate.