Term Faculty Advancement

Consult the ISU Faculty handbook (Section 3.3.2.3) to confirm eligibility for advancement (based on current time at rank).

Consult the CVM and your departmental governance documents to align your accomplishments with advancement.

Term faculty advancement resources on the Faculty Advancement and Review website hosted by the Provost's Office

College specific resources on the CVM Advancement website.

For teaching evaluations contact Melody Gustafson in the Office of Curricular Assessment and Teaching Support (melodyg@iastate.edu).

The advancement review process starts at the department level and is described in the department governance document. Information about advancement eligibility, criteria, process, and deadlines is available in the department.

Once candidate advancement materials are submitted, a peer review by department faculty will take place and a vote recorded. In some departments, there is a review committee that votes, in other departments all eligible faculty vote. These details are clarified in the department governance document. The department chair also reviews and votes on advancement before forwarding to the college dean for review and recommendation. The dean then forwards the dossier and all votes to the Senior Vice President and Provost for a final decision. The Senior Vice President and Provost will notify candidates of the final decision on advancement by **May 1**.

Best practices for successful preparation and review of term faculty advancement cases

Elements to Prepare (see CVM Advancement website for template)
Cover Sheet
Quantitative Summary of Productivity
All Position Responsibility Statements
Updated curriculum vitae
Narrative summary of candidate accomplishments during the review period. Limit 10 pages.
Optional appendix. Separate document. (this remains at college level)

Exemplary Term Faculty Portfolios

The Office of the Senior Vice President and Provost makes a selection of exemplary Term Faculty portfolios available for faculty review throughout the year. These portfolios are available via CyBox. If you are interested in reviewing these portfolios, please read the guidelines and contact Mel Lee at mklee@iastate.edu or Megan Peterson at meganmp@iastate.edu, or call 515-294-9591.