

**Guidelines for Viewing Exemplary Term Faculty Advancement
Portfolios Online**
Office of the Senior Vice President and Provost
Updated November 2020

The Office of the Senior Vice President and Provost makes a selection of exemplary Term Faculty Advancement portfolios available for faculty review throughout the year. These portfolios offer good examples of the variety of ways in which faculty summarize and present their work and scholarly impact as part of their advancement case. These portfolios are available for faculty review via CyBox.

Please note that portfolios are confidential materials that are made available to you with the permission of their authors. You will not be allowed to share, download, or print materials. We respectfully ask you to refrain from copying or taking screenshots of the materials *in any way, for any reason*.

You can access the CyBox folder for two hours. You may review portfolios from any department or college. At the end of the two-hour period, a Provost Office staff member will remove your access. If you run out of time, you can set-up a new time to view the materials. Access can only be given during business hours.

If you are interested in reviewing portfolios please contact Mel Lee at mklee@iastate.edu or Megan Peterson at meganmp@iastate.edu. Indicate your desired date and time to review the confidential portfolios and confirm your academic department and college. You may also call the main office at 515-294-9591.