APPENDIX

	Appendix 1 PRE-INTERVIEW PREPARATORY BRIEFING PROTOCOL		
Title:	**Academic managers' perceptions of critical self-evaluation reports in qualityenhancement**		
Date:	19.01.21	19.01.21	19.01.21
Interviewer:	Author	Author	Author
Participant:	Participant one	Participant two	Participant three
Time:	09:00-10:04	10:30-12:15	12:20–13:30
Place:	MSTeams	MSTeams	MSTeams
1.0	Welcome and thanks		
2.0	Introduce Lancashire University		
3.0	Introduce the interviewer		
4.0	Confirm anonymity and confidentiality		
5.0	Confirm participants do not have to answer any questions if they do not wish to.		
6.0	Thanks for completing the consent form		
7.0	Confirm the interview will be recorded and a transcript provided for participants agreement		
8.0	Any questions before we start? All the interviewer's questions are designed to be open questions, non-bias and non-leading.		

	Appendix 2 INTERVIEW QUESTIONS ALIGNED TO THE RESEARCH QUESTIONS AND LITERATURE REVIEW	
Qs linked to RQs	**Interview Questions**	**Link to themes arising from the literature**
Part One: Introductory questions to put participants at ease		
RQ1 What do participants perceive to be the value of the newly introduced critical self- evaluation reports?		
1	Which Program are you the Director for?	
	What is a CSER ?	
2	- can you give an example of ad-hoc/ non- academic CSERs	
3	Why have CSERs been introduced?	Archer 2007
4	Why is it necessary/ helpful to complete the CSER?	Archer 2007
5	Briefly outline your experience of using the CSER	
6	When did you first engage with the CSER process?	
7	How long have you personally been using the CSER?	
8	What was the process through which the CSER was developed?	Trowler et al (2020)
9	What was your role in developing and implementing the strategy enacting CSERs?	Trowler et al (2020)
10	How much time does completing the CSER process take?	Watts et. al 2019
11	What function does the CSER serve for you?	Van Leeuwen 2019
Part Two: In-depth questions linked to RQs		
RQ2 What different reflective practice categories can be identified from the participants 'responses?		
RQ3 How well can participants 'reflections be understood through careful analysis of reflective practice models available in the literature?		
12	What are your general thoughts /perceptions about the CSER	Van Leeuwen 2019
13	Can you outline the process/steps for completing your CSER?	
14	How useful is the CSER in improving your practices overtime? (Reflection-on-action)	Schon (Reflection-on-action)
	When do you complete the CSER?	

	Why?	
15	In what way has the CSER process supported you to develop skills of reviewing your practices?	Schon (Reflective / reflection)
16	In what way has the CSER process supported you to develop skills of reviewing your practices?	Schon (Reflective / reflection)
17	How important /much have other people contribute to the CSER?	(Archer communicative reflexivity)
18	To what degree are you able to complete the CSER and action points on your own independently without consulting other?	(Archer Autonomous reflexives)
19	What are the enablers that support you to complete the CSER successfully ?	(Pham 2018)
	What are the success factors in implementing the CSERs	(Trowler)
20	Are there any barriers/ challenges inhibiting your team or yourself from successfully completing the CSER	(Archer-Fractured Reflexivity) (Pham 2018)
	How have barriers to completing the CSER been overcome?	Trowler et.al (2020)
21	In what way/ how have your practices changes as a result of enacting/using the CSER?	Archer 2007
	Can you tell me about how you address the self- critical /critical self-evaluation component?	Trowler et.al (2020) reflection classification schema
22	How effectively do the CSERs embrace a _Critical_ _evaluation_ of /course program performance?	Trowler et.al (2020) reflection classification schema
	To what degree are the CSERs descriptive?	(Primarily Reflective)/ descriptive)
	How well have you overcome this?	
23	How effective are your CSERs in identifying problems/ Areas for improvement	Trowler et.al (2020) reflection classification schema (Primarily problem-solving focus)
24	How useful are the CSERs in focusing on solving problem?	Trowler et.al (2020) reflection classification schema (Primarily problem-solving focus)
25	Has your understanding of how you as an individual and your team team changed since enacting CSERs?	Trowler et.al (2020)
26	How well do the CSERs serve you in identifying short-term fixes and/or sustainable long term solutions?	Trowler et.al (2020) (quick-fix/ Rumination selfie)
27	In what way/ how has your practice changes as a result of enacting the CSER?	Archer 2007
28	How important /much have other people contributed to the CSER?	Archer 2007 (communicative reflexivity)
29	To what degree are you able to complete the CSER and action points on your own independently?	Archer 2007 (Autonomous reflexives)
30	How satisfied are you with the outcome/result of the completed CSER?	Archer 2007 (Meta reflexives)
Part Three Clarifications and link to theory		

RQ4 What are the implications of the responses to RQ1 and RQ2 for enhancing the usefulness of the reflective aspects of the CSER tool?		
31	How has using the CSER process enhanced your program	Pham 2018
32	Which aspects of the CAA Standards (the regulator) did the program improve during the CSER process?	Pham 2018
	Do these align with CAA standards numbers?	
	Governance and management	
	Quality assurance	
	Educational programs	
	Research and scholarly activities	
	Faculty and professional staff	
	Students	
	Health, safety and environment	
	Learning Resource Centre	
	Fiscal Resources, Financial management and budgeting	
	Legal compliance and public disclosure 11 Community engagement	
33	What problem-solving insights arising from using CSER that have contributed to successful quality enhancement in ASDM?	Pham 2018
34	Which, if any, aspect/s of CSER development do you still need to work on, and do you feel you are on track to utilse CSERs as you would like?	Trowler et.al (2020)
35	What aspects might we be missing from your CSER components?	Schmutz & Walter, 2018
36	What are our next steps?	Schmutz & Walter, 2018
Part Four: Concluding questions		
37	What benefits does the CSER approach provide to enhancing the quality of your program?	Trowler et.al (2020)
38	Overall, How satisfied are you with the outcome/result of the completed CSER?	(Archer Meta reflexives)
39	What is your overall opinion of the CSER as an enhancement tool?	Van Leeuwen (2019)
40	Can you summarise the situation on CSERs?	Schmutz & Walter, 2018
41	Are there any other comments you would like to make?	
	Seek clarifications	
Part Five: Demographic profile information		
42	Nationality?	
43	Gender?	
44	PhD year?	
45	Number of years in education?	
46	Number of years as a program director?	