**Accreditation 2015 Self Evaluation: Interview Template**

***Suggestions***

* Email the person ahead of time, using “Accreditation” at the beginning of the title.
* Send this form with the Standard information and questions ahead of time.
* If possible, arrange for a face-to-face meeting.

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| Standard and Section: | Committee Member Name: |
| Interviewee: | SRJC Position: |
| Email: | Phone: |
| Standard: *(copy and paste)* |
| As a member of this Standard Committee for the Accreditation 2015, I’m researching how SRJC meets this standard. You were recommended as a person who would have some information and experience related to this standard.  |
| Question 1. *(Option: To what degree do you think we meet the standard in your area?)* |
| Question 2. (*Option: Could you give some examples?)* |
| Question 3. What would act as evidence to support your assessment? *(Examples: minutes from meetings; website information; records of communication; PRPP; policy or policy change; etc.)* |
| Question 4. *(Option: What else can you tell me, or is there someone else that would be a good source of information?)* |
| Question 5, etc. |
| If you think of anything else related to this Standard, please contact me. Thank you for your time, etc. |