

Create Date:23/11/2007 8:19:45a.m.

Sender:"Lesley Edgeley-Page" <LesleyE.NZQAWPO.NZQADOM>

Sent_To:Principal1 <xxxxxxxxxx@xxxxxxxx.xx.xx.xxxx.NZQADOM>

Sent_CC:

Sent_BC:

Subject:RE: Degree Application from Wellpark

Released under the Official Information Act 1982



Thank you for your email. I am out of the office until 2 December.
If you need assistance from a Course Approvals Advisor, please email couxxxxxxxxxxxx@xxxx.xxxx.xx and another advisor will be able to help you.

Many thanks

Lesley Edgeley-Page
Advisor - Course Approvals and Accreditation
Approvals, Accreditation and Audit
New Zealand Qualifications Authority

>>> "xxxxxxxxxx@xxxxxxxx.xx.xx" 11/23/07 08:19 >>>

Dear Lesley

The package has been couriered. My apologies - it got addressed to you rather than Renee. Hope you have received it.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)
Principal
Wellpark College of Natural Therapies
Po Box 78-229
Grey Lynn
Auckland 1002
New Zealand
Ph. 64 9 3600560 Fax 64 9 3764300

-----Original Message-----

From: Lesley Edgeley-Page [mailto:xxxxxxxxxxxxxxxx@xxxx.xxxx.xx]
Sent: Tuesday, 20 November 2007 3:53 p.m.
To: Phillip1
Subject: Re: Degree Application from Wellpark

Dear Phillip

You must have been waiting for this moment - and I look forward to relieving you of this new submission.

I will be away for the last week of November, but I have asked my colleagues to look out for it. Admin can then log it in so that I can start working on it as soon as I get back. Address the package to Renee Wain in Course Approvals and Accreditation, NZQA and she will notify you that it has arrived.

Just send those last details as soon as you have them ready.

Kind regards

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 20/11/2007 2:54 p.m. >>>

Dear Lesley,

I will be printing and binding two copies of the full application & appendices to be sent to you by Thursday at the latest. There is some information that is not yet complete, such as updated letters of support from the two naturopathic associations, and the finalised MOU with Unitec, but these will be sent as soon as possible and available to the panel whenever they meet.

Released under the Official Information Act 1982



Thanking you.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

This email may contain legally privileged information and is intended only for the addressee. It is not necessarily the official view or communication of the New Zealand Qualifications Authority. If you are not the intended recipient you must not use, disclose, copy or distribute this email or information in it. If you have received this email in error, please contact the sender immediately. NZQA does not accept any liability for changes made to this email or attachments after sending by NZQA.

All emails have been scanned for viruses and content by Mani Marshal. NZQA reserves the right to monitor all email communications through its network.

Released under the Official Information Act 1982



Create Date:3/12/2007 10:10:32a.m.

Sender:"Lesley Edgeley-Page" <LesleyE.NZQAPO.NZQADMN>

Sent_To:Principal1 <xxxxxxxxxx@xxxxxxxx.xx.xx.xxxx.NZQADOM>

Sent_CC:

Sent_BC:

Subject:Re: Alteration to Application

Good morning Phillip

I have just returned from a week's leave and am trying to catch up now. Your "blunder" is easy enough to do and I will rectify it immediately with the new title pages. No problem. I'll no doubt be back to you soon.

Cheers

Lesley

Lesley Edgeley-Page
Advisor- Course Approvals & Accreditation
Quality Assurance Division
New Zealand Qualifications Authority

125 The Terrace
PO Box 160, Wellington, 6015, New Zealand

Telephone: 04 463 3188
Fax: 04 382 6895

Email: xxxxxx.xxxxxxxxxxxxxx@xxxx.xxxx.xx

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 23/11/2007 2:45 p.m. >>>

Hi Lesley,

I have made a fundamental blunder in the application. The Appendices title page still has Bachelor of Naturopathy and Herbal Medicine Appendices. Please find attached the correct title page, which you can print for the two copies you have. They are ring binders, so easy to replace the page. My apologies for this. When you work so long on something, sometimes these little things escape notice.

Thanks.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

Create Date:3/12/2007 11:34:51a.m.

Sender:"Lesley Edgeley-Page" <LesleyE.NZQAPO.NZQADMN>

Sent_To:Principal1 <xxxxxxxxxx@xxxxxxxx.xx.xx.xxxx.NZQADOM>

Sent_CC:

Sent_BC:

Subject:Re: Wellpark Degree & Unitec

Released under the Official Information Act 1982



Dear Phillip

Thank you for your email. I'm pleased to note that you are going into this arrangement very thoroughly. It sounds alright with this little bit of information, but the panel will obviously have to make its decision on that. Can I suggest that you have it all very clearly documented in a Memorandum of Understanding or a contract or whatever so that that aspect of the programme cannot be jeopardised in any way.

It is certainly a good opportunity to collaborate and provide future pathways for you students.

Implementation is clearly your call if and when the programme is approved. At this stage the evaluation of your resubmission will be early in the new year anyway.

I hope that that helps.

Kind regards

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 30/11/2007 9:51 a.m. >>>

Dear Lesley,

It looks like we can come to an agreement with Unitec re Wellpark Students doing their three courses and crediting them towards our degree. Initially we thought that this would have to be a subcontracting arrangement, but I have been assured by them that the students will be able to enroll in just those three courses and receive a certificate of proficiency. This means that we would credit that towards our Bachelor programme. Do you envisage any problems with such an arrangement? It is a good opportunity to collaborate and also offer students pathways into further education, such as Graduate and post-graduate diplomas and Masters programmes through their health science school. If this is a satisfactory arrangement, I will draw up a simple agreement to forward to them for ratification, and alter our application document accordingly. Because of the time delay, I will also revise the programme implementation timetable to start in 2009, as we will need more time to prepare the programme to the quality level that we would wish.

Thanking you.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

Released under the Official Information Act 1982

Create Date:15/01/2008 3:27:17p.m.

Sender:"Lesley Edgeley-Page" <LesleyE.NZQAPO.NZQADMN>

Sent_To:Principal1 <xxxxxxxxxx@xxxxxxxx.xx.xx.GWIA7.NZQADMN>

Sent_CC:

Sent_BC:

Subject:Re: Degree update

Dear Philip

Happy New Year to you too and I hope that you had an enjoyable break.

Thank you for your re-submission. I must admit that I was not aware that it had come in, but it had been carefully put aside for my return yesterday, from my holiday break.

I have it now, and will be underway with it in a day or two. Candis is away but I am talking to her next Tuesday and so will include your application in the discussions. I'll keep you posted.

Kind regards

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 15/01/2008 9:05 a.m. >>>

Dear Lesley,

Happy New Year to you. Just wondering how things are progressing with our revised application. Are you able to give us an indication of when the panel would be convening, etc. WE really need to be able to ensure that our calendar accommodates an event like this.

Thanking you.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

Released under the Official Information Act 1982

Create Date:4/02/2008 12:59:42p.m.

Sender:"Lesley Edgeley-Page" <LesleyE.NZQAPO.NZQADMN>

Sent_To:Principal1 <xxxxxxxxxx@xxxxxxxx.xx.xx.GWIA7.NZQADMN>

Sent_CC:

Sent_BC:

Subject:Re: Wellpark Degree

Dear Phillip

Yes, I have talked to Candice and we are working on dates - with some difficulty. I'll keep you posted.

Kind regards

Lesley

Lesley Edgeley-Page
Advisor- Course Approvals & Accreditation
Quality Assurance Division
New Zealand Qualifications Authority

125 The Terrace
PO Box 160, Wellington, 6015, New Zealand

Telephone: 04 463 3188
Fax: 04 382 6895

Email: xxxxxx.xxxxxxxxxxxxx@xxxx.xxxx.xx

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 30/01/2008 9:44 a.m. >>>

Dear Lesley,

I assume that you have had a chance to discuss this with Candice. If it possible to have some dates as to when we will be able to proceed with the next step? That would be most helpful in our planning.

Thank you very much.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

Released under the Official Information Act 1982

Create Date:20/03/2008 11:08:36a.m.

Sender:"Lesley Edgeley-Page" <xxxxxx.xxxxxxxxxxxxx@xxxx.xxxx.xx>

Sent_To:Principal1 <xxxxxxxxx@xxxxxxxx.xx.xx>

Sent_CC:

Sent_BC:

Subject:RE: Panel meeting

Released under the Official Information Act 1982



Hi Phillip

Thanks for your email. Glad to hear about the library. Don't send the documents out just yet. I need to make sure that everyone is available and worry about what to do if not! (I think that the fellow from Unitec Ben(?) has left the country for example, so it would be a waste to send them there). Have the revised document ready though and I'll let you know as soon as I know.

Cheers

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 13/03/2008 9:03 p.m. >>>
Hi Lesley

Thank you for this. I attempted to contact you, but as I hadn't heard from you, I was a bit concerned. I appreciate the anticipated progress you mention. My concern is, and has always been, that we won't have enough time to plan if we get the approval too late. As you know, we would like to commence in 2009 and this will take at least nine months of solid planning. This is the reason I have been concerned and wishing to move the process along. I appreciate that you will have been busy, but I do believe that the approval process should be a facilitated in a timely manner, as providers have issues that relate to timeframes. However, in saying this, I appreciate all the work you have done on behalf of the degree, which will be a groundbreaking one for New Zealand as well as the College.

We have opened our new library (as per the plan supplied in the application, except we have seven computers at present) and are working on an acquisition schedule that should see it support the degree programme and other College programmes well into the future. This has created an office space for the naturopathic faculty. This should be well into operation by the time the panel comes.

Once again, thank you for your assurance that the process should happen quickly. Should we send out copies of the revised application to panel participants now? If the panel needs longer than a day that would be all right, provided the participants are able to do this.

Thanking you, once again.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)
Principal
Wellpark College of Natural Therapies
Po Box 78-229
Grey Lynn
Auckland 1002
New Zealand
Ph. 64 9 3600560 Fax 64 9 3764307

-----Original Message-----

From: Lesley Edgeley-Page [mailto:xxxxxxxxxxxxxxxx@xxxx.xx.xx]
Sent: Thursday, 13 March 2008 5:20 p.m.
To: Principal1
Cc: Kilian O'Callaghan
Subject: Panel meeting

13 March 2008

Dear Phillip

Kilian tells me that you have been in touch with him about the progress with your panel. It is easier if you come directly to me.

As I told you on the telephone on 28 February, I had sent the documents

to Candice to aid in a decision about the nature of the process. I have since heard back from Candice, who is doubtful that we can manage it in one day. I need to reconsider that. Unfortunately I am away for half the week, next week on another degree and away for the week after Easter on yet another degree. However in between times I shall contact the panel and check their availability (probably Tuesday).

It is underway, I'm still looking at mid April or after 25 April when you get back. It will probably all happen quickly.

Don't worry, I'll keep you posted.

Kind regards

Lesley

This email may contain legally privileged information and is intended only for the addressee. It is not necessarily the official view or communication of the New Zealand Qualifications Authority. If you are not the intended recipient you must not use, disclose, copy or distribute this email or information in it. If you have received this email in error, please contact the sender immediately. NZQA does not accept any liability for changes made to this email or attachments after sending by NZQA.

All emails have been scanned for viruses and content by MailMarshal. NZQA reserves the right to monitor all email communications through its network.

Released under the Official Information Act 1982



Create Date:1/04/2008 1:21:51p.m.

Sender:"Lesley Edgeley-Page" <xxxxxx.xxxxxxxxxxxxx@xxxx.xxxx.xx>

Sent_To:"Dr Vijay Srinivasamurthy" <xxxxxxxx@xxxxxxxx.xx.xx>

Sent_CC:

Sent_BC:

Subject:Wellpark's Bachelor of Naturopathy. New meeting

1 April 2008

Dear Vijay

You will recall that we met on 23 - 25 August 2006 to consider Wellpark College of Natural Therapies' proposed Bachelor of Naturopathy (and Herbal Medicine). You will also no doubt remember that we set five requirements for Wellpark to meet before their degree proposal could be considered for final approval and accreditation. These requirements were significant, but Wellpark has worked on them for the past 16 months or so and has recently resubmitted new material aimed at meeting the requirements.

We therefore need to reconvene the panel. The chairperson, Candis Craven, and I have discussed the process for evaluating the new material and consider that we will need to meet for one and a half days.

At this stage, I would like to find out if you are still available and if so, whether you would be available for the following dates:

afternoon of 21 April and 22 April or
afternoon of 22 April and 23 April or
afternoon of 23 April and 24 April or
afternoon of 29 April and 30 April 2008

Please respond in regard to each of the dates. As you will recall it is very difficult to bring panels together so I would be grateful if you could move appointments where at all possible so that we can find a common date.

I hope that you are all well and I look forward to working with you again.

Kind regards

Lesley

Lesley Edgeley-Page
Advisor- Course Approvals & Accreditation
Quality Assurance Division
New Zealand Qualifications Authority

125 The Terrace
PO Box 160, Wellington, 6015, New Zealand

Telephone: 04 463 3188
Fax: 04 382 6895

Email: xxxxxx.xxxxxxxxxxxxx@xxxx.xxxx.xx

Released under the Official Information Act 1982

Create Date:1/04/2008 1:27:36p.m.

Sender:"Lesley Edgeley-Page" <xxxxxx.xxxxxxxxxxxx@xxxx.xxxx.xx>

Sent_To:Principal1 <xxxxxxxxxx@xxxxxxxx.xx.xx>

Sent_CC:

Sent_BC:

Subject:Re: Degree Update

Hi Phillip

Sorry I've taken a little while to answer your email but I've been in Auckland on another degree panel.

I have sent a message to the panel asking about their availability and suggesting dates in the last two weeks of April. Would that be ok for you? I have sent it to Vijay as your original rep. I presume that he is still with you.

Kind regards

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 28/03/2008 1:56 p.m. >>>

Hi Lesley,

Any update on progress? We are more than ready to go this end.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

Released under the Official Information Act 1982

Create Date:3/04/2008 3:58:42p.m.

Sender:"Lesley Edgeley-Page" <xxxxxx.xxxxxxxxxxxxx@xxxx.xxxx.xx>

Sent_To:Principal1 <xxxxxxxxx@xxxxxxxx.xx.xx>

Sent_CC:

Sent_BC:

Subject:RE: Degree Update

Released under the Official Information Act 1982



Hi Phillip

I've just realised that you're back on 25 April. Is that still the case? I appreciate that you might need a little gap.

And thanks for the confirmation about Vijay.

Cheers,

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 2/04/2008 9:58 a.m. >>>

Hi Lesley

Thanks for this, This is good news. The beginning of May would be better for me, as I am in Fiji for 10 days on medical camps at the end of April

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764397

-----Original Message-----

From: Lesley Edgeley-Page [mailto:xxxxxxxxxxxxxxxx@xxxx.xxxx.xx]

Sent: Tuesday, 1 April 2008 1:28 p.m.

To: Principal1

Subject: Re: Degree Update

Hi Phillip

Sorry I've taken a little while to answer your email but I've been in Auckland on another degree panel.

I have sent a message to the panel asking about their availability and suggesting dates in the last two weeks of April. Would that be ok for you? I have sent it to Vijay as your original rep. I presume that he is still with you.

Kind regards

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 28/03/2008 1:56 p.m. >>>

Hi Lesley,

Any update on progress? We are more than ready to go this end.

Phillip Cottingham ND BHSc. Grad.Dip. (Herbal Medicine)

Principal

Wellpark College of Natural Therapies

Po Box 78-229

Released under the Official Information Act 1982

Grey Lynn

Auckland 1002

New Zealand

Ph. 64 9 3600560 Fax 64 9 3764307

This email may contain legally privileged information and is intended only for the addressee. It is not necessarily the official view or communication of the New Zealand Qualifications Authority. If you are not the intended recipient you must not use, disclose, copy or distribute this email or information in it. If you have received this email in error, please contact the sender immediately. NZQA does not accept any liability for changes made to this email or attachments after sending by NZQA.

All emails have been scanned for viruses and content by MailMarshal. NZQA reserves the right to monitor all email communications through its network.

Released under the Official Information Act 1982



Create Date: 7/04/2008 3:24:20p.m.

Sender: "Lesley Edgeley-Page" <Lesley.Edgeley-Page@nzqa.govt.nz>

Sent_To

Sent_CC:

Sent_BC:

Subject: Next meeting date proposal

withheld under section 9(2)(a)

7 April 2008

Dear panel members

Unfortunately the first batch of dates presented as possible meeting dates for the Wellpark panel, were not convenient for a number of you. However, it was good to see that you were still all keen to be involved.

I hope that this next group is more acceptable. Please respond to every pairing. I would be extremely grateful if you could try to move other appointments to fit this in.

afternoon of 5 May and all 6 May
afternoon of 6 May and all of 7 May
afternoon of 7 May and all of 8 May
afternoon of 8 May and all of 9 May.

If the week above is absolutely hopeless, we will have to look at the following week so please give me an indication for that, but please do your best for the week above.

I look forward to your response.

Kind regards

Lesley

Lesley Edgeley-Page
Advisor- Course Approvals & Accreditation
Quality Assurance Division
New Zealand Qualifications Authority

125 The Terrace
PO Box 160, Wellington, 6015, New Zealand

Telephone: 04 463 3188
Fax: 04 382 6895

Email: lesley.edgeley-page@nzqa.govt.nz

Released under the Official Information Act 1982

Create Date:14/04/2008 3:09:10p.m.

Sender:"Lesley Edgeley-Page" <xxxxxx.xxxxxxxxxxxxx@xxxx.xxxx.xx>

Sent_To:Principal1 <xxxxxxxxx@xxxxxxxx.xx.xx>

Sent_CC:

Sent_BC:

Subject:RE: Meeting date

Released under the Official Information Act 1982



Hi Phillip

Sorry for taking a little while to get back to you, but I don't work on Fridays and today I was eventually successful in tracking down Teahou Luke, who now lives in Wellington. Simeon from Unitec is no longer in the country so we will have to do without him. Yes, you can send out the documents and I'm glad to hear that they are ready waiting. I suggest however that you wait until I get a revised panel list to you as some addresses etc have changed. That should be today or tomorrow.

I presume that we will meet at the College and that you will make arrangements for accommodation for those who need it. Things to think about.

I'll be back to you shortly.

Cheers

Lesley

>>> "Principal1" <xxxxxxxxxx@xxxxxxxx.xx.xx> 10/04/2008 5:18 p.m. >>>

Hi Lesley

Yes, that would suit. Thank you for this. Should we send out the documents? They are sitting waiting

Phillip Cottingham ND BHSc. Grad.Dip (Herbal Medicine)
Principal
Wellpark College of Natural Therapies
Po Box 78-229
Grey Lynn
Auckland 1002
New Zealand
Ph. 64 9 3600560 Fax 64 9 3764307

-----Original Message-----

From: Lesley Edgeley-Page [mailto:xxxxxxxxxxxxxxxx@xxxxxxxx.xx]

Sent: Thursday, 10 April 2008 3:09 p.m.

To: Principal1

Subject: Meeting date

10 April 2008

Dear Phillip

There have been several rounds trying to fix a date for the panel meeting and we seem to have finally agreed on one. Would the afternoon of 14 May and the whole of 15 May 2008 be suitable for you?

I do hope so and if so, we'll talk about what has to happen next.

I look forward to hearing back from you.

Kind regards

Lesley

Lesley Edgeley-Page
Advisor- Course Approvals & Accreditation
Quality Assurance Division
New Zealand Qualifications Authority

125 The Terrace
PO Box 160, Wellington, 6015, New Zealand

Telephone: 04 463 3188

Released under the Official Information Act 1982

DEGREE CLAIMS REGISTER

Panel Details – DEG-APPLIC

Withheld under section 9(2)(a)

Provider: Wellpark College of Natural Therapies

Analyst: Lesley Edgeley-Page

Project Title: A10388 DEG B. Naturopathy

Project ID: 840501

Name of Participant	Position Chairperson Panellist Provider rep Monitor	Postal Address	Email	Panel Pack Sent (date)	Contract Received (date)
Candis Craven	Chairperson	Independent Management Associates 63 Esplanade Road Mount Eden AUCKLAND	[REDACTED]		22/4/08
Vicki Mortimer	Panellist	School of Biomedical & Health Sciences University of Western Sydney Bld 24 Campbelltown Campus Locked Bag 1797 Penrith South DC, NSW 1797 AUSTRALIA	[REDACTED]		<i>Through Lesley – 14/07/08</i>
Hans Wohlmuth	Panellist	Head, Department of Natural & Complementary Medicine Southern Cross University PO Box 157 Lismore NSW 2480 AUSTRALIA	[REDACTED]		

Dr Vijay Srinivasamurthy	Provider rep	HOF Ayurvedic Medicine Wellpark College of Natural Therapies PO Box 78-229 Grey Lynn AUCKLAND	[REDACTED]		
Peggy Lowndes	Panellist	D301/15 Sel Peacock Drive Henderson AUCKLAND	[REDACTED]		21/4/08
Isla Burgess	Panellist	Director International College of Herbal Medicine 18B Sirrah Street Wainui GISBORNE	[REDACTED]		1/05/08
Teaohou Luke	Panellist	12 Cave Road Houghton Bay WELLINGTON	[REDACTED]		

Panel Pack

- DEGPPK *
 DEGNANL
 DEGGDLNS
 Degree Booklet
 IR330 *
 Provider application docs*

*Not the provider rep

Monitor Pack

- MONPACK
 IR330
 DEGAAC and DEGEXSUM *

*Not if the monitor was on the panel

Claims Register – DEG-APPLIC

Provider: Wellpark College of Natural Therapies

Analyst: Lesley Edgeley-Page

Project Title: A10388 DEG B. Naturopathy

Withheld under section 9(2)(a)

Project ID: 840501

Date of Visit: 14-15 May 2008

Name of Participant	Position Chairperson Panelist Monitor	NZQA travel Arranged (enter net amount)	Contract Fee (as per fee schedule)	Contract Expiry date (3 months from date of meeting)	Amount claimed	Date claimed
Candis Craven	Chairperson	\$				
Vicki Mortimer	Panellist	\$				
Hans Wohlmuth	Panellist	\$				
Peggy Lowndes	Panellist	\$				
Isla Burgess	Panellist	\$				
Teahou Luke	Panellist	\$				

E

CAA – DEGREE CONTRACT COVER SHEET

Provider Name: Wellpark College of Natural Therapies
Degree Title: A10388 DEG B. Naturopathy
Navision Number: A10388
Project Number: 840501

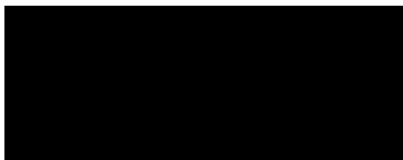
Type of Contract		
<input type="checkbox"/>	Panel Chair	<input type="checkbox"/> Monitor <input checked="" type="checkbox"/> Panellist

Contact Details of Contractor	
Name:	[Redacted] Withheld under section 9(2)(a)
Address:	[Redacted]
	[Redacted]

	Initial	Date
Is the title of degree correct?		
Is the contractor's name correct?		
Is the provider name correct?		
Is the term of contract correct?		

Manager sign off		
Each page is initialed and back page is signed and dated		

15 April 2008



Withheld under section 9(2)(a)

Dear 

Degree Approval and Accreditation Panel

Reference: 840501

Thank you for agreeing to undertake the role of panellist to consider the Wellpark College of Natural Therapies application for approval of the Bachelor of Naturopathy and accreditation to offer the programme.

The panel meeting will begin with the main meeting on 14-15 May 2008. An agenda plus the accommodation and confirmed venues for both the briefing and the main meeting will be sent to you shortly.

Enclosed please find:

- a contract for service (two copies)
- a declaration form for conflicts of interest
- a claim form (to be used by non-GST registered panellists only)
- an IR330 tax form (not required if you have previously been contracted by the New Zealand Qualifications Authority (NZQA))

Wellpark College of Natural Therapies will supply the provider documents to you

As you have received a contract from the previous panel meeting I have not included the Guidelines for the Role of Panel Members or the booklet entitled "Approval and Accreditation of Courses Leading to Degrees and Related Qualifications 2003". If you no longer have these documents please contact Renée Wain, telephone 04 463 3376, email renee.wain@nzqa.govt.nz.

Please note that the documentation relating to this application is confidential to NZQA and Wellpark College of Natural Therapies and must be returned to either organisation at the end of the process.

If you are not GST registered, please forward your IRD number when returning your signed contract to enable our finance section to process your payment correctly.

Please sign the enclosed contract, and complete and sign the declaration of conflicts of interest and the IR 330 form (if applicable) and return to:

Renée Wain
Course Approvals and Accreditation
Quality Assurance Division
New Zealand Qualifications Authority
P O Box 160
WELLINGTON 6140

Any queries should be directed to Lesley Edgeley-Page, telephone 04 463 3188, email lesley.edgeley-page@nzqa.govt.nz.

Yours sincerely

Renée Wain
Senior Operations Officer
Course Approvals and Accreditation
Quality Assurance Division

Released under the Official Information Act 1982

**DEGREE AND/OR TEACHER EDUCATION PROGRAMMES
PANELLIST CONTRACT**

DATE: 15 April 2008

**NAME OF PANELLIST:
(Contractor)**



Withheld under section 9(2)(a)

ADDRESS:



PHONE:

EMAIL:

TITLE OF SUBMISSION: Bachelor of Naturopathy

NAME OF APPLICANT: Wellpark College of Natural Therapies

**TERM OF CONTRACT
(‘Term’):** 15 April 2008 to 15 April 2009

New Zealand Qualifications Authority (‘NZQA’) a body corporate constituted under the Education Act 1989 requests [redacted] (‘Contractor’) to perform the Services specified in the Services Schedule (‘Services’) for the Term, subject to the following Conditions of Contract.

The Contractor agrees to perform the Services for the Term, subject to the following Conditions of Contract.

RETURN TO: New Zealand Qualifications Authority
P O Box 160
WELLINGTON 6140

Attention: Renée Wain

**DO NOT DETACH THIS FRONT PAGE
PLEASE SIGN EACH PAGE**

(and return one signed copy to NZQA)

CONDITIONS OF CONTRACT

1 THE SERVICES

- 1.1 Throughout the Term the Contractor will perform the Services to the satisfaction of NZQA, in NZQA's best interest and in accordance with any reasonable guidelines or directions of NZQA.
- 1.2 In performing the Services the Contractor will not do or permit any act or thing which may impair or reflect adversely upon NZQA's name or reputation.

2 FEES, PAYMENT AND EXPENSES

- 2.1 NZQA will pay the Contractor a fee in accordance with the fees Schedule ('Fees'), attached, for the performance of the Services.
- 2.2 Except as expressly provided in this Contract, the Contractor will be liable for all costs that the Contractor incurs in respect of the performance of this Contract.
- 2.3 Subject to any applicable law, NZQA is not, as an independent contracting party, responsible for the deduction of any income tax. Accident Compensation levies or for any similar or usual employer obligation, including but not limited to payment of holiday pay, sick pay or redundancy.
- 2.4 Unless the Contractor is registered for GST purposes or holds and has produced to NZQA a valid and current certificate of exemption in respect of withholding tax, payment of the Fee will be subject to the deduction of withholding tax according to law.

3 PROPERTY AND MATERIALS

- 3.1 All documentation and other property supplied by NZQA to the Contractor for the purposes of the Contractor performing the Services, will remain the property of NZQA and the Contractor will not do or allow anything to be done which might infringe any patent, trade mark, copyright or other intellectual property right that NZQA or any third party may have in that documentation or property.
- 3.2 Unless the Contractor has NZQA's prior written approval, the Contractor will not set or use any improvement or addition made to the Services or any documentation or other property supplied by NZQA to the Contractor.
- 3.3 The Contractor assigns to NZQA free of any additional fee or charge all such improvements or additions including all copyright and other intellectual property rights in respect of any improvement, addition, or other documentation or information (including but not limited to computer based information) that the Contractor creates in relation to the Services during the Term.

4 PERFORMANCE AND RECORDS

- 4.1 If NZQA believes the Contractor cannot meet the time frames specified by NZQA or the Contractor does not otherwise perform the Services to the satisfaction of NZQA, NZQA may, at any time, withdraw all or any part of Services and arrange for the Services to be performed by another person. In such circumstances, NZQA may deduct from the Fee, the amount that would have been payable had the Contractor completed the withdrawn Services.
- 4.2 The Contractor shall hold and maintain in a correct and updated state such documentation and reports, as may be required by NZQA from time to time in respect of the Services and all evaluations and visits conducted by the Contractor under this Contract, and on request will provide to NZQA a copy of such documentation, reports and any other information that NZQA may require.
- 4.3 The Contractor will not undertake any other work while this Contract is in force which in the opinion of NZQA may conflict with the Contractor's obligations under this Contract.

5 CONFIDENTIALITY

- 5.1 The Contractor will at all times during the Term and at all times thereafter protect and maintain from unauthorised disclosure all confidential information and take all necessary steps to keep such confidential information secure and protected from unauthorised disclosure to other parties, and for the purposes of this clause 'confidential information' includes the following:
- (a) all documentation, reports, books and records kept or maintained by the Contractor under this Contract and all other records, correspondence and documentation of every nature (however stored) obtained by the Contractor affecting or relating to the Services of NZQA's interest (whether in respect of this Contract or otherwise);
 - (b) all other information which might be reasonably expected to be of a confidential nature or which might be reasonably expected to be prejudicial or adverse to the interests of NZQA if disclosed;
 - (c) any information relating to this Contract, the Services and the Fee.
- 5.2 Clause 5.1 will not prevent the Contractor from disclosing confidential information in the following circumstances only:
- (a) information already in the public domain;
 - (b) to an expert whom the Contractor may consult for the purpose of enhancing the Contractor's ability to evaluate the application;
- provided the Contractor shall ensure that any person consulted under (b) complies with the obligation of confidentiality contained in this clause.

6 TRANSFER

- 6.1 The Contractor will not assign, sub-contract, transfer or otherwise dispose of the whole or any part of the Contractor's rights or obligations under this Contract.

7 TERMINATION OF THE CONTRACT

- 7.1 If the Contractor:

- (a) breaches any provision of this Contract;
- (b) does not, in NZQA's opinion, perform the Services in a careful, efficient, satisfactory and professional manner;
- (c) acts in any way which, in NZQA's opinion, is incompatible with the Contractor's continued performance of the Services;

NZQA (or any person authorised by NZQA) may terminate this Contract immediately by giving the Contractor written notice of termination.

- 7.2 Either party may terminate this Contract, without cause, at any time by giving the other party one month's prior notice in writing of termination.

- 7.3 Notice of termination must be delivered or posted in the case of:

- (a) NZQA, to the Chief Executive, New Zealand Qualifications Authority, 125 The Terrace, Box 160, Wellington 6140;
- (b) the Contractor, to the Contractor's address set out at the beginning of this Contract or to the Contractor's last known residential address.

- 7.4 Termination of this Contract (or the exercise of any other remedy) by NZQA, is without prejudice to the exercise by NZQA of any other remedy.

- 7.5 On termination by NZQA of this Contract the Contractor will not be entitled to any damages or compensation, other than payment of any fees that may be due to the Contractor up to the date of termination (less any deduction NZQA makes for any loss or damages incurred by NZQA for the Contractor's breach of this Contract).

- 7.6 On termination or expiry of this Contract, the Contractor will immediately return to NZQA all stationery, documentation, information (including but not limited to a hard copy of all computer based information) and other property of NZQA and any other property relating to the Services which is in the Contractor's possession or control.

8 ARBITRATION

- 8.1 If a dispute or difference arises between the parties in respect of any matter either party may refer the matter to an arbitrator to be agreed upon by the parties. Failing agreement on the arbitrator within 14 days of one party requesting appointment of an arbitrator pursuant to this clause, the appointment will be made by the President of the New Zealand Law Society. The arbitration will be subject to the provisions of the Arbitration Act 1996 and will be conducted in Wellington. The cost of any arbitration will be borne equally by the parties.

9 VARIATIONS

- 9.1 Any variation to or waiver of any provision of this Contract including, but not limited to, any extension or renewal of this Contract, will only be binding if it is agreed in writing.

10 SEVERANCE

- 10.1 If any one or more of the terms of this Contract should for any reason be or become invalid, unlawful or unenforceable then the validity, effect and enforceability of this Contract will in no way be affected, except for the severance of that term.

Released under the Official Information Act 1982

FEE SCHEDULE

A consultancy fee of \$500 (plus GST, where applicable) per day will be paid along with reasonable travel and accommodation expenses.

For a period of four days - included in this payment are the following standard payments:

Pre-meeting processes	1.0 days
Evaluation meeting	2.5 days
Post meeting processes	0.5 day

Extra time required for evaluation and resolution of complex applications may be negotiated in advance, initially with the Analyst.

Any mileage allowance will be paid at NZQA's agreed rate of 62 cents (plus GST) per kilometre.

Claims for services for companies and GST registered vendors must be made on invoice. Non GST registered vendors may make claims for services on the claim form supplied by NZQA.

All claims for payment of fees should be submitted to the New Zealand Qualifications Authority within three months of the date of the performance of services. NZQA reserves the right to decline payment on claims that do not meet this requirement.

Payment will be made by NZQA within 20 working days of receipt of an accurate and complete claim.

SERVICE SCHEDULE

The Contractor is to provide impartial, objective and efficient services during processes for the evaluation of applications for approval and accreditation of degrees and related qualifications as NZQA may direct. These services will include:

- consultation with the Analyst who has responsibility for the overall management of the evaluation process, including providing initial comment on the application;
- participating in the evaluation panel meeting according to NZQA standard procedures so that a clear outcome is achieved within the established timeframe;
- contributing to the completed report on the evaluation process

Date signed by NZQA:

Authorised Signatory for NZQA:

Kilian O'Callaghan
Manager - Course Approvals and Accreditation
Quality Assurance Division

Date signed by Contractor:

Signature of the Contractor:

Name *(Please print):*

Title:

Released under the Official Information Act 1982

Conflicts of Interest 2006/2007

I am a

Permanent employee	
Contractor (please complete the next box)	
Temporary employee (please complete the next box)	

Name of Agency	Name of your company (if you are contracting through a company)

(Please delete one of the two paragraphs below as appropriate.)

1 I hereby declare that I have no actual or potential conflict of interest. This includes any financial or other interest as well as any charge of having committed an offence against the law (other than minor traffic offences) that could compromise the performance of my official duties or the integrity or standing of NZQA.

2 I have an actual or potential conflict of interest as follows:

I agree to contact the Chief Executive via the Manager Internal Audit of any such actual or potential conflict of interest that may arise during my period of employment with the New Zealand Qualifications Authority.

Signed:

Name (please print):

Date:

Business Unit:

Chief Executive/
Internal Audit
Manager/Manager's
signature:

Released under the Official Information Act 1982

New Zealand Qualifications Authority Panellist Claim Form

Payment to			
<i>Address</i>		Telephone	
		Email:	
Have you previously been paid by NZQA as a panel member/panel chair/monitor?		(tick box if yes)	IRD No: (Must appear on all claims)
Claim for Panel	(tick box if yes)	Claim for Monitoring	(tick box if yes)
			IR330 Declaration attached (tick box if yes)
Name of the Provider:		Wellpark College of Natural Therapies	
Name of the Programme:		Bachelor of Naturopathy	
Provider Representative /Staff Member		Account number:	(if you wish payment direct to your account)
NZQA Contact		Cheque	(tick if you wish a cheque to be sent to the address above)
		Kieran O'Callaghan Approvals, Accreditation and Audit Quality Assurance Division	

CLAIMS FOR TRAVEL & ACCOMMODATION

Date	Provider (visited)	Claim Details (e.g. Airfare, Taxi, Parking)	Amount

CLAIMS FOR SERVICES

Date/s	Claim Details (e.g. preparation, visit, reporting)	Number of days	Rate	Amount
			@ \$500.00 per day	
	Total			

Navision number: A10388

NZQA USE ONLY

I certify that this account is true and correct & that funds are available to meet the cost of goods/services received

Cost Centre	G/L Account Code	Project Code	Amount (GST incl)

Details

NB: GST registered taxpayers must supply a tax invoice with this claim attach all supporting documentation, e.g. receipts and invoices

I verify that this claim is correct and in terms of my contract with NZQA

Signature

X

Manager Approval Signature

Creditor Code



WELLPARK COLLEGE OF NATURAL THERAPIES

BACHELOR OF NATUROPATHY

**APPLICATION FOR APPROVAL AND
ACCREDITATION**

Released under the Official Information Act 1982

www.wellpark.co.nz

November 2007

Telephone: (09) 360 0560

Fax: (09) 376 4307

Contact: Phillip Cottingham

principal1@wellpark.co.nz

**© Wellpark College of Natural Therapies
PO Box 78-229, Grey Lynn, Auckland 1002, New Zealand**

TABLE OF CONTENTS

PART ONE: APPLICATION DETAILS AND HISTORY		8
1	Applicant Information	8
1.1	<i>Name and Address of Applicant</i>	8
1.2	<i>Contact Person</i>	8
1.3	<i>Award for which Approval is sought</i>	8
1.4	<i>Academic Unit responsible for the Programme</i>	8
2.	Background	9
2.1	<i>History of the Application</i>	9
2.2.	<i>History of the College</i>	9
2.3	<i>Organisational Structure and Legal Status of the Applicant</i>	10
3.	Treaty of Waitangi	11
4.	Degree Development The Rationale	11
5.	Target Group	13
6.	Employment Opportunities	13
7.	Stakeholder Acceptability - The Consultation Process	14
7.1	<i>Industry support</i>	14
7.2	<i>Iwi Consultation</i>	14
7.3	<i>Wellpark College Degree Development Process</i>	16
7.4	<i>The higher education sector</i>	17
7.5	<i>Wellpark College response to the New Zealand Qualifications Authority (NZQA) Report</i>	18
PART TWO: THE PROGRAMME		20
8.	Philosophy and Aims of the Programme	20
8.1	<i>Bachelor of Naturopathy Philosophy</i>	20
8.2	<i>Aims of the Programme</i>	21
9.	Graduate Capabilities	22
10.	Scope of Practice	23
11.	The Bachelor of Naturopathy	24
11.1	<i>Programme Overview</i>	24
11.2	<i>Programme structure</i>	25
11.3	<i>Levels and credits</i>	28
11.4	<i>Pre-requisites and co-requisites</i>	28
11.5	<i>Integration of the Programme</i>	29
12.	Bridging and Transition Arrangements	38
12.1	<i>Transition Arrangements for Current Wellpark College Students</i>	38
12.2	<i>Bridging Arrangements for Diploma Graduates</i>	39
13.	Academic Pathways	40
14.	Learning and Teaching	41
14.1	<i>Delivery Sites</i>	41

14.2	<i>Learning and Teaching Philosophy</i>	41
14.3	<i>Learning and Teaching Principles</i>	42
14.4	<i>Learning and Teaching Methods</i>	43
14.5	<i>Flexible Learning Environment</i>	43
15.	Assessment	44
15.1	<i>Assessment Philosophy</i>	44
15.2	<i>Assessment Principles</i>	44
PART THREE: PROGRAMME OPERATIONS AND MANAGEMENT		45
16.	Quality Management System	45
17.	Organisational Structure	45
17.1	<i>Financial and Administrative Infrastructure</i>	45
17.2	<i>Business Planning</i>	46
18.	Programme Specific Regulations	46
18.1	<i>Admission and Selection</i>	46
18.2	<i>Assessment of Prior Learning</i>	47
18.3	<i>Completion of the Programme</i>	47
18.4	<i>Criteria for Successful Completion</i>	48
18.5	<i>Variation to Regulations</i>	48
19.	Evaluation and Review	48
20.	Assessment and Student Progress	49
20.1	<i>Assessment Policy</i>	49
20.2	<i>Pass Marks and Grades</i>	50
20.3	<i>Student Progress</i>	50
20.4	<i>Appeals</i>	51
20.5	<i>Moderation</i>	51
21.	Resources	52
21.1	<i>Resource Development Plan</i>	52
21.2	<i>Teaching Staff</i>	52
21.3	<i>Current staff</i>	53
21.4	<i>Staff Recruitment and Selection</i>	53
21.5	<i>Professional Development</i>	54
21.6	<i>Physical and Learning Resources</i>	55
21.7	<i>Library</i>	55
21.8	<i>Laboratory Facilities</i>	55
21.9	<i>Support Staff and Systems</i>	55
22.	External Relationships	57
22.1	<i>Professional and Academic Relationships</i>	57
22.2	<i>Community Relationships</i>	57
22.3	<i>Relationships with the Natural Health Industry</i>	57
23.	Research	58
24.	References	59

PART FOUR	60
------------------------	-----------

THE COURSES.....	60
-------------------------	-----------

25. COURSE DESCRIPTORS.....	61
<i>Introduction to Critical Thinking</i>	<i>61</i>
<i>Human Anatomy & Physiology 1</i>	<i>64</i>
<i>Foundations of Body Therapies</i>	<i>67</i>
<i>Foundations of Naturopathic Practice</i>	<i>71</i>
<i>Chemistry for Health Science.....</i>	<i>75</i>
<i>Human Anatomy & Physiology 2</i>	<i>78</i>
<i>Foundations of Herbal Medicine.....</i>	<i>81</i>
<i>Medical Humanities 2.....</i>	<i>86</i>
<i>Biochemistry for Natural Health Science.....</i>	<i>89</i>
<i>Pathophysiology for Natural Therapists.....</i>	<i>92</i>
<i>Health Assessment for Natural Therapies 1.....</i>	<i>95</i>
<i>Nutrition 1.....</i>	<i>99</i>
<i>Medical Humanities 3.....</i>	<i>104</i>
<i>Health Assessment for Natural Therapies 2.....</i>	<i>107</i>
<i>Introduction to Clinical Practice.....</i>	<i>110</i>
<i>Herbal Medicine 1.....</i>	<i>113</i>
<i>Nutrition 2.....</i>	<i>117</i>
<i>Research Methods.....</i>	<i>121</i>
<i>Clinical Practice for Naturopaths 1</i>	<i>124</i>
<i>Herbal Medicine 2.....</i>	<i>128</i>
<i>Clinical Practice for Naturopaths 2</i>	<i>132</i>
<i>Nutrition 3.....</i>	<i>136</i>
<i>Evidence Based Practice for Natural Therapies</i>	<i>140</i>

List of Appendices

Appendix 1	Structure Chart and Functions of Committees	132
	Prema Trust Board	133
	Prime Function	133
	Responsibilities of the Board of Trustees	133
	System Operation	133
	Board of Directors	134
	Prime Function	134
	Responsibilities of the Board of Directors	134
	System Operation	134
	Academic Board	134
	Prime Function	135
	Responsibilities of the Academic Board	135
	System Operation	135
	Administration Meetings	135
	Advisory Committees	136
	Terms of Reference for each Committee	136
	Research & Ethics Committee	137
	Prime Function	137
	Responsibilities of the Research & Ethics Committee	137
	System Operation	137
Appendix 2	World Health Organisation – Traditional medicine	138
Appendix 3	Proposed ‘Year 4’ Course (First Draft)	142

Appendix 4	Stakeholder Consultation and Support	157
Appendix 4a	Letters of Support	158
Appendix 4b	Iwi Consultation	167
Appendix 4c	Consultation Meetings	170
Appendix 4d	Independent Subject Expert Evaluations	181
Appendix 4e	Letters of Support for Revised Application	192
Appendix 5	Collaboration with External Academic Institutions	193
Appendix 6	Curriculum Vitae for Dr. Pauline McCabe	197
Appendix 7	Report from Dr. Pauline McCabe	206
	<i>Introduction</i>	210
	<i>The Regulatory Environment for Natural Therapies in New Zealand</i>	210
	<i>History of the Application for Approval of the Bachelor of Naturopathy and Herbal Medicine</i>	210
	<i>Structure of this Review</i>	211
	<i>Details of the Education Provider</i>	211
	<i>Purpose and Mission of the School</i>	212
	<i>Findings of the Consultant's Review</i>	213
	1.0 Title, Aims, Learning Outcomes and Coherence	213
	1.1 Title of the course	213
	1.2 Aims	213
	1.3 Learning Outcomes	216
	1.4 Coherence	216
	2.0 Delivery and Learning Methods	221
	3.1 Assessment Standards and Unit Outlines	223
	3.2 Feedback to Students and Fair Reporting	226
	3.3 Moderation Processes	227
	4.0 Acceptability of the Course and Stakeholder Consultation	228
	5.0 Regulations Governing the Course	229
	6.0 Resources	231
	7.0 Evaluation and review	235
	8.0 Research	237
Appendix 8.	Wellpark College Business Plan	241
Appendix 9	Library Development Plan	274
Appendix 9a	Revised Library Development Plan	301
Appendix 10	Revised Staffing Plan	307
Appendix 11	Research Plan	347
Appendix 11a	Revised Research Plan	351
Appendix 12	Programme Implementation Timetable	361
Appendix 13	Academic Board Extract: Degree Approval	362
Appendix 14	Clinical Procedure and Protocols	364
Appendix 15	College QMS	373

List of Tables

Tables found in Application

Table 1	Summary of Panel's Requirements and Recommendations & the College's Response	1
Table 2	Unitec Course Details	18
Table 3	Programme Overview	25
Table 4	Programme Structure	26
Table 5	Levels and Credits	27
Table 6	Pre-requisites and Co-requisites	27
Table 7	Naturopathy Clinical Experience	33
Table 8	Required Courses for Transition Students – Naturopathy Year 1	37
Table 9	Required Courses for Transition Students – Herbal Medicine Year 1	37
Table 10	Required Courses for Bridging Students - Graduates	38
Table 11	Types of Assessment	42
Table 12	Pass Marks and Grades	49

Tables found in Appendices

Table 13	Wellpark Profile - Strategic direction(s) and objectives	250
Table 14	Wellpark Profile - Objectives, performance indicators and targets	260
Table 15	Library - Suggested Action Plan with Responses	298
Table 16	Library Resource – Book Collection Statistics	319
Table 17	Library Resource – Journal Collection Statistics	320
Table 18	Library Expansion Plan – Details of Journal and Book Costs	321
Table 19	Course Coordinator Allocations	324
Table 20	Staff Workload Plan	327
Table 21	Projected Student Numbers	328
Table 22	Projected tutor hours required	328
Table 23	Revised Goals for Research Development	378
Table 24	Programme Implementation Timetable	387

Released under the Official Information Act 1982

Table 1 – Summary of Panel Requirements & Recommendations and the College's Response

Requirement Wellpark was required to:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
1. Total Review and Rewrite of the Programme	1.1a Title does not fit the criterion	Title altered from <i>Bachelor of Naturopathy & Herbal Medicine to Bachelor of Naturopathy</i>	Part 1	8
	1.1b. Title does not meet register criteria as does not match content	Title altered to better reflect content	Part 1	8
	1.2a Aims did not provide a philosophical base	Aims and philosophy rewritten to provide a more sound philosophical base for the programme	Part 2	20
	1.3a Graduate profile consistent with aims	As aims rewritten, graduate profile has been changed (termed <i>Graduate Capabilities</i>) to reflect the aims and provide a clear link between learning outcomes, content and graduate capabilities	Part 2 Part 2:11.3 – 11.5	22 27-36
	1.3b Concerns about: <ul style="list-style-type: none"> • lack of depth • unacceptable breadth • Lack of evidence of higher order learning and thinking skills 	<ul style="list-style-type: none"> • Learning outcomes altered • Critical thinking components included 	Part 2:11.3 – 11.5 Part 4	27-36 59 – 138
	1.4 a Learning outcomes and levels ascribed do not reflect content Learning outcomes and levels not at degree level	Learning outcomes, content and assessments all revised to better reflect degree level	Part 4	59 – 138
	1.4b As above	Content altered to reflect the academic nature of the programme	Part 4	59 – 138
	1.4c Level does reach register requirements	As above	Part 4	59 – 138
	5.1 The contact hours appear high for a degree programme and the progression towards self-directed learning is not clear.	The contact hours have been revised and the progression to self-directed learning is contained within the programme structure.	Part 3	26

Requirement Wellpark was required to:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
1. Total Review and Rewrite of the Programme (cont.)	5.1 Six years for the completion of the programme was acceptable although panel members tended to think that it was too short so students could be disadvantaged 5.1 The margins between merit and distinction made it quite easy to pass with distinction.	The minimum completion period has been extended to seven years. This has been reviewed and the grading system related to merit and distinction updated.	Part 4 Part 3	59 - 141 49
2. Wellpark to develop a comprehensive plan for the staffing of the degree	6.1a Staff workload and time allotted for research 6.1a Face to face teaching load too high Bigger core of permanent staff Not all staff qualified adequately	This requirement is accommodated by: <ul style="list-style-type: none"> Reducing actual classroom time for full-time staff Allotting time for research As above Development of a collegial group New permanent full-time position created One staff member qualified at Grad. Dip. Level One staff member Masters level by 2009 Other staff placed on professional development programmes to bring up to level New position will require Masters level qualification All staff teaching having significant role in the programme will be have their own research professional development programme The College will utilise an external academic on the research committee	Appendix 10 As above Appendix 10 Appendix 10	311 As above 309-310 313-317 309-317
	6.1b Academic staff not engaged in research		Appendix 10	307
	6.1b Wellpark find an academic mentor from a degree providing institution with similar qualification		Appendix 11a Appendix 1	351-361 137

Requirement Wellpark was required to:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
2. Wellpark to develop a comprehensive plan for the staffing of the degree	6.1c Teaching experience in vocational rather than academic and altering teaching style	New position will require teaching experience in academic programme All teachers will be mentored into academic teaching through a professional development programme	Appendix 10	313-317
	6.1d One clinical supervisor	Assistant Clinical Supervisor appointed in 2007	Appendix 14	364
	Staffing plan should collectively address the issues in 6.1b-d	Staffing plan includes a variety of methods and using staff who, together, will deliver a programme to level expected in a degree	Appendix 10	307-346
	No obvious recruitment policy	Recruitment policy and process outlined in QMS	Appendix 16	395
	6.2 The panel had the following concern: <i>While current facilities are very pleasant, only full-time academics have their own offices and tutors are cramped into a very small space.</i>	The shifting of the library into larger premises gives room to establish a naturopathic faculty office, where the current library is located.	Appendix 9a	302
	6.2 Access to databases is difficult and computer access for both staff and students is limited	The library plan allows for increased access to databases for staff. The faculty office will increase the access to computers for tutors.	Appendix 9a	301-306

Requirement Wellpark was required to:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
3. Wellpark to enhance and sustain the library and to provide access to library resources so that the degree programme is adequately supported	6.2a & b Library small and barely visible	Library will be shifted into larger premises	Appendix 9a	301-306
	6.2a & b No Trained librarian	Library plan includes provision for trained librarian	Appendix 9a	301
	6.2a & b No borrowing policy in library	Already addressed but will be extended to web-based software installed	Appendix 9a	301
	6.2a & b Collection small -- needs to be bigger and broader	Collection being enlarged	Appendix 9a	303-306
	6.2a & b Electronic access to journals needs to be increased	A wider range of journals will be accessible	Appendix 10a	303-306
	6.2a & b Library resources	The above solutions will also be enhanced by students having access to the library facilities at Unitec	Appendix 5	193
4. A comprehensive long-term business plan, including capital and operational requirements, for the further development and delivery of the degree.	6.2a & b Other Resources	Business plan developed to include resourcing the programme to the level required	Appendix 8	241-249
	Dispensary may be removed	There are no plans to remove the dispensary	Appendix 8	241-249
	Dispensary available at clinic	A small dispensary at the clinic is being investigated	Appendix 15	364
	Laboratory facilities lacking	Laboratories will be hired when and where required	Appendix 8	248
	Academic Offices	The Naturopathy Faculty will have its own office, which will be located where the library is currently.	Appendix 8	302

Requirement Wellpark was required to:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
	6.3 Support staff and workload issues	The panel made the comment that there are only three support staff. This is not correct (but this was missed on the initial response to the report – so addressed in this document). There are actually twelve full-time support staff at the College.	Appendix 8	245
		Support staff requirements will be reviewed and an appropriate response made.	Appendix 8	245
	6.4 Library borrowing issue	Addressed as above		
	6.5 The panel was concerned about the resource requirements being adequately planned for.	This is addressed by producing a business plan with financial projections including capital requirements) being built into the plan.	Appendix 8	242-248
5. Wellpark to develop a comprehensive long-term plan for the development of a research culture to support the degree programme.	Research by Staff involved in the degree programme is not underway	One staff member (Philip Dowling) has conducted a small research pilot study. Phillip Cottingham (Principal) has conducted a small survey as part of a Graduate Diploma programme. All staff involved in the programme will have begun research projects prior to the commencement of the programme (planned for mid – 2008)	Appendix 11a	351-360
	Collaborative approaches being looked at	Whilst these have not started, the focus has been on infrastructure within the College and the appointment of a Research Leader and establishment of goals and a revised strategic plan.	Appendix 11a	351-360
	Research support, such as a workload formula and library and study facilities, need to be in place for culture to develop.	The College has developed a workload formula, and will have upgraded library facilities, prior to research being undertaken.	Appendices 9a 10 11a	301 311 351

Recommendation The Panel recommended Wellpark:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
<p>review the arrangements by which the AUT papers are incorporated into the programme and consider some formal agreement with AUT</p>	<p>2.3 There was concern regarding the AUT modules being part of the degree, as they are delivered by, and belong to AUT</p>	<p>AUT has withdrawn from the arrangement. The courses that the College is now proposing to be part of the degree, will be delivered by Unitec, under a subcontracting arrangement. This has a number of advantages in that it opens the door to further collaboration and staircasing into Unitec programmes. Along with this it allows Wellpark students to utilise the library facilities at Unitec.</p>	<p>Appendix 5</p>	<p>193-196</p>
<p>new students are given a "buddy" to work alongside in the clinic and that the number of cases required be reviewed.</p>	<p>2.3 There is no formal arrangement re the external courses. 2.4 A buddy system in which new students are "buddied" with more experienced students, would provide new students with exposure to a higher number of patients and also introduce a kind of mentoring system which would help with the supervision problem.</p>	<p>This is addressed above, in the subcontracting arrangement. The "supervision problem" has been addressed in part with the appointment of a clinic assistant in 2007. This role will continue into the degree programme clinicals. Students in the 2nd year are introduced to clinical practice in several of the courses, but most comprehensively in the introduction to Clinical Practice course, where they will take cases, and perform client examinations, in partnership with the more experienced clinical students.</p>	<p>Appendix 5 Part 3</p>	<p>193-196 364 31 - 34</p>
<p>the clinical files kept securely in the clinic</p>	<p>2.4 The Panel was further concerned that the students took the clinical files home to write up their reports. This could breach legal requirements for privacy.</p>	<p>Clinical procedures have been altered to ensure that students only take copies of case records that have numbers (rather than names) that they can work on. The originals are kept in the clinic, with a cover sheet (which contains the only record of the name and address, etc.). The cover sheet details are entered into a database on the computer system. The College is investigating clinic software, which will further address the issue of privacy.</p>	<p>Appendix 14</p>	<p>364</p>

Recommendation The Panel recommended Wellpark:	Panel's Comments	Action Taken	Part or Appendix no	Page no.
in redeveloping the assessments the 70% pass mark is reviewed	3.2 The Panel was concerned about the required 70% pass mark and lack of acceptable rationale for its ongoing use.	The assessment system has been adjusted to a system of grades, with the pass mark being 50%. Assessments have been made more robust and in line with accepted academic standards.	Part 3	49
an external academic is included on the advisory committee	4.1 ...but there is no academic from another institution on the advisory group.	This has been addressed with Dr. Melva Martin PhD (ex director of Naturopathic College of New Zealand) being appointed. An external academic will also be appointed to the Research & Ethics Committee.	Appendix 1	136
the entry requirements are reviewed to include a science background and to set the IELTS requirement at 6.5 with a minimum band of 6	5.1 Entry requirements need to be revised as it is desirable that students have some background in chemistry or science.	Entry requirements have been reviewed. The minimum requirements are in line with accepted entry into most tertiary institutions. Mature entry requirements have been altered to ensure that students with no science background undergo additional study, either prior to, or concurrent with, the first year.	Part 3	45
Wellpark review the bridging, transition and cross-crediting arrangements for the degree.	5.1 The bridging and transition arrangements from the diploma into the degree programme were over generous with only 60 meta credits required for diplomats to complete the degree programme. 5.1 It was unclear as to whether Wellpark wishes to cross-credit from other institutions. The policy needs to be clarified.	This has been altered to 120 credits for diplomates, and an extra 35 for those who have completed the first year of the Diploma.	Part 2	37-38
		The cross-crediting policy is contained in the current QMS and this policy will be retained in the 2008 QMS and upgraded where required.	Appendix 15	404

PART ONE: APPLICATION DETAILS AND HISTORY

1 Applicant Information

1.1 Name and Address of Applicant

Wellpark College of Natural Therapies
6 Francis Street,
Grey Lynn,
Auckland.

1.2 Contact Person

Mr. Phillip Cottingham, Principal
Ph: (09) 360 0560
Fax: (09) 376 4307
Em: Principal1@wellpark.co.nz

1.3 Award for which Approval is sought

Title: Bachelor of Naturopathy
Level: Level 7
Credits: 360 credits

1.4 Academic Unit responsible for the Programme

Faculty of Naturopathy
Head of Faculty of Naturopathy: Mr. Philip Dowling.

2. Background

2.1 History of the Application

Wellpark College decided in 2004 to explore the possibility of offering an approved Bachelor degree in naturopathy and herbal medicine. A consultation process was established and industry and other stakeholders expressed strong support for the concept. An internal degree development committee was formed and a draft curriculum developed. This was circulated to selected experts for critique and their feedback was incorporated.

An Application for Approval and Accreditation of a Bachelor of Naturopathy and Herbal Medicine was submitted to the New Zealand Qualifications Authority (NZQA) in June 2006. The NZQA appointed an Expert Panel who convened to assess the application in August 2006. The Expert Panel released their report on 4 September 2006. The proposal for a Bachelor degree was not accepted and the Panel made a number of recommendations. The NZQA agreed to receive a revised proposal.

This document is the second Application and addresses the concerns raised by the Expert Panel.

2.2 History of the College

Wellpark College of Natural Therapies was registered as a Private Training Establishment in 1997 under a Trust which is now called the Premier Charitable Trust. The College grew to become New Zealand's largest natural therapies tertiary institution and now offers the country's most comprehensive range of natural therapies qualifications. Certificate and Diploma programmes accredited by NZQA and the modality associations are available in the following modalities:

- Aromatherapy (120 credit Level 6 Diploma)
- Ayurvedic Lifestyle Management (120 credit Level 5 Diploma)
- Ayurvedic Medicine (360 credit Level 6 Diploma)
- Herbal Medicine (360 credit Level 6 Diploma)
- Massage and Body Therapies (60 credit Certificate & 185 credit Level 6 Diploma)
- Naturopathy (360 credit Level 6 Diploma)
- Nutrition (240 credit Level 6 Diploma)
- Yoga (120 credit Level 5 Diploma)
- Yoga Therapy (120 credit level 6 Diploma)

The College receives EFTS funding for its approved and accredited qualifications and eligible students can apply for Student Loans and Allowances through Study-link.

Wellpark College attracts a wide range of international students into its certificate and diploma programmes. Currently 24 international students are enrolled on Wellpark programmes with the majority coming from Europe, followed by the USA, Asia and Africa. In 2003 the College gained signatory status to the Code of Practice for the Pastoral Care of International Students.

Between 2000 and 2005, 315 students graduated from the College's certificate and diploma programmes. Naturopathy and herbal medicine graduates have become self-employed as independent practitioners, continued with academic study, or are employed in a variety of health industry organizations. (See section 6 for further information on graduate destinations).

Wellpark College staff and management are committed to providing quality education and training in natural therapies and ensuring that the application of knowledge and skills is an integral part of each programme. Wherever possible, lecturers are required to be current practitioners so that their practice experience becomes a key component of the learning and teaching process.

2.3 Organisational Structure and Legal Status of the Applicant

In 2005 the College became a limited liability company of which the Prema Trust is the sole shareholder.

The company's registration no. is: 1591195.

The Directors are as follows:

Grant Litchfield LLB – Chairperson

Lindsay Peart Dip. Ed. – Secretary

Jennifer Cottingham MA (Psych) – Assistant Principal

Phillip Cottingham ND. Principal

Wellpark College of Natural Therapies is a Private Training Establishment, which began as a small business in 1990. In 1996 the College outgrew its original premises in Wellpark Ave., Westmere, and shifted to rented premises in Vermont St. Ponsonby. In 1997 the College was accredited to deliver two NZQA approved programmes, namely the Diploma in Therapeutic Massage and the Diploma in Naturopathy. At the end of 1997, the College shifted premises to 6. Francis St. Grey Lynn, which remains the delivery site. This allowed for expansion of the programmes. Over the next four years the Diploma in Herbal Medicine, the Diploma in Ayurvedic Medicine and the Diploma in Aromatherapy were added to the range of programmes delivered. In 2003 the College gained accreditation to deliver two programmes off the NZQA Framework, namely the Diploma of Therapeutic Massage (formerly a local approval only) and the Certificate of Relaxation Massage. (Recently, these programmes have been removed from the framework and the College has reverted back to a local approval only). To the above range of programmes the