

*ENCLOSURE to
IFFTI/0302/13/2005
dated 06 July 2005*

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AGENDA

THE 13TH MEETING

OF

THE IFFTI EXECUTIVE COMMITTEE

11TH AND 12TH JULY 2005

AT

LONDON COLLEGE OF FASHION
U.K.

AGENDA FOR
THE 13TH MEETING OF THE IFFTI EXECUTIVE COMMITTEE
SCHEDULED TO BE HELD AT LONDON COLLEGE OF FASHION, U.K.
ON 11TH AND 12TH JULY 2005

<u>Agenda Item</u>	<u>Subject</u>
1.	Welcome Remarks by Chairperson – IFFTI
2.	Apologies Sent
3.	Change of Authorised Representatives
4.	Adoption of the Minutes of the 12 th Meetings of the Executive Committee held at Ryerson University, Toronto, Canada on 30 th September and 1 st October 2004
5.	New Membership
6.	Work Plan of IFFTI 6.1 Paper on Best Practice in Fashion Education 6.2 Travel Funding of Junior Faculty to present papers at the next Annual Conference. 6.3 Research Initiative 6.4 IFFTI Library Resource Network
7.	2005 Annual Conference
8.	Venues of Future IFFTI Meetings
9.	IFFTI Website
10.	IFFTI Election By-Laws
11.	Accounts and Finance
12.	Extension of the tenure of Secretary IFFTI
13.	Any other Item with the Permission of the Chair

AGENDA ITEM NO. 1.

WELCOME REMARKS BY CHAIRPERSON – IFFTI

Professor Edward Newton, Chair Professor, Fashion Design, Institute of Textiles and Clothing, The Hong Kong Polytechnic University and the Chairperson, IFFTI, will make his initial remarks.

AGENDA ITEM NO. 2.

APOLOGIES SENT

- 2.1 Confirmation of attendance has been received from:-
- (a) Bunka Women's University, Tokyo, Japan
 - (b) Dong Hua University, PR China
 - (c) Hong Kong Polytechnic University, Kowloon, Hong Kong
 - (d) Institut Francais de la Mode, Paris, France
 - (e) London College of Fashion, London, UK
 - (f) Royal Melbourne Institute of Technology, Melbourne, Australia
 - (g) Ryerson University, Toronto, Canada
- 2.2 Confirmation is awaited from National Institute of Fashion Technology, New Delhi, India and Universidade Anhembi Morumbi, Brazil.
- 2.3 Fashion Institute of Technology, New York, USA have sent their apology for not being able to depute a suitable representative to attend the Executive Committee Meeting.
- 2.4 The Executive Committee may kindly accept their apology.

AGENDA ITEM NO. 3

CHANGE OF AUTHORIZED REPRESENTATIVES

3.1 Authorized representatives of the following Member Institutions have changed since the last Annual Conference :-

S.No.	Institution	Authorised Representatives	
		Previous	New
1.	Amsterdam Fashion Institute, The Netherlands	Dr. Pauline Terreehorst	Mr. J. W. Hofma
2.	Royal Melbourne Institute of Technology, Australia	(a) Ms. Maxine Sparks (b) Ms. Karen Webster	(a) Mr. Keith Cowlshaw (b) Prof. Harriet Edquist
3.	Ryerson University, Canada	Ms. Mary McCrae	Prof. Linda Lewis
4.	Universidade Anhembi Morumbi	Mr. Sergio Garrido Moraes	Ms. Carla Morcondes
5.	UMIST	(a) Dr. Chris Davies (b) Prof. John Roberts	(a) Prof. Young (b) Prof. Chris Carr

3.2 Members are requested to kindly note the changes.

AGENDA ITEM NO. 4

ADOPTION OF THE MINUTES OF THE 12TH MEETING OF THE IFFTI EXECUTIVE COMMITTEE

The 12th Meeting of the IFFTI Executive Committee was conducted at Ryerson University, Canada.

- 4.1 The draft Minutes of the Meeting were circulated to the Members on 24th November 2004.
- 4.2 As no comments have been received from Members, the Executive Committee is requested to formally adopt the Minutes of the aforementioned Meeting.

AGENDA ITEM NO. 5

NEW MEMBERSHIP

5.1 At the 10th Executive Committee Meeting held at Paris in November 2003 the Committee decided to enlarge the geographical representation of the foundation by scouting for Members from regions which were hitherto either not represented or had the potential of increased representation like Africa, China, Egypt, Germany, Greece, Israel, Italy, New Zealand, Portugal, Spain, Sri Lanka, Turkey, USA, etc. The Executive Committee Members unanimously agreed to assist the Secretariat in this matter.

5.2 The Secretariat received recommendations from the Members for consideration of following Institutions for IFFTI Membership:-

S. No	Name of Institution and Address	Recommended By
a.	Nottingham Trent University, U.K.	Prof. Edward Newton Hong Kong Polytechnic
b.	LDT Nagold Vogelsangweg, Nagold Germany	Mr. A. K. G. Nair Pearl Academy, India
c.	Keimyung University, Daegu, South Korea	Mr. Sunao Onuma Bunka Women's University, Japan
d.	IVTB, Mauritius	Prof. Asha Baxi NIFT, India
e.	Georgian Institute of Design and Management, Europe	Prof. Edward Newton Hong Kong Polytechnic
f.	University of Stellenbosch South Africa	Ms. Angela Peers MMU, UK
g.	Senai/Cetiqt Colour Institute, Rio de Janeiro, Brazil	Prof. William Oxenham, NCSU, USA
h.	St. Petersburg State University of Technology and Design, Russia	Prof. Janice Mee, DMU, UK

5.3 The Secretariat had forwarded the Membership Application and Information Form to the aforementioned Institutions.

5.4 Nottingham Trent University, UK.

- 5.4.1 NTU were among the commissioning members of IFFTI. However, the University withdrew from the Foundation in 2001. Professor Edward Newton, Chairperson has now convinced the University to rejoin.
- 5.4.2 A letter to this effect has been received from Prof. Simon Lewis, Head of College, College of Art and Design and Built Environment NTU.
- 5.4.3 The Committee may approve the reinduction of NTU into the Foundation.

5.5 LDT Nagold

- 5.5.1 A Sub-Committee comprising following Members was constituted to process the application of the Institution :-
 - (a) Ms. Sylvie Ebel, IFM
 - (b) Dr. Pauline Terreehorst, AMFI
- 5.5.2 The Sub-Committee has unanimously recommended that LDT Nagold, Germany be offered Associate Membership.
- 5.5.3 The Committee is requested to ratify the recommendations of the Sub-Committee.

5.6 IVTB, Mauritius

- 5.6.1 A Sub-Committee comprising following Members was constituted to process the application of IVTB :-
 - (a) Prof. Edward Newton, HKPU
 - (b) Ms. Angela Peers, MMU
- 5.6.2 The evaluation report of the Sub-Committee is awaited.

5.7 Keimyung University, Korea and Georgian Institute of Design and Management, Europe.

- 5.7.1 The applications of these Institutions have recently been received at the Secretariat.
- 5.7.2 The Committee may appoint suitable Sub-Committees to process these applications.
- 5.8 Response from the remaining institutions are awaited.

AGENDA ITEM NO.6

WORK PLAN OF IFFTI

6.1 Paper on Best Practice in Fashion Education.

- 6.1.1 At the 7th Executive Committee Meeting held in July 2002 at New York, the Committee decided that the surplus funds of the Foundation should be utilised to support Initiatives which would further the goals of IFFTI and be of direct benefit to Members. It was decided to create an opportunity to identify and disseminate the innovation and good practices that exist within the Member Institutions and to bring the findings to a wider audience through a publication. Accordingly, the Member Institutions were asked to submit Papers on the topic of '*Best Practice in Fashion Education*'.
- 6.1.2 Out of the 35 abstracts received, 19 authors were selected to submit full papers for evaluation. They were also invited to present papers at the 2004 Conference at NIFT and 13 faculty members presented their papers at the Conference.
- 6.1.3 The final selection process has been completed under the supervision of Ms. Elizabeth Rouse, LCF, the Chairperson of the Programmes Committee. Papers of the following faculty have been selected for publication :-

S.No.	Name	Paper	Institution
1.	Toshiko Sujino and Kazuko Ikeda	Construction of a clothing production system designed to satisfy individual requirements using computers	Bunka Women's University, Tokyo
2.	Betty Li Shu-wan	The transformation of the fashion merchandising programme: from teacher-centred to student-centred pedagogy	Hong Kong Polytechnic University, Hong Kong
3.	Karine Piotraut	Managers and designers – pooling our talent	IFM, Paris
4.	Alison Shreeve and Carmel Kelly	Developing communication skills through fashion design	LCF, London
5.	Tarun Pawar	Live fashion retail models as a best practice in fashion education	NIFT, New Delhi
6.	Carol Garcia, Kathia Castilho, Sérgio Garrido	The influence of virtual learning communities on fashion on-line teaching experience	UAM, Brazil

- 6.1.4 At the 6th Annual Conference, the General Council decided to continue with this Initiative and the next publication would take place in 2006.
- 6.1.5 Ms. Elizabeth Rouse will apprise the Committee about the present status of the Initiative.

6.2 **Travel Funding for Junior Faculty to Present Papers at the next Annual Conference**

- 6.2.1 One of the objectives of IFFTI is to ‘promote an international forum for the exchange of ideas, and collaborative research and development in fashion design, technology and business and related industries’.
- 6.2.2 In order to encourage greater collaboration between IFFTI Member Institutions and to encourage participation by Junior Faculty in IFFTI Annual Conferences, it was decided to fund the travel of selected Junior Faculty Members to present Papers on the selected topics at IFFTI Annual Conference scheduled to be held at Bunka Women’s University, Tokyo, Japan on **1st November 2005**.
- 6.2.3 Accordingly abstracts were invited from Junior Faculty of Member Institutions vide IFFTI Secretariat Letter No. IFFTI/1004/2/2005 dated 29th October 2004.
- 6.2.4 The call for papers met with a very enthusiastic response and a total of 42 abstracts were received. These were evaluated by a Sub-Committee comprising following members :-
- (a) Ms. Elizabeth Rouse, LCF, London.
 - (b) Ms. Angela Peers, MMU, England
 - (c) Dr. Raymond Au, HKPU, Hong Kong
 - (d) Alison Gwilt, University of Technology, Sydney
 - (e) Dr. Maxine Sparks, RMIT University, Australia
 - (f) Prof. Desiree Koslin, FIT, USA
 - (g) Prof. Asha Baxi, NIFT, India
 - (h) Prof. Linda Lewis, Ryerson University, Canada
 - (i) Mr. Tim Moscovitch, University of Huddersfield, U.K.
 - (j) Dr. Trevor Little, NCSU, USA
- 6.2.5 The Committee has selected following five Junior Faculty to present papers at the 2005 Annual Conference :-
- (a) Osmud Rahman, Ryerson, Canada
 - (b) Wessie Ling, LCF, U.K.
 - (c) Sass Brown, FIT, New York
 - (d) Mei Li Fu, Fu Jen, Taiwan
 - (e) Denise Sprynskyj, RMIT, Australia

6.2.6 Prof. Elizabeth Rouse will brief the Committee on the selection process.

6.3 **Research**

6.3.1 At the 6th IFFTI Annual Conference, the General Council was of the opinion that IFFTI should devote its resources to identify ways to take fashion research forward. The foundation should determine the ways to share the research being undertaken by IFFTI Members and assist in advancing new research in the key areas of fashion design, technology and business for the benefit of Members.

6.3.2 A Sub-Committee comprising of following Members was convened to supervise this Initiative:-

- (a) Ms. Sylvie Ebel, IFM, France
- (b) Ms. Karen Webster, RMIT, Australia
- (c) Prof. Edward Newton, HKPU, Hong Kong.
- (d) Ms. Elizabeth Rouse, LCF, London.

6.3.3 A simple and interactive questionnaire, framed by the Sub-Committee was forwarded to the Members (vide Secretariat letter no. IFFTI/1004/3/2004 dated 10th September 2004) to gauge the depth and diversity of research being undertaken by Member Institutions.

6.3.4 In response research data has been received from the following members :_

- (a) Bunka Women's University
- (b) Dong Hua University
- (c) Fashion Institute of Design and Merchandising
- (d) Fu Jen Catholic University
- (e) Institut Francais de la Mode
- (f) London College of Fashion
- (g) National Institute of Design
- (h) National Institute of Fashion Technology
- (i) North Carolina State University
- (j) Royal Melbourne Institute of Technology
- (k) Ryerson University
- (l) University of Huddersfield
- (m) Pearl Academy of Fashion

6.4 **IFFTI LIBRARY RESOURCE NETWORK**

6.4.1 It was decided that, for the time being, the authorized representative of Member Institutions are to be contacted for obtaining the desired information from respective Institutions.

AGENDA ITEM NO. 7

2005 ANNUAL CONFERENCE

- 7.1 The 7th IFFTI Annual Conference is scheduled to be held at Bunka Women's University, Tokyo, Japan in November 2005.
- 7.2 Mr. Satoshi Onuma of Bunka Women's University will brief the Committee on the details of the activities being planned at the Conference.

AGENDA ITEM NO. 8

VENUES OF FUTURE IFFTI MEETINGS

8.1 At the last Meeting the Executive Committee had approved the following venues for IFFTI Meetings till the year 2010:

S. No.	Meeting	Venue	Period
a)	13 th Executive Committee	LCF, London, UK	July 2005
b)	7th Annual Conference and 14 th Executive Committee	Bunka Women's University, Tokyo, Japan	November 2005
c)	15 th Executive Committee	FIT, New York, USA	July 2006
d)	8th Annual Conference and 16 th Executive Committee	IFM, Paris	November 2006
e)	9th Annual Conference and 17 th Executive Committee	Jointly by RMIT and SI TAFE, Melbourne and Sydney, Australia	April 2007
f)	10th Annual Conference	NCSU, USA/Ryerson, Canada	2008
g)	11th Annual Conference	Fu Jen, Taiwan	2009
h)	12th Annual Conference	NCSU, USA/Ryerson, Canada	2010

8.2 Subsequently IFM, Paris have expressed a preference to hold the Annual Conference in 2008 instead of 2006.

8.3 Consequently, the Secretariat had asked the other Members to examine the feasibility of hosting the 2006 Conference in place of IFM.

8.4 The responses received are given below :-

Member Institution	Response
(a) NCSU, USA	Interested in hosting the 2006 Annual Conference.
(b) UAM, Brazil	Hopeful. Examining the possibility of hosting the 2006 Conference.
(c) UMIST, UK	Examining the possibility of hosting the 2006 Conference.

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|---------------------|--|
| (d) Ryerson, Canada | Have approval to host the 2008 Conference. Not feasible to host 2006 Conference. But will examine the feasibility of hosting the 2007 Annual Conference. |
| (e) RMIT, Australia | Not possible in 2006 due to common wealth games. Interested in hosting the 2007 Annual Conference. |
| (f) Fu Jen, Taiwan | 2006 not possible. But interested in hosting the 2007 Conference. |
| (g) FIT, New York | 2006 not feasible. |
| (h) Polimoda, Italy | 2006 not possible. |

8.5 The Committee may deliberate and decide on the venue for the 2006 IFFTI Annual Conference.

AGENDA ITEM NO. 9

IFFTI WEBSITE

9.1 The Secretary will brief the Executive Committee in this regard.

AGENDA ITEM NO. 10

IFFTI ELECTION BY-LAWS

- 10.1 The existing Executive Committee was elected at the 4th Annual General Council Meeting held at Hong Kong in November 2002.
- 10.2 The tenure of the existing Executive Committee extends upto the 7th Annual Conference scheduled to be held at Bunka Women's University, Tokyo, Japan in November 2005, when elections are to be held to elect new Members from the Category Geographical Representation.
- 10.3 The tenures of the present Chairperson and the Deputy Chairperson would conclude at the 15th Executive Committee Meeting scheduled to be held in July 2006 when the new Chairperson and Deputy Chairperson would be elected.
- 10.4 It is necessary to frame suitable Bye-Laws for the conduct of ensuing elections to the posts of Chairperson, Deputy Chairperson and the Members to the Executive Committee of IFFTI from the Geographical Representation in Category.
- 10.5 Draft Bye-Laws for the conduct of elections were initially forwarded to the Executive Committee Members by the Secretariat vide letter no. IFFTI/0101/2004 dated 13th September 2004.
- 10.6 These were deliberated upon by the Executive Committee at its meeting held at Ryerson University in November 2004.
- 10.7 The revised draft Bye-Laws incorporating the comments of the Executive Committee were forwarded to the Members vide IFFTI Secretariat Letter No. IFFTI/0101/2005 dated 14th June 2005 and IFFTI/0101/2005 dated 24th June 2005.
- 10.8 The Executive Committee may deliberate upon the draft Bye-Laws and approve the same.

AGENDA ITEM NO. 11

ACCOUNTS AND FINANCE

- 11.1 Status of Membership Subscription is placed at *Annexure I*
- 11.2 Statement of Financial Affairs is placed at *Annexure II*
- 11.3 Balance Sheet for the period 01st April 2004 to 31st March 2005 is placed at *Annexure III*
- 11.4 Budget for the year 2005-2006 is placed at *Annexure IV*
- 11.5 The Executive Committee may deliberate and approve the same.

AGENDA ITEM NO. 12

EXTENSION OF THE TENURE OF SECRETARY – IFFTI

- 12.1 At its 9th Meeting held at Dong Hua University, Shanghai on 18th March 2003, the Executive Committee had decided to extend the term of Commodore Vijay (Retd.) as Secretary of IFFTI, for a period of two years. The decision was ratified by the General Council at the 5th Annual Conference held at Shanghai on 19th March 2003.
- 12.2 The present tenure of appointment of Commodore Vijay (Retd.) expires on 31st July 2005.
- 12.3 The Executive Committee may deliberate upon extending the term of Commodore Vijay (Retd.) as Secretary, IFFTI for such period and on such terms and conditions as deemed appropriate.

AGENDA ITEM NO. 13

ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR

Members may discuss additional issues with the permission of the Chairperson.