

MINUTES OF THE THIRTEENTH MEETING OF
THE EXECUTIVE COMMITTEE OF IFFTI HELD AT
LONDON COLLEGE OF FASHION, U.K. ON
11TH AND 12TH JULY 2005

The 13th Meeting of the Executive Committee of IFFTI was held at London College of Fashion, U.K. on 11th and 12th July 2005. The meeting was presided over by Professor Edward Newton, Chair Professor of Fashion Design, Institute of Textiles and Clothing, The Hong Kong Polytechnic University and the Chairperson of IFFTI.

2. The following Executive Committee Member Institutions were represented at the meeting:-

<u>S.No</u>	<u>Institution</u>	<u>Represented By</u>	<u>Designation</u>
(a)	HKPU, Hong Kong	Prof. Edward Newton	Chairperson
(b)	Bunka Women's University, Japan	(i) Mr. Satoshi Onuma (ii) Mr. Brian Leishman	Authorised Representative Bunka Coordinator for 2005 IFFTI Annual Conference
(c)	Dong Hua University, P.R. China	(i) Prof. Li Keling (ii) Ms. Li Yu	Authorised Representatives Interpreter
(d)	LCF, UK	Ms. Elizabeth Rouse	Authorised Representative
(e)	RMIT, Australia	Prof. Harriet Edquist	Authorised Representative
(f)	Ryerson, Canada	Prof. Linda Lewis	Authorised Representative
(g)	IFFTI Secretariat	Commodore Vijay (Retd.)	Secretary

3. The proceeding were conducted as follows:-

<u>Date</u>	<u>Time</u>	<u>Event</u>
11th July 2005	1000 - 1200	Deliberation on Agenda Points
	1200 - 1300	Walk around LCF
	1300 - 1400	Working Lunch
	1400 - 1700	Deliberation on Agenda Points
	1900	Dinner hosted by LCF
12th July 2005	0930 - 1300	Deliberation on Agenda Points
	1300 - 1400	Working Lunch
	1400 - 1700	Deliberation on Agenda Points

AGENDA ITEM NO. 1

WELCOME REMARKS BY CHAIRPERSON

4. Professor Edward Newton, Chairperson, welcomed the Executive Committee Members. He thanked them for taking time out of their respective busy schedules to attend this meeting inspite of the unfortunate incidents of 7th July 2005.

AGENDA ITEM NO. 2

APOLOGIES SENT

5. FIT - U.S.A, IFM - France, NIFT - India, and UAM - Brazil had expressed inability to depute representatives to attend the meeting.
6. The Committee took on record the apologies sent by the aforementioned institutions.
7. The Secretary informed the Committee that, with six out of ten members attending, the quorum for the meeting was present and the proceedings could commence.
8. The Chairperson, thereafter, directed the Committee to proceed with deliberations of the Agenda points.
9. The Secretary, tabled before the Committee the comments on the Agenda received from IFM Paris vide IFM Mail dated 11th July 2005. The Chairman directed that these comments be taken into consideration whilst discussing the concerned Agenda points.

AGENDA ITEM NO 3

ADOPTION OF THE MINUTES OF THE 12TH MEETING OF THE EXECUTIVE COMMITTEE HELD AT RYERSON UNIVERSITY, CANADA

10. The Minutes of the 12th Meeting of the Executive Committee, held at Ryerson University, Toronto, Canada on 30th September and 1st October 2004 were unanimously approved and adopted by the Executive Committee.

AGENDA ITEM NO. 4

AUTHORISED REPRESENTATIVES

11. The Committee took note of the change in authorized representatives of the following Member Institutions: -

S.No.	Institution	Authorised Representatives	
		Previous	New
(a)	AMFI, The Netherlands	Dr. Pauline Terreehorst	Mr. J. W. Hofma
(b)	RMIT, Australia	(i) Ms. Maxine Sparks (ii) Ms. Karen Webster	(i) Mr. Keith Cowlshaw (ii) Prof. Harriet Edquist
(c)	Ryerson University, Canada	Ms. Mary McCrae	Prof. Linda Lewis
(d)	UAM, Brazil	Mr. Sergio Garrido Moraes	Ms. Carla Morcondes
(e)	UMIST, U.K.	(i) Dr. Chris Davies (ii) Prof. John Roberts	(i) Prof. Young (ii) Prof. Chris Carr

AGENDA ITEM NO. 5

ACTION TAKEN REPORT

12. The Secretary presented the Action Taken Report on matters arising out of the previous meetings. Committee expressed satisfaction that the Secretariat had completed action on all the pending issues.

AGENDA ITEM NO. 6

REPORT ON THE ACTIVITIES OF IFFTI

13. The Committee took note of the activities undertaken by the Secretariat. It appreciated the planning and efforts which had led to increase in Membership and collection of outstanding dues, thus providing an opportunity to the Foundation to invest in IFFTI initiatives.

AGENDA ITEM NO. 7

NEW MEMBERSHIP

14. The Committee endorsed the recommendations of the Sub-Committees, and decided to offer 'Associate' Membership to LDT Nagold and School of Design, IVTB, Mauritius.

15. The following Sub-Committees were formed for evaluation of applications of Keimyung University - Korea, Kasetsart University – Thailand and Georgian Institute of Fashion Design and Management – Georgia :-

- (a) Keimyung University :
 - (i) Prof. Edward Newton, The Hong Kong Polytechnic University, Hong Kong
 - (ii) Prof. Li Keling, Dong Hua University, P.R. China
- (b) Kasetsart University :
 - (i) Prof. Edward Newton, The Hong Kong Polytechnic University, Hong Kong
 - (ii) Mr. Satoshi Onuma, Bunka Women’s University, Japan
- (c) Georgian Institute of Fashion Design and Management :
 - (i) Ms. Sylvie Ebel, Institut Francais de la Mode, France
 - (ii) Ms. Janice Mee, De Montfort University, U.K.

AGENDA NO. 8

WORK PLAN OF IFFTI

Papers on Best Practice in Fashion Education

16. Ms. Elizabeth Rouse informed the Committee that there was diversity of views among the Evaluation Committee members nominated to review papers received under this initiative. She also stated that most of the abstracts do not represent the “Best Practice in Fashion Education”. What some consider as best practice has been practiced at other institutions for over a decade. Therefore, it may not be appropriate to publish them as Best Practice Papers.
17. It was also brought to the notice of the Committee that some of authors had left the institutions from which they had originally submitted their papers.
18. After detailed deliberations the Committee took following decisions :-
- (a) The six selected papers are to be published under the title ***“Reflections in Teaching and Learning in Fashion Education”*** instead of ‘Best Practices in Fashion Education’.
 - (b) The faculty whose papers have been selected for publication are to be given the incentive award of US\$ 1000.00 each, even if they are no longer with the parent institutions.
 - (c) This initiative is to be discontinued.

Travel Funding

19. Ms. Elizabeth Rouse informed the Committee that the response from the Evaluation Committee Members was prompt and there was consensus in the top five selected papers.
20. The Committee ratified the decision of Programmes Committee and commended Ms. Elizabeth Rouse and her team for the excellent work done.
21. Keeping in view the overwhelming response to this initiative and the fact that the Best Practice Initiative was being discontinued, the Committee decided to provide return airfare to ten Junior Faculty (instead of five at present) to present papers at the 2006 IFFTI Annual Conference.

Research

22. Secretary was directed by the Committee to send reminders to the members who had not yet submitted the Research Questionnaire. The information received from the institutions is to be compiled in a booklet form and circulated to IFFTI Member Institutions

AGENDA ITEM NO. 9

ELECTION BYE-LAWS

23. The draft Election Bye-Laws prepared by the IFFTI Secretariat were deliberated at length by the Committee. The Committee finally took the following decisions :-
 - (a) **The tenure of the Chairperson is to be reduced to 2 years from the present stipulation of 3 years.** This was because the Chairperson's responsibilities require attendance at all IFFTI meetings and active participation in IFFTI affairs. From his personal consideration, Professor Newton considered that it was very difficult to sustain such involvement and continuity over a period of 3 years owing to other commitments. At one stage, reduction of tenure to one year, was also debated. It was finally decided to curtail the tenure of Chairperson and Deputy Chairperson to 2 years. This will also permit more Members a chance to become Chairperson and Deputy Chairperson and lead to the enrichment to IFFTI culture.
 - (b) For the reasons mentioned in Sub-para 23 (a) above, the Committee also decided that **the existing stipulation that 'the Deputy Chairperson shall be the next Chairperson Designate and shall take over as Chairperson upon completion of the tenure / retirement of the Chairperson', is to be deleted.** Henceforth, all the Executive Committee Members would have the opportunity to be elected / nominated to the post of Chairperson upon retirement of the existing incumbent.
 - (c) **The Election Bye-Laws were approved subject to incorporation of the aforementioned amendments.** However, the Committee was of the view that, for the present, it would be more appropriate to continue the practice of the outgoing Executive Committee nominating the new Executive Committee Members from the Elective Category, instead of holding elections. This was because the Members were not yet familiar with the individuals representing various Member Institutions.

NEW EXECUTIVE COMMITTEE

24. In view of the foregoing the Committee decided to nominate the members from the Elective Category for the new Executive Committee. Geographical representation, active participation in IFFTI activities and contributions made towards IFFTI initiatives were kept in view while nominating the new Committee members.
25. After detailed deliberations, the composition of the new Executive Committee was decided as follows :-

Area	Number of Members in General Council	Representation in the New Executive Committee
America	<u>5</u> (i) FIT (iv) RYERSON (ii) FIDM (v) UAM (iii) NCSU	<u>INSTITUTION</u> <u>CATEGORY</u> <u>2</u> (i) FIT Permanent (ii) RYERSON Elective
Asia	<u>6</u> Regular + <u>2</u> Associate <u>REGULAR</u> <u>ASSOCIATE</u> (i) BUNKA (i) NANYANG (ii) DONGHUA (ii) PEARL (iii) FU JEN (iv) NIFT (v) HKPU (vi) TEMASEK	<u>4</u> (i) HKPU Permanent (ii) NIFT Permanent (iii) BUNKA Elective (iv) DONGHUA Elective
Australia	<u>3</u> (i) RMIT (iii) SI TAFE (ii) UTS	<u>1</u> RMIT Elective
Europe	<u>9</u> (i) AMFI (vi) LCF (ii) DMU (vii) MMU (iii) IFM (viii) POLIMODA (iv) BORAS (ix) UMIST (v) HUDDERSFIELD	<u>4</u> (i) IFM Permanent (ii) LCF Elective (iii) AMFI Elective (iv) HUDDERSFIELD Elective
Total	24 Regular + 2 Associate	11

26. In addition, North Carolina State University would be co-opted member on the Executive Committee for one year as they would be hosting the 2006 Annual Conference.

27. Thus the new Executive Committee would comprise following members :-

(a) **Permanent Category**

- (i) FIT, USA
- (ii) HKPU, Hong Kong
- (iii) IFM, France
- (iv) NIFT, India

(b) **Elective Category**

- (i) AMFI, The Netherlands
- (ii) Bunka, Japan
- (iii) Dong Hua, China
- (iv) Huddersfield, U.K.
- (v) LCF, U.K.
- (vi) RMIT, Australia
- (vii) Ryerson, Canada

(c) **Co-opted Member (For 1 Year)**

- (i) NCSU, USA

28. The new Executive Committee would assume responsibility at the 7th IFFTI Annual Conference scheduled to be held at Tokyo from 31st October to 5th November 2005.

AGENDA ITEM NO. 10

2005 ANNUAL CONFERENCE

- 29. Mr. Satoshi Onuma and Mr. Brian Leishman made a presentation on the activities planned at the 2005 Annual Conference. The proposed schedule of activities is placed at Enclosure 1 (Page 10).
- 30. The Committee appreciated the care taken to prepare an extensive schedule with attention to detail and wished Bunka good luck for the success of the Conference.
- 31. On a proposal to provide incentives to the winners of the Design Competition being conducted by Bunka as part of the IFFTI Conference, the Committee agreed to provide two return economy class airfares to the two winners (one from each category) of the Design Competition, to visit Japan for interaction with world renowned illustrator Prof. Isao Yajima of Japan at a subsequent time mutually convenient to all concerned. In case the winner was from Japan, he/she would be provided airfare to visit another IFFTI Member Institution, the arrangements for which would be undertaken by Bunka.

AGENDA ITEM NO. 11

VENUES OF FUTURE IFFTI MEETINGS

32. The Secretary tabled the letter forwarded by IFM expressing their preference to host the Annual Conference in 2008 in the new Design Complex being constructed, instead of 2006 as earlier agreed. He informed the Committee that in response to the subsequent efforts to find a replacement, NCSU, USA, DongHua University, PR China and IVTB Mauritius had offered to host the 2006 Annual Conference, whereas UAM, Brazil and UMIST, UK had agreed to examine the feasibility. After deliberations, the Committee decided to accept the offer of North State Carolina University, U.S.A. and thanked them for the second successive offer to host the Conference at short notice. Accordingly, the revised schedule of IFFTI Meeting was decided as follows :-

S.No.	Meeting	Venue	Period
a)	7th Annual Conference and 14th Executive Committee	Bunka Women's University, Tokyo, Japan	November 2005
b)	8th Annual Conference and 15th Executive Committee	North Carolina State University, Raleigh, USA	June 2006
c)	16th Executive Committee	FIT, New York, USA	November 2006
d)	9th Annual Conference and 17th Executive Committee	RMIT, Melbourne, Australia*	March / April 2007
e)	10th Annual Conference	Ryerson, Canada*	April 2008
f)	11th Annual Conference	Fu Jen, Taiwan / IFM, Paris	2009
h)	12th Annual Conference	Fu Jen, Taiwan / IFM, Paris	2010

* The representative of RMIT and Ryerson have agreed to send confirmations after discussing the offer with the concerned authorities.

33. The Committee also thanked DongHua University, PR China, IVTB, Mauritius, UAM, Brazil and UMIST, U.K. for volunteering to host the 2006 Annual Conference at short notice.

AGENDA ITEM NO. 12

IFFTI WEBSITE

34. Dr. Julia Gaimster, LCF offered a few recommendations for improvement of the website. The Secretary was asked to incorporate these and launch the website.

AGENDA ITEM NO. 13

ACCOUNTS AND FINANCE

35. **Membership Subscription.** The Secretary informed the Committee that most of the dues had been realized from the Members and only US \$7000 were pending from Temasek, UAM and Nanyang towards outstanding subscriptions of previous years. The Committee

asked the Secretary to convey to the authorized representatives of Temasek, UAM and Nanyang that their Institutions may lose the privileges of IFFTI Membership in case the outstanding dues towards Membership Subscription were not settled before the next IFFTI Annual Conference scheduled to be held at Tokyo in November this year.

36. **Conference Fee.** Presently two authorized representatives from each Member Institution are invited to attend the Conference free of charge, irrespective of whether the Institution is a 'Regular' or an 'Associate' Member. Keeping in view the different rates of the Membership Subscription being paid by the two types of Members, the Committee decided that, henceforth only one authorized representative from 'Associate' Members would be invited to attend the Annual Conference free of charge. In the case of 'Regular' Members, the existing practice of two free delegates per Institution is to continue. All additional delegates would be required to pay a Conference Fee of US\$ 300 per head.
37. **Balance Sheet.** After detailed deliberations, the Committee approved and adopted the audited Balance Sheet as at 31st March 2005, placed at Annexure XXI of the Agenda, and expressed satisfaction at the Statement of Financial Affairs of the Foundation.
38. **Budget.** The Committee approved the proposed Budget for 2005-2006 placed at Annexure XXII of the Agenda.
39. The Committee commended the Secretary for prudent management of financial affairs and aggressive follow up, which had resulted in healthy reserves.

AGENDA ITEM NO. 14

EXTENSION OF TENURE OF SECRETARY

40. The proposal for extension of tenure of Commodore Vijay (Retd.) as Secretary of IFFTI was considered by the Executive Committee. The Committee agreed that the incumbent was doing a good job and fulfilling the need of IFFTI. It was therefore decided to extend his tenure for a further period of 3 years from 1st August 2005 to 31st July 2008.

AGENDA ITEM NO. 15

ANY OTHER ITEM

41. The Chair thanked London College of Fashion for the wonderful arrangements and the Committee members for their positive inputs.
42. There being no further points, the meeting was declared closed.

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Schedule of Events for the 7th Annual IFFTI Conference

Oct. 31	1130-1200	Reception
	1200-1330	Welcome Lunch for IFFTI Members
	1330-1430	IFFTI Fashion Design Drawing Contest – Final Judging
	1440-1600	Bunka Campus, Costume Museum Tour and High Tech Exhibition
	1600-1800	Executive Committee Meeting – Opening Session
Nov. 1	0830-0900	Reception
	0900-1100	General Council Meeting – Session One
	1100-1140	Student Fashion Show
	1145-1245	Lunch
	1245-1500	General Council Meeting – Session Two
	1500-1530	Tea, Coffee and Refreshments
	1530-1830	IFFTI Paper Presentations – Theme of the Conference
	1530-1830	Junior Faculty Paper Presentation – IFFTI Junior Faculty Initiative
Nov. 2	0900-0930	Reception
	0930-1200	Annual Conference – Session One
	1200-1330	Lunch
	1330-1420	Junko Koshino – Japanese Designer – Special Guest Presentation ‘Japanese Sensitivity and Fashion’
	1430-1700	Annual Conference – Session Two
	1730-1830	Executive Committee Meeting – Closing Session
	1930-2100	Banquet Hosted by Mr. Sunao Onuma, President of Bunka Women’s University
Nov. 3	0900-0930	Reception
	0930-1200	Bunka Fashion Forum – Panel Discussion One
	1200-1300	Lunch
	1300-1400	Mr. Atsuro Tayama – Japanese Designer – Special Guest Presentation ‘ Global Fashion from the Designer’s Perspective’
	1415-1700	Bunka Fashion Forum – Panel Discussion Two
	1730-1830	Fashion Show – TBA
Nov. 4		Sight-seeing Excursion – One Day
Nov. 4 & 5		Sight-seeing Excursion – Two Days