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**AGENDA ITEMS FOR THE THIRD EXECUTIVE COMMITTEE MEETING OF  
IFFTI SCHEDULED TO BE HELD ON 5 – 6 JUNE, 2000 AT THE PREMISES OF  
LONDON COLLEGE OF FASHION, LONDON**

The meeting will at the outset take note of the fact that Mr. Shyamal Ghosh, Secretary (Textiles) & Chairman – NIFT, previously elected as Chairman of the Board of IFFTI of the Executive Committee in November 1998 has left his position in Government of India for some other assignment with the Government. Mr. Anil Kumar has come in his position as Secretary (Textiles) & Chairman – NIFT.

In terms of protocol, Mr. Edward Newton, the Vice Chairman who chaired the proceedings of the Committee/Board of IFFTI at Sao Paulo in November 1999 in the absence of Mr. Shyamal Ghosh, will take the chair at the commencement of the meeting at London and invite Mr. Anil Kumar to take the Chair. Under the provisions of the Agreement the Chairman holds office for a period of 2 years and the turn of India will expire in November 2000 at the time of the Third Annual Conference of IFFTI at London. At the conclusion of this Conference, a new Chairman will assume charge for a period of 2 years.

**AGENDA ITEM NO. 1**

**WELCOME REMARKS BY CHAIRMAN – IFFTI**

Mr. Anil Kumar, Secretary (Textiles), Government of India & Chairman – NIFT and Chairman, Board of Directors of IFFTI/Executive Committee will make his initial remarks after his formal election.

## **AGENDA ITEM NO. 2**

### **LEAVE OF ABSENCE**

In response to the invitation sent by the Secretariat following Member Institutions have come to attend the meeting.

1. NIFT – India
2. IFM – Paris
3. NTU – UK
4. HKPU – China
5. UAM – Brazil
6. LCF – UK (in their capacity as the Hosting Institution for the Conference)

Leave of absence may be granted to the following Institutions:

1. FIT – New York
2. China Textile University – Shanghai, China
3. University of Technology (UTS) – Sydney, Australia

In addition to the above, Dr. David Brookstein, Dean & Professor of Philadelphia University, USA was called upon as a Special Invitee to contribute his ideas regarding the Third Annual Conference at London, but he has expressed his inability to attend the same.

The Secretariat has received information that Mr. David Elson of NTU, UK would not be in a position to attend the Executive Committee Meeting on account of unavoidable prior commitments and he has therefore requested that Ms. Brenda Sparkes would represent him.

In the case of Mr. Airton F. Embacher, the Secretariat has received information that he has authorized Mr. Amnon Armoni, Institut Francais de la Mode, Paris to represent his Institution and handle all the agenda items pertaining to the Brazil Conference.

### **AGENDA ITEM NO. 3**

#### **ADOPTION OF THE MINUTES OF THE SECOND ANNUAL CONFERENCE OF IFFTI HELD AT UNIVERSIDADE ANHEMBI MORUMBI, SAO PAULO, BRAZIL ON 17 – 19 NOVEMBER 1999**

The Member Institutions were requested to give their comments on the minutes of the Second Annual Conference of IFFTI. Ms. Josephine Loh, the distinguished representative of the Member Institution of IFFTI, Temasek Polytechnic, Singapore, had contacted the CEO – IFFTI after the Conference expressing her reservation on the minutes pertaining to the provision for permanent membership for 5 Institutions on the Executive Committee and the amendment proposed to be made to the bye-laws of IFFTI Society. Since, the Secretariat had recorded the minutes truthfully according to the discussions and final decision arrived at in the meeting, the CEO referred the matter to the then Chairman of the Board of IFFTI (Prof. Edward Newton of HKPU, China) and sought his ruling on this point. Prof. Newton confirmed that the minutes truthfully represented the decision taken in the meeting and accordingly the minutes stand adopted.

There were no other changes or amendments proposed to the minutes of the Conference. The Executive Committee is requested to adopt the minutes of the Conference.

#### **AGENDA ITEM NO. 4**

#### **REPORT OF THE CEO, IFFTI, TO THE EXECUTIVE COMMITTEE ON VARIOUS DEVELOPMENTS SINCE NOVEMBER, 1999 INCLUDING BRINGING OUT THE IFFTI QUARTERLY PUBLICATION ON THE WEBSITE**

At the outset, the Secretariat would like to state very frankly that the period between December 1999 and May 2000 has been very hectic for the individual Member Institutions as majority of them were concerned and pre-occupied with their own programmes and activities relating to the Millennium celebrations and other national events. The Secretariat was not therefore in a position to get them involved in any serious activity during this period with regard to IFFTI matters. It is in this context, the Secretariat has not been able to secure or procure materials for publication in the Web based quarterly of IFFTI to be brought out from February, 2000.

However, the Secretariat has completed some of the routine but important items of work during this period.

- The Second IFFTI Conference concluded on 19<sup>th</sup> November 1999. Before the delegates departed, the Secretariat arranged to hand over the minutes of the Second Annual Conference and report of the Working Groups along with action plan based on their recommendations.
- Member Institutes have been sent intimation regarding remittance of Annual Membership fees.
- Letters have been faxed/emailed to all the Member Institutes for getting materials to be published in the IFFTI quarterly periodical.
- Entertaining formal and informal inquiries from various institutions/individuals:-
  - (a) Institute for the Fashion Industries Business School, Japan
  - (b) Hame Polytechnic University of Art & Design, Finland
  - (c) Wizo College of Design, Israel
  - (d) University of Zagreb, Croatia
  - (e) Deutsche Meisterschule, Germany
  - (f) Harrods School of Applied and Allied Sciences, Karachi, Pakistan
- In consultation with the Chairman and the other members of the Executive Committee, meeting dates at London in the premises of the host Institution, London College of Fashion, were fixed.
- The agenda items of the meeting of the Executive Committee as well as the agenda items for the Third Annual Conference at London, UK and the agenda items for the Meeting of the Board of Directors of IFFTI during this Conference have all been finalized and submitted to the Executive Committee.

- IFFTI website as an extension on NIFT has been set up.

## **AGENDA ITEM NO. 5**

### **FINALISATION OF THE AGENDA ITEMS FOR THE THIRD ANNUAL CONFERENCE OF IFFTI AND THE AGENDA ITEMS FOR THE MEETING OF THE BOARD OF DIRECTORS OF IFFTI SCHEDULED TO BE HELD ON 8 – 10 NOVEMBER, 2000 AT LONDON COLLEGE OF FASHION AS PER THE INVITATION OF LONDON COLLEGE OF FASHION, LONDON**

Under Article IX of the Agreement, the CEO, will, in consultation with the Chairman/ Executive Committee, submit draft Agenda for the next Conference. He could, however, change or include any agenda item of the Conference in the light of the subsequent suggestions received from Member Institutions.

“The Agenda for the Board meeting will be drawn and circulated by the CEO, three months prior to the Annual Conference. The agenda for the Annual Conference as distinct from the Agenda of the Board Meeting will be finalized by the CEO in consultation with the Member Institution hosting the Conference of the IFFTI in his/ her country.

In the light of the above provisions, the draft Agenda items for the IFFTI Annual Conference at London in November, 2000 and the draft Agenda items for the Third meeting of the Board of Directors of IFFTI during this period are proposed as follows:

#### **Draft Agenda for the Conference at London, UK on 8 – 10 November, 2000**

Prior to the commencement of the Conference, it is proposed to hold an International Conference at Students and Faculty of various Fashion Schools across the globe (not only IFFTI members) on the subject “**Fashion Education at the Cross Roads of the 21<sup>st</sup> Century**”.

Initial discussions have been held with Ms. Sandra Holtby, Head of London College of Fashion, UK on the possibility of holding Student/ Faculty Meet on 6 – 7 November, 2000. LCF is quite happy with the idea as this would enable the message and awareness of IFFTI to spread to the roots of the Colleges and would help in achieving the aims of IFFTI i.e., globalisation and mobility of fashion education.

LCF would work out the arrangements regarding the accommodation of students and faculty in terms of cost and distance and would inform the IFFTI Secretariat very shortly. They would request the Member Institutions to nominate the number of faculty and students at the earliest since they would be accommodated at the University hostel.

<b><u>7 November 2000</u></b> <b>Tuesday</b>	<ul style="list-style-type: none"><li>• Arrival of the delegations from different Member Institutions and invited observers/designers/industry</li></ul>
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	<p>representatives and other dignitaries for the Conference.</p> <ul style="list-style-type: none"> <li>• In the evening, the Executive Committee will hold its meeting to decide on the modalities of transacting business at the Conference and other related issues.</li> <li>• There will also be the meetings of the three working groups on subject matters to be presented before the Board subsequently.</li> </ul>
<b><u>8 November 2000</u></b> <b>Wednesday</b> <b>9.00 AM – 10.00 AM</b>	At the venue of the Conference, the Board of IFFTI meets and after disposal of a few agenda items disburse.
<b>10.00 AM – 10.30 AM</b>	Tea break
<b>10.30 AM – 11.00 AM</b>	Formal inauguration of the IFFTI Conference/Opening Ceremony.
<b>11.00 AM – 1.00 PM</b>	<b><u>Conference Theme</u></b> <b>Visioning the Future – The Industry.</b>
<b>1.00 PM – 2.00 PM</b>	<b>Lunch</b>
<b>2.00 PM – 5.30 PM</b>	Conference proceedings continue..
<b>7.00 PM</b>	<ul style="list-style-type: none"> <li>• A Design Collection to be organized by NIFT – India.</li> <li>• Dinner</li> </ul>
<b><u>9 November 2000</u></b> <b>Thursday</b> <b>9.00 AM – 11.00 AM</b>	Meeting of the Board of Directors of IFFTI.
<b>11.00 AM – 1.00 PM</b>	The Conference proceeds
<b>1.00 PM – 2.00 PM</b>	<b>Lunch</b>
<b>2.00 PM – 5.00 PM</b>	Meeting of the Board of Directors continued.
<b>7.00 PM</b>	<ul style="list-style-type: none"> <li>• IFFTI International fashion collections</li> <li>• Dinner</li> </ul>

<p><b><u>10 November 2000</u></b>  <b>Friday</b>  <b>10.00 AM – 11.30 AM</b></p>	<ul style="list-style-type: none"> <li>• The meeting of Board of IFFTI</li> <li>• Adoption of the minutes</li> </ul>
<p><b>11.30 AM – 1.00 PM</b></p>	<ul style="list-style-type: none"> <li>• Plenary Session at which IFFTI members/Observers/ invited dignitaries will be present and the Secretariat will apprise them of the outcome of the Conference, Plan of action and direction for the future.</li> <li>• Vote of thanks.</li> </ul>
<p><b>1.00 PM</b></p>	<p style="text-align: center;"><b>Lunch</b></p> <ul style="list-style-type: none"> <li>• After lunch the delegates can leave for their respective destinations or other weekend programmes.</li> </ul>

**Draft Agenda for the 3<sup>rd</sup> Meeting of the Board of Directors of IFFTI at London, UK  
at 9.00 AM on 8<sup>th</sup> November, 2000.**

1. Welcome remarks by Chairman, IFFTI.
2. Leave of Absence.
3. Adoption of the minutes of the second meeting of the Board of Directors of IFFTI held at Sao Paulo, Brazil in November, 1999.
4. A report on the activities of IFFTI during 1999 – 2000 to be presented by the CEO, including adoption of the minutes of the Executive Committee of the Board held at London on 5 – 6 June, 2000.
5. Brief presentation by each of the Members of IFFTI on the various happenings in their Institutions. The papers to be received in advance from them will be enclosed to this agenda item.
6. Adoption of the work plan of IFFTI for 2000 – 2001 in terms of recommendations received from the three groups whose deliberations would have taken place on 7<sup>th</sup> November 2000.
7. Adoption of the budget of IFFTI for 2000-2001.
8. Admission of the Associate Members of IFFTI in terms of decision already arrived at in the meeting of the Board of IFFTI at Sao Paulo in November 1999.
9. Any other item to be taken up with the permission of the Chair.
10. Dates and venue for the next Conference of IFFTI and the theme of the Conference.

Invitation for the Conference at London will be sent to Observers who attended the New Delhi and the Sao Paulo Conferences and also various Industry Representatives / Associations. Invitation will also be sent to Multilateral Institutions like World Bank, UNDP, IMF, UNIDO, WTO, ITC, UNTAD to come as Observers and distinguished invitees.

It is also proposed to charge UK Pounds 275 per Observer/Industry Associations/ Individual willing to attend the Conference. The amount so collected will be credited to IFFTI Account to build up the Corpus fund.

**AGENDA ITEM NO. 6**

**A PRESENTATION OF THE DEVELOPMENT OF IFFTI WEBSITE BY UAM,  
SAO PAULO, BRAZIL AS AGREED TO BY THEM AT THE TIME OF THE  
SECOND ANNUAL CONFERENCE OF IFFTI  
AT SAO PAULO IN NOVEMBER, 1999.**

UAM representatives will make this presentation as confirmed to the Secretariat.

**AGENDA ITEM NO. 7**

**SOME IDEAS TO BE PUT FORWARD BY MR. AMNON ARMONI, IFM, PARIS**  
**ON WEB-BASED IFFTI NETWORKING AND**  
**PROSPECTS FOR E-COMMERCE.**

There will be a detailed discussion on this subject after presentation by Mr. Amnon Armoni, IFM, Paris.

**AGENDA ITEM NO. 8**

**A REVIEW OF THE REPORTS OF THE THREE WORKING GROUPS AND  
FURTHER PLAN OF ACTION ON THE SAME**

CEO will make a presentation on this subject.

**AGENDA ITEM NO. 9**

**ADOPTION OF THE BUDGET OF IFFTI FOR 2000 AND PROPOSALS FOR 2001**

As on date under the IFFTI Account No. 41629 maintained by NIFT at Canara Bank, Green Park Extension, New Delhi, there is an amount of US \$ 34,850 representing Membership Fee contributions received from 18 members for the year 1999 – 2000. The contribution from the members for the current year has not yet been received so far and correspondence is going on for the same.

At this juncture it is proposed that a Corpus Fund of US \$ 15,000 be put in Fixed Deposits so as to maximize the returns.

The Accounts of IFFTI have been audited by a Chartered Accountant for the year November 1998 – October 1999 and the certificate is placed herein. The details of the expenditure incurred by NIFT are given

**A. EXPENDITURE INCURRED FROM 14/11/98 TO 13/10/99**

*(Figures in US Dollars)*

		Per Month	For 11 Months
1.	Administrative Expenditure	500	5,500
2.	Secretarial Assistance	250	2,750
3	Legal and Professional Charges		666
4	Audit Fees		110
	<b>TOTAL</b>		<b>9,026</b>

**B. EXPENDITURE FROM 14/10/99 TO 31/3/2000**

*(Figures in US Dollars)*

		Per Month	For 5 ½ Months
1.	Administrative Expenditure	500	2,750
2.	Secretarial Assistance	250	1,375
3	Faculty Assistance	500	2,750
4	Consultant's fee for preparation of the Conference theme paper for the Sao Paulo Conference		2,220
	<b>TOTAL</b>		<b>9,235</b>

**C. PROJECTED INCOME AND EXPENDITURE STATEMENT**

**Income upto 31<sup>st</sup> March, 2001.**

*(Figures in US Dollars)*

1.	Funds available with the Bank	34,850
2.	Membership fees for the year 2000 – 2001. (21 x US \$ 2000)	42,000
3.	Observers fee / Associate fee (anticipated)	5,000
	<b>TOTAL</b>	<b>81,850</b>

**D. EXPENDITURE TO BE INCURRED FROM 1<sup>ST</sup> APRIL, 2000  
TO 31<sup>ST</sup> MARCH, 2001**

*(Figures in US Dollars)*

Per Month

For 12 Months

1.	Administrative Expenditure *	500	6,000
2.	Secretarial Assistance	250	3,000
3.	Faculty Assistance	500	6,000
4.	Audit Fees		170
	<b>TOTAL</b>		<b>15,170</b>

\* This administrative expenditure is being borne by NIFT on items like photocopying, telephone charges, fax, email, conveyance and traveling expenses, computer and other infrastructure which is to be reimbursed to NIFT. The amount shown is on lump-sum basis.

**E. FUNDS EXPECTED TO BE AVAILABLE WITH IFFTI BY 31<sup>ST</sup> MARCH,  
2001 FOR OTHER ACTIVITIES**

*(Figures in US Dollars)*

Funds expected to be available by 31 <sup>st</sup> March 2001 as at 'C' above		81,850
Expenditure upto 13 <sup>th</sup> October, 1999 at 'A'	9,026	
Expenditure from 14 <sup>th</sup> October, 1999 to 31 <sup>st</sup> March, 2000 at 'B' above	9,235	
Expenditure expected to be incurred from 1 <sup>st</sup> April, 2000 to 31 <sup>st</sup> March, 2001 as at 'D' above.	15,170	
<b>TOTAL</b>		<b>33,431</b>
Balance expected to be available for other activities		48,419



**AGENDA ITEM NO. 10**

**CONSIDERATION OF THE COMMUNICATION RECEIVED FROM  
MR. EDWARD NEWTON, HKPU, HONG KONG, CHINA, ON THE VENUE OF  
THE FOURTH ANNUAL CONFERENCE OF IFFTI.**

Mr. Edward Newton has sent to the Secretariat the following message vide his letter dated 8<sup>th</sup> May, 2000.

*“ .... I am experience difficulty with organizing the IFFTI Conference in Hong Kong in 2001 as agreed. This is due to an unforeseeable clash with another Conference. It would be helpful if Hong Kong could defer until 2002 when we would be very happy to hold the Conference in Hong Kong. I hope that another Institute can host the Conference in 2001.”*

The Executive Committee can deliberate on this issue and decide on the venue of the next Annual Conference.

**AGENDA ITEM NO. 11**

**ANY OTHER ITEM WITH TO BE TAKEN UP WITH THE PERMISSION OF  
THE CHAIRMAN**