

ENCLOSURE 1
(8 PAGES)

Meeting	Opening Session of the 31 st Meeting of the Executive Committee	
Date	Monday 27 th January, 2014	
Time	1330 hours to 1800 hours	
Location	Bunka Gakuen University, Tokyo	
Attendance	<p>(a) <u>Chair</u></p> <ul style="list-style-type: none"> • Ms. Tina Guglielmino, School of Fashion and Textiles, RMIT, Australia <p>(b) <u>Regional Members</u></p> <ul style="list-style-type: none"> • Prof. Frances Corner, London College of Fashion, U.K. – Chair, Education Initiative Sub-Committee • Ms. Sylvie Ebel, Institut Francais de la Mode, France-Chair Finance Sub-Committee • Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia – Chair, Research Sub-Committee • Dr. Giacomo Oliva, Fashion Institute of Technology, U.S.A. – Deputy Chair, Membership Sub-Committee • Ms. Souraya Bouwmans-Sarraf, Amsterdam Fashion Institute, The Netherlands – Deputy Chair, Education Initiative Sub-Committee • Dr. Li Jun, Donghua University, P.R. China-Deputy Chair Finance Sub-Committee • Dr. Karen Leonas, North Carolina State University, U.S.A. – Member • Mr. Hajime Endo, Bunka Gakuen University, Japan – Member • Ms. Kay McMahon, Queensland University of Technology, Australia – Member <p>(c) <u>Chair Emeritus</u></p> <ul style="list-style-type: none"> • Prof. Edward Newton <p>(d) <u>Co-opted Member</u></p> <ul style="list-style-type: none"> • Dr. Satoshi Onuma, Retiring Chair <p>(d) <u>Special Invitees</u></p> <ul style="list-style-type: none"> • Mr. George Bouvier, Polimoda-Institution Hosting the next Conference <p>(e) <u>Member Secretary</u></p> <ul style="list-style-type: none"> • Commodore Vijay Chaturvedi (Retd.)-Secretary General 	
Welcome	Ms. Tina Guglielmino welcomed the Executive Committee members. She hoped that the Committee would engage in meaningful deliberations on the issues concerning the foundation.	
Items	Discussions/Outcomes	Action
1. Previous Minutes	1.1 The minutes of the 30th meeting of the Executive Committee held on 19 th and 20 th September, 2013 at RMIT, Australia were adopted as circulated.	Secretary

**2.
New Executive
Committee**

The Chairperson convened the new Executive Committee comprising following members:-

I Regional member				
S.No.	Region	Member	Authorized Representative	Tenure
A	Americas	(i) FIT, USA	Dr. Giacomo Oliva	Until 2018 Annual Conference
		(ii) NCSU, USA	Dr. Karen Leonas	Until 2016 Annual Conference
B	Asia	(iii) Bunka, Japan	Mr. Hajime Endo	Until 2016 Annual Conference
		(iv) Donghua, P. R. China	Prof. Li Jun	Until 2018 Annual Conference
		(v) NIFT, India	Mr. P. K. Gera	Until 2018 Annual Conference
C	Europe	(vi) AMFI, The Netherlands	Ms. Souraya Bouwmans - Saraff	Until 2016 Annual Conference
		(vii) IFM, France	Ms. Sylvie Ebel	Until 2016 Annual Conference
		(viii) LCF, UK	Dr. Frances Corner	Until 2018 Annual Conference
D	Oceania	(ix) RMIT, Australia	Prof. Robyn Healy	Until 2018 Annual Conference
		(x) QUT, Australia	Ms. Kay McMahon	Until 2018 Annual Conference
II Chair Emeritus				
		(xi) Prof. Edward Newton		
III Co-opted Members				
		(xii) Chair Membership Sub-Committee	Ms. Tina Guglielmino	Until 2016 Annual Conference
		(xiii) Retiring Chair	Dr. Satoshi Onuma	Until 2016 Annual Conference
IV Member Secretary				
		(xiv) Commodore Vijay Chaturvedi (Retd.)		

Secretary

**3.
Election of
Chairperson and
Deputy
Chairperson**

3.1 The Secretary informed the Executive Committee that in accordance with the decision taken at the last Executive Committee Meeting ,the following process was undertaken to elect the new Chairperson and the Deputy Chairperson.

3.1.1 Nominations were invited for the post of the new Chairperson and the Deputy Chairperson from the new Executive Committee members. The responses received by the Secretariat are given below:-

Decisions:

S. No.	Institution	Member	Chairperson	Deputy Chairperson
(a)	London College of Fashion, UK	Prof.Frances Corner	Yes	No
(b)	National Institute of Fashion Technology, India	Mr.P.K.Gera	Yes	No
(c)	Royal Melbourne Institute of Technology, Australia	Prof.Robyn Healy	Yes	Yes
(d)	Fashion Institute of Technology, USA	Dr.Giacomo Oliva	No	No
(e)	North Carolina State University, USA	Dr.Karen Leonas	No	No
(f)	Amsterdam Fashion Institute (Hogeschool), The Netherlands	Ms. Souraya Bouwmans - Saraff	No	No
(g)	Institut Francais de la Mode, France	Ms. Sylvie Ebel	No	No
(h)	Bunka Gakuen University, Japan	Mr. Hajime Endo	No	No
(i)	Queensland University of Technology (QUT), Australia	Ms. Kay McMahon	No	No
(j)	Donghua University, P. R. China	Prof. Li jun	No	No

3.1.2 The Secretariat thereafter asked the members of the new Executive Committee to vote to elect the new Chairperson and the Deputy Chairperson from amongst the nominated members.

3.2 He explained that the documents connected with the nominations and voting were reviewed by the Chairperson.

Secretary

	<p>3.3 The following had received the maximum votes:-</p> <p>(a) For the post of Chairperson – Prof.Frances Corner (b) For the post of Deputy Chairperson – Prof.Robyn Healy</p> <p><u>Decision:</u> 3.4 The Executive Committee ratified the results of voting and elected Prof.Frances Corner and Prof.Robyn Healy to the posts of Chairperson and Deputy Chairperson respectively. Their tenure will be for two years.</p>													
<p>4. IFFTI Membership</p>	<p>4.1 Ms.Tina Guglielmino Chair Membership Sub-Committee explained that IFFTI Secretariat had received one application for IFFTI Membership and two applications for Upgradation of Membership.</p> <p>4.2 The applications were evaluated by the Membership reviewed Sub-Committee ,The Committee recommended the following :</p> <table border="1" data-bbox="305 716 1382 968"> <thead> <tr> <th>S.no.</th> <th>Institution</th> <th>Recommendation</th> </tr> </thead> <tbody> <tr> <td>a)</td> <td>École Duperré School</td> <td>To be offered Regular Membership</td> </tr> <tr> <td>b)</td> <td>BGMEA Institute of Fashion & Technology ,Bangladesh</td> <td>To be upgradated to Regular Member</td> </tr> <tr> <td>c)</td> <td>Arch Academy of Design, India</td> <td>To be upgradated to Regular Member</td> </tr> </tbody> </table> <p><u>Decision:</u> 4.3 The Committee ratified the recommendation of Membership Sub-Committee.</p>	S.no.	Institution	Recommendation	a)	École Duperré School	To be offered Regular Membership	b)	BGMEA Institute of Fashion & Technology ,Bangladesh	To be upgradated to Regular Member	c)	Arch Academy of Design, India	To be upgradated to Regular Member	<p>Secretary</p>
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<p>5. Membership Sub-Committee</p>	<p>5.1 Ms.Tina Guglielmino provided an update on the tasks assigned to the Membership Sub-Committee.</p> <p>5.2 Review of composition of Sub-Committees: This was completed and the revised Members attended the Sub-committee Meetings.</p> <p>5.3 Election of Chair and Deputy Chairperson of Sub-Committees: The following Deputy Chairs were nominated:</p> <p>a) Education Initiative Sub-Committee Chair :- Dr. Karen Leonas, North Carolina State University b) Research Sub-Committee Deputy Chairs:- Mr. Tony Kent and Prof. Dany Jacobs</p> <p><u>Corporate Sponsorship:</u></p> <p>5.4 Ms.Tina Guglielmino stated that originally it was proposed to have three categories of Corporate Sponsorship namely, Gold, Silver, Bronze. However; it was now recommended that we maintain only one category of Gold's sponsorship of an amount of USD 5000.</p> <p>5.5 The Sponsors will enjoy following benefits:- a) Access to IFFTI Members. b) Endorsement from IFFTI. c) Would be on IFFTI Websites.</p>	<p>Ms.Tina Guglielmino</p> <p>Secretary</p>												

	<p>d) Their website link would be on IFFTI website.</p> <p>5.6 Thereafter, the discussions were held on how to utilize the money received from sponsors.</p> <p>Decision: 5.7 It was finally decided that Lectra would sponsor the Senior Faculty awards, whereas, the money received from Pearl Academy would be utilized to pay for increase in numbers of Junior Faculty and PG/Research awards.</p>	
<p>6. Development of New IFFTI Website</p>	<p>6.1 Ms. Tina Guglielmino informed that IFFTI Secretariat have forwarded sample of the new website but the PR and Marketing Sub-Committee did not have time to meet till now. They would do so during the Conference and provide inputs for upgrading the website.</p>	<p>Ms. Tina Guglielmino</p> <p>Secretary</p>
<p>7. IAF Agreement</p>	<p>7.1 Ms. Souraya Bouwmans-Sarraf tabled the revised draft of the agreement between IAF and IFFTI. She stated that the draft has been approved by the IAF Board.</p> <p>7.2 The Committee scrutinized the draft and approved it with minor amendments.</p> <p>7.3 It was agreed that the same would be jointly signed by Secretary Generals of IAF and IFFTI sometimes during the conference.</p> <p>7.4 Ms. Souraya Bouwmans-Sarraf then gave an overview of the designer award and student competition being programmed by IAF in which IFFTI will be welcome to participate.</p>	<p>Secretary</p>
<p>8. Education Initiative Sub-Committee</p>	<p>8.1 Prof. Frances Corner gave an over view of the deliberations of the Education Initiative Sub-Committee.</p> <p>8.2 <u>Faculty Exchange Initiative</u></p> <p>All members to promote the Faculty Exchange Initiatives at the General Council meetings and within their regions.</p> <p>It was noted that the criteria for judging who is to be granted an award is kept very simple, however, it was agreed that once an award is received, applicants would not be eligible to apply again for a further 2 years.</p> <p>It was noted that the subcommittee would like to grow the Faculty Exchange Initiative to</p>	<p>Prof. Frances Corner</p>

support 10 awards per year.

It was further felt that a short abstract of the 1500 word post-exchange report should be produced for the website as this would be more accessible for other members.

It was also suggested that the report could include practicalities such as accommodation recommendations and suggested places to visit and it was agreed that this is something the subcommittee might like to consider formally requesting following the next set of exchanges.

8.3 Conference Workshop

The use of a discussion panel and the collaboration of the Research and Education Initiatives Subcommittees was expected to encourage informal ways of sharing experiences in teaching and research amongst members institutions.

It was suggested that those participants that had prepared a formal slide presentation to support their contribution to the panel discussion could have these made available on the IFFTl website, if they wished, and that Commodore would put out a call for them once the conference was over.

If successful, the subcommittee felt that this format of event may serve to encourage more interaction among members and would open up more opportunities for dialogue. It was felt that this could be a way of encouraging participants to become more involved in order to really gain something from the experience. It was agreed that more interaction should be encouraged through, for example, the circulation of papers beforehand, sharing of best practice and more discussion.

The Sub-Committee were keen to further develop this educational strand and ensure it features more strongly within future conferences. It was felt that the importance of teaching being seen as research should be emphasized and that themes explored at previous conference, such as assessment (LA conference), could be picked up again under this.

It was felt that feedback about the format of the workshop/panel discussion would be sought from participants after the conference. The subcommittee also felt that in future it might be possible to build on a survey of participants and attendees to see how they feel about different ways of presenting.

8.4 Leadership

The Sub -Committee were keen to support the idea of developing leadership and sharing expertise on academic leadership as part of conference programmes going forward, or as conference workshops/panel discussions sitting alongside the main conference agenda. This could include things like keynote speeches on issues such as managing change or workshops/panel discussions on issues around the development of academic leadership amongst staff, academic administration and mentoring. It was felt in particular that, for an organisation such as IFFTl where there is so much expertise amongst members, the encouragement of mentoring should be seen as an important way forward.

There was support for the idea that we should encourage further initiatives at IFFTl to involve attendees or junior faculty either by inviting them to take part in workshops or to present papers. It was felt this could also be formalized with networking events and opportunities for new attendees to meet members of the Executive Committee to learn

	<p>more about IFFTI and the work we do.</p> <p>It was also felt that a great deal of expertise exists within regions and that regional meetings should be used to support the sharing of expertise and the development of academic leadership.</p> <p>8.5 Lobbying</p> <p>There was strong support from the subcommittee for IFFTI to begin to use its influence more effectively to lobby both in terms of industry and Government approaches to fashion education. It was felt that this could be achieved through, for example, the staging of exhibitions or seminars on either a regional basis or with a view to touring different IFFTI member institutions.</p> <p>It was noted that many institutions are developing incubator units and that there is an opportunity to share experience and relationships with industry which will help to support the development of the fashion industry.</p> <p>It was agreed that IFFTI membership and conference attendance represented a great opportunity for staff development and this should be better promoted within member institutions. It was also agreed that the website needs to promote IFFTI's significance within the field of global fashion education more overtly and that the opportunities for staff development and mentoring should be emphasized.</p> <p>It was also felt that IFFTI can support reputational building of institutions and help to develop a sense that we are all involved in fashion education and compliment each other rather than being in competition. It was agreed that IFFTI needs to work to ensure we emphasize that we cover aspects of fashion education worldwide.</p> <p>8.6 Regional Meeting</p> <p>There was strong support for regional meetings to be organized and that it was the responsibility of the Executive Committee to ensure this was promoted as part of the annual programme. It was felt that regional meetings would allow members to take forward factors such as academic leadership and promotion of lobbying and the Faculty Exchange Initiative. These meetings could be organized via tele- or video-conferencing where it is not possible to arrange a physical meeting.</p> <p>Decision: 8.7 The Committee unanimously approved the recommendations of the Sub-Committee.</p>	
<p>9. Research Sub-Committee</p>	<p>9.1 Prof.Robyn Healy briefed the Committee on the deliberations of the Research Sub-Committee.</p> <p>9.2 The Committee appointed Professor Anthony Kent, Nottingham Trent University and Professor Dany Jacobs, University of Amsterdam, Artez and HAN Universities Arnhem as joint Deputy Chairs.</p> <p>The review process undertaken by the committee for The Power of Fashion conference was appraised. It was noted that the number of people delivering papers was lower than previous conferences due to several factors including the earlier conference date, short submission lead time and the more rigorous review process. The committee will continue to assist the conference host with the review process to strengthen research outcomes and benchmark the conference proceedings in the field supporting consistent review processes and quality research outcomes. The next stage will involve development of the review template for creative works and investigating the potential to incorporate diverse modes of presentation. The conference at Polimoda Fashion School, Florence</p>	<p>Prof.Robyn Healy</p>

	<p>will be an opportunity to expand types of research representations. However it was agreed that each conference regardless of the particular theme delivers an experimental, exploratory stream, which will encourage emergent fields of research to be tested and shared at IFFTI conferences. A series of workshops are proposed for the next conference covering presentation delivery and creative practice research modes including installation.</p> <p><u>Decision:</u> 9.3 The Committee approved the above mentioned recommendations.</p>	
<p>10. Finance Sub-Committee</p>	<p><u>Balance Sheet</u> 10.1 Sylvie Ebel explained that the Sub-Committee analyzed the balance sheet as at 31st December, 2013 and found it in order. She recommended that balance sheet may be adopted.</p> <p><u>Financial Statement</u> 10.2 She then gave an overview of financial Statements of affairs of the foundation. She summarized the presentation by explaining that majority of IFFTI Finance were now being utilized to fund IFFTI Initiatives.</p> <p><u>Budget</u> 10.3 She then presented the budget for the year 2014.</p> <p><u>Decisions:</u> 10.4 The Balance sheet as at 31st December, 2013 was adopted. 10.5 The Committee expresses satisfaction at Financial affair of the foundation. 10.6 The Budget for the year 2014 was approved.</p>	<p>Secretary</p>
<p>11. Venues</p>	<p>11.1 After detailed discussions it was decided to change the venue of 32nd Executive Committee Meeting. The Meeting will now be held on 8th and 9th October, 2014 at IFM, Paris.</p>	
<p>12.</p>	<p>12.1 Because of time constraints it was decided to discuss the remaining points at the Closing Session. The meeting ended with a vote of thanks to the Chair.</p>	

ENCLOSURE 3
(2 PAGES)

Meeting	Closing Session of the 31 st Meeting of the Executive Committee	
Date	Wednesday, 29 th January, 2014	
Time	1700 hours to 1800 hours	
Location	Bunka Gakuen University, Tokyo, Japan	
Attendance	<p>(a) <u>Chair</u></p> <ul style="list-style-type: none"> • Prof. Frances Corner, London College of Fashion, U.K. <p>(b) <u>Regional Members</u></p> <ul style="list-style-type: none"> • Ms. Sylvie Ebel, Institut Francais de la Mode, France-Chair Finance Sub-Committee • Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia – Chair, Research Sub-Committee • Dr. Giacomo Oliva, Fashion Institute of Technology, U.S.A. – Deputy Chair, Membership Sub-Committee • Ms. Souraya Bouwmans-Sarraaf, Amsterdam Fashion Institute, The Netherlands – Deputy Chair, Education Initiative Sub-Committee • Dr. Li Jun, Donghua University, P.R. China-Deputy Chair Finance Sub-Committee • Dr. Karen Leonas, North Carolina State University, U.S.A. – Chair Education Initiative Sub-Committee • Mr. Hajime Endo, Bunka Gakuen University, Japan – Member • Ms. Kay McMahon, Queensland University of Technology, Australia – Member <p>(c) <u>Chair Emeritus</u></p> <ul style="list-style-type: none"> • Prof. Edward Newton <p>(d) <u>Co-opted Member</u></p> <ul style="list-style-type: none"> • Ms. Tina Guglielmino-Chair Membership Sub-Committee • Dr. Satoshi Onuma, Retiring Chair • <p>(d) <u>Special Invitees</u></p> <ul style="list-style-type: none"> • Ms. Barbara Bundy and Ms. Anne Bennion The Fashion Institute of Design and Merchandising, USA <p>(e) <u>Member Secretary</u></p> <ul style="list-style-type: none"> • Commodore Vijay Chaturvedi (Retd.)-Secretary General 	
Items	Discussions/Outcomes	Action
1. FIDM Feedbacks	<p>1.1 At the outset, Ms. Barbara Bundy and Ms. Anne Bennion gave an overview of the 2013 Annual Conference hosted by FIDM.</p> <p>1.2 Prof. Frances Corner thanked them for their valuable inputs which will go a long way in improving the conduct of future Conferences.</p> <p>1.3 One of the recommendations made by them was to consider whether it is necessary to print hard copies of the papers being presented at Conference. The Executive Committee agreed to discuss this further and obtain the views of General Council.</p>	Secretary

<p>2. 2015 IFFTI Conference At Polimoda</p>	<p>2.1 Prof. Frances Corner briefed the Committee on the meeting held with Mr. George Bouvier, and also attended by Ms. Tina Guglielmino and Dr. Giacomo Oliva, regarding the 2015 IFFTI Conference which is to be held at Polimoda. It was agreed that a letter would be sent to Polimoda outlining the main points of discussion. There were as follows:</p> <p>2.2. Two representatives from Polimoda to work with the IFFTI Research Subcommittee to determine that nature and format of the paper and salon presentations. Once agreed, Polimoda to forward a note outlining the details to enable Commodore to issue a 'Call for Papers' to all members.</p> <p>2.3. A call to be put out for IFFTI member to bid for installations and that these would be judged by a panel established and chaired by Polimoda. This would enable Polimoda to match the spaces available in Florence to the installations and also sponsorship opportunities. All the IFFTI Executive Committee members are very keen that this element of the conference goes ahead and would be happy to provide necessary support to Polimoda in order to make that happen.</p> <p>2.4 All papers presented at the conference to be included in the conference publication, which George Bouvier indicated would have an ISBN number.</p> <p>2.5. IFFTI's Research Subcommittee and Executive Committee to work with Polimoda to agree the content and format of the conference website before it is launched.</p> <p>2.6 Commodore and the Executive Committee to support Polimoda in ensuring the conference schedule allows for all necessary committee/subcommittee meetings, General Council sessions, workshops and networking opportunities.</p>	
<p>3. 2016 Annual Conference</p>	<p>3.1 Based on observations of some of the members it was decided to conduct the 2016 Conference from 30th March, 2016(Wednesday) to 2nd April, 2016 instead of from 25th to 27th March, 2016.</p>	<p>Secretary</p>
<p>4. Long Service Bonus to Secretary General</p>	<p>4.1After discussion the Executive Committee decided to acknowledge more than 10 years continuous service of Secretary General by granting him Bonus equal to 3 Months pay.</p> <p>4.2 Thereafter, he will be entitle to a bonus of 1.3 weeks for every completed years of service.</p>	
<p>5. Review of Chair Emeritus Designation</p>	<p>5.1 Keeping in view the fact that the Foundation was now more than 15 years old, it was agreed that Prof Edward Newton would now be designated a 'Founding Member' in recognition of his contribution and to ensure distinction from other Chair Emeritus. This would also mean he no longer attends Executive Committee meetings.</p>	<p>Secretary</p>

<p>6. DG NIFT Agenda Points</p>	<p>6.1 The points forwarded by DG NIFT were discussed. The response of the committee on the points is given below:- 1) Offering Programmes in niche areas:-NIFT may write directly to the concerned institution to seek participation. 2) Workshops for Faculty and Students of Member Institutes: - Such summer workshops are being conducted by various institutions. 3) Resource Material sharing: - This data will be shortly available on IFFTI websites. 4) Joint doctoral programme between IFFTI member institutes: - This is an issue to be dealt bilaterally among institution. 5) Organizing Regional meetings of IFFTI:-This initiative is already in practice and three such meetings have already being held at IFM, Paris, AMFI, The Netherland, and LCF, UK.NIFT may take lead to hold such meetings in the Asia region 6) IFFTI website:-The websites is being renewed and all necessary details will be hosted on it. 7) Periodic IFFTI Circular/magazine:- With all the information available on the websites, it is tell that there is no need for a separate Magazine 8) IFFTI Journal: - All the paper presented at IFFTI Conference are being published. 9) Joint Research Projects: - A Faculty Initiative on these lines is already in place where eight to ten faculty members are encouraged to visit IFFTI Members Institutions conduct research.</p>	
<p>7.</p>	<p>There being no further points, the meeting ended with a vote of thanks to the Chair</p>	

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