

<b>Meeting</b>	The 36 <sup>th</sup> Meeting of the Executive Committee	
<b>Date</b>	Thursday 8 <sup>th</sup> September, 2016 and Friday ,9 <sup>th</sup> September, 2016	
<b>Location</b>	Fashion Institute of Technology, USA	
<b>Attendance</b>	<p>(a) <b><u>Chairperson</u></b></p> <ul style="list-style-type: none"> <li>• Prof. Frances Corner, London College of Fashion, U.K.</li> </ul> <p>(b) <b><u>Regional Members</u></b></p> <ul style="list-style-type: none"> <li>• Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia – Deputy Chairperson and Chair Research Sub-Committee.</li> <li>• Mr. Robert Ott, Ryerson University, Canada – Chair , Education Initiative Sub-Committee</li> <li>• Ms. Sylvie Ebel, Institut Francais de la Mode, Paris – Chair, Finance Sub-Committee</li> <li>• Prof.Barbara Bundy, The Fashion Institute of Design and Merchandising, USA –Chair, Education-Industry Interaction Sub-Committee</li> <li>• Prof. Dr. Vandana Bhandari, National Institute of Fashion Technology India - Deputy Chair Research Sub-Committee.</li> <li>• Ms. Souraya Bouwmans-Sarraf, Amsterdam Fashion Institute, The Netherlands – Deputy Chair, Education Initiative Sub-Committee</li> <li>• Ms. Margo Barton, Otago Polytechnic, New Zealand– Deputy Chair, Membership Sub-Committee</li> <li>• Prof. Jun Li, Donghua University, P.R. China– Deputy Chair, Finance Sub-Committee</li> <li>• Mr. Hajime Endo, Bunka Gakuen University, Japan – Member</li> <li>• Dr. Giacomo Oliva, Fashion Institute of Technology, U.S.A. – Member</li> <li>• Dr. Liz Barnes, The University of Manchester, UK – Member</li> </ul> <p>(c) <b><u>Co-opted Members</u></b></p> <ul style="list-style-type: none"> <li>• Ms. Tina Guglielmino, School of Fashion and Textiles, RMIT, Australia – Chair, Membership Sub-Committee</li> </ul> <p>(d) <b><u>Secretary General</u></b></p> <ul style="list-style-type: none"> <li>• Commodore Vijay Chaturvedi (Retd.)</li> </ul>	
<b>Apologies</b>	<ul style="list-style-type: none"> <li>• Dr. Tiziana Ferrero Regis , Queensland University of Technology (QUT), Australia</li> <li>• Mr. Sharad Mehra, Pearl Academy, India</li> </ul>	
<b>Items</b>	<b>Discussions/Outcomes</b>	<b>Action</b>
<b>1. Adoption of Minutes</b>	1.1 The Minutes of the 35 <sup>th</sup> meeting of the Executive Committee and the 18th Annual meeting of the General Council were adopted as a true and accurate record of the proceedings.	<b>Secretary</b>
<b>2. Welcome</b>	<p>2.1 At the outset Prof.Frances Corner welcomed the members and hoped that meaningful deliberation and discussions would follow. She expressed profound grief and shock at the untimely demise of Prof.Edward Newton. The Committee observed one minute silence in his honor .She proposed to institute a scholarship in memory of Prof.Edward Newton. This was readily agreed by the members.</p> <p>2.2 Prof.Frances Corner, thereafter, explained the Chair’s report. The salient features are given below:-</p> <ul style="list-style-type: none"> <li>• It is confirmed that Manchester Metropolitan University will host the 2019 Conference.</li> <li>• We need to rationalize the membership of our Sub-Committees. Members are to be encouraged to join the Membership and the Industry Interaction Sub-Committees.</li> <li>• She proposed that the Sub-Committees should develop a 5 years plan.</li> <li>• An external audit by Mr. Unmesh is to be undertaken with focus on developmental activities that IFFTI should undertake in the future.</li> <li>• An additional 3<sup>rd</sup> meeting of Executive Committee needs to be undertaken. She proposed to host it in</li> </ul>	

	<p>January/February 2017.</p> <ul style="list-style-type: none"> <li>• She explained that IFFTI was becoming of interest to a number of other professional bodies and that it would be appropriate to invite them to our conferences.</li> <li>• We need to ensure that everything is in place for the editorship of the journal and that Research Sub-Committee has sufficient support to make sure that everything is in place with Prof. Susan Orr.</li> <li>• Increasing number of organizations are ranking Fashion Education Institutions. Is there more that we need to do on that and perhaps inviting them to attend conference or one of our Executive Committee meetings.</li> <li>• She also explained the importance of a mid-term visit by the Chair and the Secretary to the Institution hosting a conference.</li> </ul>	
<b>3. New Membership</b>	<p><b>3.1</b> Ms Tina Guglielmino explained that Shih Chien University was a large University established in 1958 with two campuses and met all the criteria for Regular membership of IFFTI. The Sub-Committee therefore recommended offering Regular membership to Shih Chien University.</p> <p><b>Decision</b></p> <p><b>3.2</b> The Committee approved a Regular membership to Shih Chien University.</p>	<p><b>Ms Tina Guglielmino</b></p> <p><b>Secretary</b></p>
<b>4. Membership Subscription</b>	<p><b>4.1</b> The Secretary explained that four Institutions had not paid membership subscription. Out of these Whitehouse Institute of Design, Australia had not paid subscription for 2 years. He was confident that the other three Institutions would pay.</p> <p><b>4.2</b> Dr.Giacomo Oliva agreed to speak to the concerned person at Whitehouse Institute of Design, Australia to resolve the issue.</p>	<p><b>Secretary</b></p>
<b>5. Future Planning of Sub- Committees</b>	<p><b>5.1</b> Prof Frances Corner stated that the Sub-Committees needed to prepare a pragmatic five year plan which should be dynamic and responsive. We should consider digitalization, make it as paperless as possible, innovate and get innovation funded. We should attempt live-streaming of Faculty Exchange Presentations. We should identify technology to facilitate leading of workshops and lectures on the website.</p> <p><b>5.2</b> We should determine how many students both UG and PG are represented in IFFTI. Same for the faculty. This should be broken up area wise from China, Asia, Europe, Australia and USA.</p> <p><b>5.3</b> Identify stakeholders first and then address each of them over five-years- members and potential members.</p> <p><b>5.4</b> The Sub-Committee members should be more active and send information down to the faculty and students and have more interaction at least once a month.</p>	<p><b>Ms. Tina Guglielmino</b></p> <p><b>Mr. Robert Ott</b></p> <p><b>Prof. Barbara Bundy</b></p> <p><b>Prof.Robyn Healy</b></p> <p><b>Ms.Sylvie Ebel</b></p>
<b>6. Membership Sub-Committee</b>	<p><b>6.1</b> Ms Tina Guglielmino tabled the draft induction process and FAQs.</p> <p><b>Decision</b></p> <p><b>6.2</b> It was decided to circulate the drafts to all the members and obtain their suggestions for further improvement.</p> <p><b>6.3</b> It was decided to identify mentors for new members including from outside Executive Committee.</p>	<p><b>Ms. Tina Guglielmino</b></p> <p><b>Secretary</b></p>

<p><b>7. Research Sub-Committee</b></p>	<p><b><u>2017 CONFERENCE</u></b>  <b>7.1</b> Prof.Robyn Healy informed that the committee is working closely with AMFI to support the review of papers. All members of the committee will be involved in the review process. Each member of the committee was invited to nominate appropriate reviewers.  The proposed research workshop will be a series of conversations identifying key research issues appropriate to the theme of the conference.</p> <p><b><u>2018 CONFERENCE</u></b>  <b>7.2</b> Research guidelines were sent to Grace Gu from Donghua University for 2018 conference.</p> <p><b><u>Membership of the Research Sub-Committee</u></b></p> <p><b>7.3</b> It was noted the level of work undertaken by this committee supported a large committee of 16-18 members, particularly with the expanded role of the committee with conference papers.</p> <p><b>7.4</b>The chair will work with Giacomo Olivia to document the terms of reference for membership of the committee. Extensive work has already been undertaken in developing the 'ideal' composition of the committee including defining active membership.  It was noted active membership included participating in review of papers and other IFFTI initiatives not just the ability to be in attendance at IFFTI conferences as this is not always possible. Activity will be reviewed over a two -year period and inactive members will be removed from the committee listing.  Membership criteria discussed included:</p> <ul style="list-style-type: none"> <li>• Representatives from the host institution (to join the sub-committee 2 years before the institution hosts the conference).</li> <li>• Representatives from past conferences to assist mentoring</li> <li>• Mix of IFFTI research and research experience from Professors to post-graduate candidates</li> <li>• Two-three Deputy Chairs representing different core functions of the committee- publication, workshop, blog etc.</li> </ul> <p><b><u>Special IFFTI issue of <i>Art, Design and Communication in Higher Education Journal</i> 2017</u></b></p> <ul style="list-style-type: none"> <li>• It is proposed to publish from AMFI conference "Breaking Rules" a selection of best papers/award winners, keynote/educational forum, introduction about IFFTI, and images representing activities from the conference. Discussions with Editor Susan Orr are underway and updates will be communicated at the next meeting.</li> </ul> <p><b><u>Research Blog</u></b></p> <ul style="list-style-type: none"> <li>• Deputy Chair Vandana Bhandari is investigating how best to use the blog and other forms of online communication, and updates will be reported at the next meeting.</li> </ul> <p><b><u>Current membership</u></b>  <b>7.5</b> Chair noted the enthusiasm of the new committee, and commitment to assisting with the next conference.</p>	<p><b>Prof.Robyn Healy</b></p> <p><b>Secretary</b></p>
<p><b>8. Education Initiatives Sub-Committee</b></p>	<p>Mr. Robert Ott briefed the Committee regarding the deliberations of the Education Initiative Sub-Committee .He gave the following composition of the Sub-Committee</p>	

TITLE	NAME	INSTITUTION	COUNTRY	EMAIL ADDRESS
Mr.	Robert Ott (Chair)	Ryerson University	Canada	<a href="mailto:robert.ott@ryerson.ca">robert.ott@ryerson.ca</a>
Ms.	Souraya Bouwmans-Sarraf (Deputy Chair)	Amsterdam Fashion Institute	The Netherlands	<a href="mailto:s.bouwmans-sarraf@hva.nl">s.bouwmans-sarraf@hva.nl</a>
Dr.	Margo Barton	Otago Polytechnic	New Zealand	<a href="mailto:margo.barton@op.ac.nz">margo.barton@op.ac.nz</a>
Ms.	Marjolyn Brussaard	ARTEZ Amhen	The Netherlands	<a href="mailto:m.brussaard@artez.nl">m.brussaard@artez.nl</a>
Ms.	Erna Engelen	Saxion University of Applied Science	The Netherlands	<a href="mailto:b.h.m.engelen@saxion.nl">b.h.m.engelen@saxion.nl</a>
Mr.	Steven Frumkin	Fashion Institute of Technology	USA	<a href="mailto:steven_frumkin@fitnyc.edu">steven_frumkin@fitnyc.edu</a>
Mr.	Leslie holden	Amsterdam Fashion Institute	The Netherlands	<a href="mailto:l.t.holden@hva.nl">l.t.holden@hva.nl</a>
Ms.	Tracy Pritchard	Falmouth University	UK	<a href="mailto:tracy.pritchard@falmouth.ac.uk">tracy.pritchard@falmouth.ac.uk</a>
Ms.	Nien Siao	Pearl Academy	India	<a href="mailto:nien.siao@pearlacademy.com">nien.siao@pearlacademy.com</a>
Ms.	Shalini Sud	National Institute of Fashion Technology	India	<a href="mailto:Shalini.sud@nift.ac.in">Shalini.sud@nift.ac.in</a>
Dr.	Su-Lee Tsai	Fu Jen Catholic University	Taiwan	<a href="mailto:043212@mail.fju.edu.tw">043212@mail.fju.edu.tw</a>
Ms.	Alison Welsh	Manchester Metropolitan University	UK	<a href="mailto:A.Welsh@mmu.ac.uk">A.Welsh@mmu.ac.uk</a>

Mr. Robert Ott

**8.1** Following final deliberations in Beijing, the committee granted 7 Faculty Exchange Initiative grants (7 x \$2000) to maximize the budgeted amount of \$15,000.

Title	First Name	Last name	Email	Home Institution	Host Institution	Area of Exchange	Amount \$	Notes
Dr.	Roberta	Degnore	<a href="mailto:roberta.degnore@fitnyc.edu">roberta.degnore@fitnyc.edu</a>	FIT	LCF	Fashion Psychology	2,000	
Ms	Anni	Juracich	<a href="mailto:Anni.juracich@rmit.edu.au">Anni.juracich@rmit.edu.au</a>	RMIT	FIT	Learning-Fashion Styling	2,000	
Miss	Elisa	Palomino	<a href="mailto:elisapalomi@hotmail.com">elisapalomi@hotmail.com</a>	Polimoda	Bunka	teaching/learning International Students	2,000	
Mrs	Mandy	Penton	<a href="mailto:Mandy.penton@rmit.edu.au">Mandy.penton@rmit.edu.au</a>	RMIT	Duperre	student/staff linkage	2,000	
Mrs	Rakhi Wahee	Pratap	<a href="mailto:rakhi.pratap@nift.ac.in">rakhi.pratap@nift.ac.in</a>	NIFT	RMIT	textile design	2,000	
Dr.	Samuel	Wesley	<a href="mailto:Samuel.wesley@nift.ac.in">Samuel.wesley@nift.ac.in</a>	NIFT	RMIT	apparel engineering	2,000	
Mr.	Bertram	Wevers	<a href="mailto:b.d.wevers@saxion.nl">b.d.wevers@saxion.nl</a>	Saxion U	NCU	e-learning partnership	2,000	
							<b>14,000</b>	<b>Total available : \$15,000</b>

Secretary

**8.2** Recipients were notified in April 2016.

**8.3** Call for proposals sent by Commodore over the summer. Deadline is December 31, 2016. Decision to be finalized at IFFTI 2017 in Amsterdam. Recipients to be notified in April 2017 for exchanges to take place May 2017 – April 2018.

	<p><b>8.4</b> Suggesting to set specific evaluation criteria to meet certain benchmarks (quality, knowledge transfer, impact, IFFTI mission, etc.). This facilitates ranking/decision making when more applications than grants.</p> <p><b>8.5</b> Marketing the initiative to encourage applications. October – November 2017</p> <p><b>8.6</b> There are 12 members on the Education Initiative Subcommittee.</p> <ul style="list-style-type: none"> <li>a. The Netherlands – 4</li> <li>b. India – 2</li> <li>c. UK – 2</li> <li>d. USA – 1</li> <li>e. Canada – 1</li> <li>f. Taiwan – 1</li> <li>g. New Zealand – 1</li> <li>h. consider geographic and expert representation</li> </ul> <p><b>8.7</b> IFFTI 2017 in Amsterdam</p> <ul style="list-style-type: none"> <li>i. Theme: Breaking the Fashion Rules</li> <li>j. Workshop / panel discussion / Q&amp;A ideas: <ul style="list-style-type: none"> <li>i. Rankings: Career Preparedness</li> <li>ii. Rankings: Designing Curricula</li> <li>iii. Rankings: Expectations versus Promises</li> <li>iv. continuing last year’s presentation on Design Education Research – Susan Orr</li> <li>v. Design vs Crafts (Shalini)</li> <li>vi. Theory vs Practice/Skill (Shalini)</li> <li>vii. Technology in pedagogy, assessment (Steven)</li> </ul> </li> <li>k. Exchange presentations <ul style="list-style-type: none"> <li>i. how to fit them all in – potentially 7</li> <li>ii. PechaKucha: 20 slides 20 seconds each: 400 seconds = 6-7 minutes</li> <li>iii. 3MT</li> <li>iv. dissemination of reports</li> </ul> </li> </ul> <p><b>8.8</b> Ideas for future initiatives:</p> <ul style="list-style-type: none"> <li>I. International project for students (Nien) <ul style="list-style-type: none"> <li>i. frame as Faculty Teaching Initiative fund</li> <li>ii. bring on corporate sponsor (3 years)</li> <li>iii. model on World Retail Congress where Samsung was sponsor</li> </ul> </li> </ul> <p><b>8.9</b> 5-year plan</p> <ul style="list-style-type: none"> <li>m. bottom-up versus top down</li> <li>n. create a longer term narrative vs reactionary</li> <li>o. initiatives beyond the conference</li> </ul>	
<p><b>9.</b> <b>Education Industry Interaction Sub-Committee</b></p>	<p><b>9.1</b> Prof.Barbara Bundy explained that she was in the process of framing the terms of reference of the committee and would circulate them soon.</p>	<p><b>Prof. Barbara Bundy</b> <b>Secretary</b></p>

<b>10. Finance Sub- Committee</b>	<p><b>10.1</b> Ms.Sylvie Ebel tabled the draft budget for the year 2017. The approved Budget is placed at Annexure A.</p> <p><b>10.2.</b> She recommended increase of support to host Institution to USD15000 keeping in view the increased membership.</p> <p><b>10.3</b> There was a proposal to facilitate students to participate in the conference to present their projects. Ms.Sylvie Ebel said that we could spare funds for this initiative.</p> <p><b>Decisions</b> <b>10.4</b> The Committee approved the budget. <b>10.5</b> The Committee approved the enhancement of support to host institutions to USD 15000 <b>10.6</b> It was agreed to promote student participation at IFFTI conference to present their projects.</p>	<b>Ms.Sylvie Ebel</b>         <b>Secretary</b>
<b>11. Lectra</b>	<p><b>11.1</b> It was agreed to ask Lectra to confirm how much they would do out of the following list :</p> <ul style="list-style-type: none"><li>• Research Project</li><li>• Good Communication</li><li>• Encourage large numbers of Institution to join in</li><li>• Request Lectra to showcase the projects they are doing</li><li>• Organize a big competition of Software</li><li>• Explore the possibility of Staff exchange with Lectra – one on the customer side and other in the R&amp;D</li></ul>	<b>Ms.Sylvie Ebel</b>
<b>12. Orange Label</b>	<p><b>12.1</b> Prof.Frances Corner informed the Committee that the project was online with the Gala in November. She proposed that we should invite them to the IFFTI Conference.</p>	
<b>13. IAF</b>	<p><b>13.1</b> Ms. Souraya Bouwmans Sarraf informed that it was becoming difficult to take the collaboration forward. They want to but are not able to .Their interests are different from ours.</p> <p><b>Decision</b> <b>13.2</b> It was decided that we should continue with them but have no expectations.</p>	
<b>14. Venue</b>	<p><b>14.1</b> Future venues were discussed. The following decisions were taken :</p> <p><b>14.1.1</b> The 40<sup>th</sup> executive Committee meeting will be held at FIDM, USA instead of HKPU.</p> <p><b>14.1.2</b> The 42<sup>nd</sup> Executive Committee meeting scheduled to be held in September/October2019 should be hosted by one of the new members.</p> <p><b>14.1.3</b> The 22<sup>nd</sup> Annual Conference was proposed to be held at Ryerson University, Canada Mr. Robert Ott will confirm after discussing with the Management.</p> <p><b>14.1.4</b> Dr.Giacomo Oliva agreed to discuss the possibility of FIT hosting an Annual Conference with his President and will revert to us.</p>	<b>Prof. Barbara Bundy</b>  <b>Mr. Robert Ott</b>  <b>Dr.Giacomo Oliva</b>  <b>Secretary</b>

<p><b>15. Presentations</b></p>	<p><b>AMFI 2017 IFFTI Annual Conference</b></p> <p><b>15.1</b> Ms. Souraya Bouwmans-Sarraf made a detailed presentation on the activities planned for the 2017 IFFTI Annual Conference. The Committee thanked her for innovative ideas for the conference.</p> <p><b>15.2</b> After deliberations she was advised to include the following in the schedule of the conference.</p> <ul style="list-style-type: none"> <li>• Closing session of the Executive Committee Meeting – 1 hour</li> <li>• Meeting with New members – 30 minutes</li> <li>• Meeting with Corporate Sponsors – 1 hour</li> <li>• Meeting With Paper Presenters- 1 hour</li> <li>• Workshops – 3hrs</li> </ul> <p><b>Donghua University 2018 IFFTI Annual Conference</b></p> <p><b>15.3</b> Prof. Jun Li gave detailed presentation on the planning for the 2018 conference. The committee appreciated the attention to details and thanked him.</p>	<p style="text-align: center;"><b>Ms. Souraya Bouwman s-Sarraf</b></p> <p style="text-align: center;"><b>Secretary</b></p>
<p><b>16. Any other points</b></p>	<p><b>16.1</b> Prof.Frances Corner proposed that we should undertake survey to obtain the details of the Students and Faculty community of IFFTI. We should be undertaking category wise survey of UG/PG, Research, Pre–degree Courses /Diploma.</p> <p><b>16.2</b> She also proposed that we should digitalized IFFTI work as much as possible.</p> <p><b>16.3</b> She proposed that we should co-opt Prof. Julia Gaimster to the Executive Committee to assist in this task.</p> <p><b>16.4</b> Prof. Vandana Bhandari informed the she would soon be replaced by someone else as the Authorised Representative of NIFT. It was decided to co-opt her in the Research Sub-Committee as Deputy Chair of the Research Sub-Committee.</p>	<p style="text-align: center;"><b>Secretary</b></p>
<p><b>17. Concluding Remarks</b></p>	<p><b>17.1</b> There being no further points, the meeting concluded with a vote of thanks to the Chair.</p>	

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**ANNEXURE A****BUDGET FOR THE YEAR 2017**

ITEM	BUDGET 2015	ACTUAL 2015	BUDGET 2016	ACTUAL UPTO 31/08/2016	BUDGET 2017
	(US\$)	(US\$)	(US\$)	(US\$)	(US\$)
<b>INCOME</b>					
Subscription from members	106,500	102,800	107,800	114,500	144,400
Interest	12,000	12,000	12,000	12,000	12,000
<b>Total Income</b>	<b>118,500</b>	<b>114,800</b>	<b>119,800</b>	<b>126,500</b>	<b>156,400</b>
<b>EXPENDITURE</b>					
<b>IFFTI Initiatives</b>					
a) Senior Faculty (2)	4,600	4,600	4,600	4,600	4,600
b) Junior Faculty (3)	6,900	6,900	6,900	6,900	6,900
c) PG/Research Students (2)	4,600	4,600	4,600	4,600	4,600
d) Installations	2,000	2,000	-	-	
e) Faculty Exchange(10)	10,000	2,000	15,000	4,000	15,000
f) IFFTI Publications	10,000	10,000	10,000	10,000	10,000
g) Support to host Institution	12,000	12,000	12,000	12,000	15,000
<b>Total IFFTI Initiatives</b>	<b>50,100</b>	<b>42,100</b>	<b>53,100</b>	<b>42,100</b>	<b>56,100</b>
Administrative expenses	47,000	38,400	44,600	44,600	48,600
Travel expenses	16,000	14,800	11,000	7,000	12,000
IFFTI website maintenance	5,000	2,000	2,000	2,000	5,000
IFFTI website renewal	5,000	-	5,000	5,000	-
<b>Total Expenditure</b>	<b>123,100</b>	<b>97,300</b>	<b>115,700</b>	<b>100,700</b>	<b>121,700</b>
<b>Net income (loss)</b>	<b>- 4,600</b>	<b>17,500</b>	<b>4,100</b>	<b>25,800</b>	<b>34,700</b>