

ENCLOSURE – 1

AGENDA

THE 6TH ANNUAL MEETING

OF

THE IFFTI GENERAL COUNCIL

30TH MARCH 2004

AT

NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
INDIA

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FOR
THE 6TH ANNUAL MEETING OF THE IFFTI GENERAL COUNCIL
AT
NATIONAL INSTITUTE OF FASHION TECHNOLOGY, INDIA
ON 30TH MARCH 2004 AT 16:30 HRS.

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AGENDA ITEM NO. 1.

WELCOME REMARKS BY CHAIRPERSON – IFFTI

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

AGENDA ITEM NO. 2.

APOLOGIES SENT

2.1 The following Member Institutions have sent in their apologies for being unable to depute authorised representatives to attend the 6th Annual Meeting of the IFFTI General Council:-

- (a) University of Technology, Sydney, Australia
- (b) Nanyang Academy of Fine Arts, Singapore
- (c) Polimoda, Italy

2.2 The General Council may kindly accept the apologies.

2.3 The following Member Institutions have confirmed participation at the Conference:-

- (a) Amsterdam Fashion Institute, The Netherlands,
- (b) Bunka Women's University, Japan,
- (c) De Montfort University, UK,
- (d) Donghua University, PR China,
- (e) Fashion Institute of Technology, USA,
- (f) Fu Jen Catholic University, Taipei,
- (g) Hong Kong Polytechnic University, Hong Kong,
- (h) Institut Francais de la Mode, France,
- (i) London College of Fashion, UK,
- (j) Manchester Metropolitan University, UK,
- (k) National Institute of Design, India,
- (l) National Institute of Fashion Technology, India,
- (m) North Carolina State University, USA,
- (n) Royal Melbourne Institute of Technology, Australia,
- (o) Ryerson University, Canada,
- (p) Sydney Institute of TAFE NSW, Australia,
- (q) Temasek Polytechnic, Singapore,
- (r) Universidade Anhembi Morumbi, Brazil,
- (s) University of Huddersfield, UK,
- (t) UMIST, UK
- (u) Pearl Academy of Fashion, India,
- (v) Swedish School of Textiles, Sweden (New Member)

AGENDA ITEM NO. 3

ADOPTION OF THE MINUTES OF THE 9TH AND 10TH MEETINGS OF THE EXECUTIVE COMMITTEE AND THE 5TH ANNUAL MEETING OF THE GENERAL COUNCIL OF IFFTI

- 3.1 The 9th and 10th Meetings of the Executive Committee and the 5th Annual Meeting of the General Council of IFFTI were conducted as follows:-
- (a) *The 9th Meeting of the Executive Committee and the 5th Annual Meeting of the General Council* were held on 18th and 19th March 2003 respectively, at Donghua University, Shanghai, China.
 - (b) *The 10th Meeting of the Executive Committee* was held on 20th and 21st November 2003 at IFM, Paris.
- 3.2 The draft Minutes of the aforementioned Meetings were circulated to the Members on 25th April 2003 and 17th December 2003, respectively.
- 3.3 As no comments have been received from Members, the General Council is requested to formally adopt the Minutes of the aforementioned Meetings.

AGENDA ITEM NO. 4

NEW MEMBERSHIP

- 4.1 Applications for the Membership of IFFTI were received from the following Institutions:-
 - (a) Swedish School of Textiles, Boras, Sweden
 - (b) Fashion Institute of Design and Merchandising, USA.
- 4.2 In accordance with the approved practice, Sub-Committees were convened to review the applications.
- 4.3 The findings of the Sub-Committees were considered by the Executive Committee.
- 4.4 The final recommendations of the Executive Committee would be placed before the General Council for approval.

AGENDA ITEM NO.5

REPORT ON THE ACTIVITIES OF IFFTI

Under the able guidance and support of Prof. Edward Newton, Chairperson and other Members of Executive Committee, the Secretariat has successfully carried out the following activities since the last Annual Conference:-

- **New Members.** As a result of aggressive follow-up, we have been able to induct *eight new members* into the Foundation. They are - UMIST - UK, University of Huddersfield - UK, Pearl Academy of Fashion – India, Nanyang Academy of Fine Arts – Singapore, Manchester Metropolitan University – UK, North Carolina State University – USA, and hopefully, Swedish School of Textiles – Sweden and Fashion Institute of Design and Merchandising – USA.
- **Revival of Interest of Existing Members.** Personal interaction with Members has resulted in the revival of participation by majority of the Members in the activities of the Foundation. This is borne out by the enthusiastic response at the 6th IFFTI Annual Conference which is being attended by over 50 Members from 22 Member Institutions.
- **Work Plan of IFFTI.** Progressed implementation of following IFFTI Initiatives:-
 - (i) Publication of Paper on Best Practice in Fashion Education.
 - (ii) Funding of Travel of IFFTI Junior Faculty to present Papers at IFFTI Annual Conference.
- **IFFTI Website.** A new Website was designed by IFFTI Secretariat.
- **IFFTI Brochure.** The updated version of the Brochure was printed.
- **Network of Specialised Information.** A Sub-Committee under the convenership of Dr. Georgianna Appignani has been convened with the objective of creating an IFFTI Resource Network for benefit of IFFTI Member Institutions.
- **Formatting of IFFTI Conferences.** IFFTI Conference have become more informative and interactive by inclusion of Paper Presentations by Faculty, Panel Discussions and fashion events attached to the IFFTI Conferences.
- **Increased Interaction and Dissemination of Information.** To ensure that all IFFTI members are kept well informed about all the activities of the Foundation, the minutes of the Executive Committee meetings are now circulated to all the members of IFFTI General Council instead of only to the Executive Committee Members, as was the earlier practice.

- **The IFFTI Accounts** have been streamlined and all legal formalities concerning them have been completed. The important ones are summarised below:-
- (a) The Balance Sheet of IFFTI as at 31.03.2003 was finalized and got audited by a certified Chartered Accountant.
 - (b) Income tax return for the year 2002-2003 has been filed with the Income Tax authorities.
 - (c) Application has been made for refund of TDS deducted by Bank on interest accrued on deposits, and a **refund of US \$355 has been obtained** on tax already deducted.
 - (d) Permanent Account No. (PAN) of IFFTI has been obtained from the Income Tax authorities.
 - (e) Tax Deduction Account Number (TAN) for IFFTI has been obtained from the Income Tax authorities.
 - (f) Permission for non-deduction of Tax at Source (TDS) has been obtained from the Income Tax Authorities.
 - (g) Registration of IFFTI U/S 12A of Income Tax Act for exemption from payment of Income Tax on income received by IFFTI through contributions has been made.
 - (h) Application for approval under Section 80G of IT Act for grant of 50% deduction of taxes in the hands of donors for all donations made to IFFTI has been filed.
 - (i) Permission under Section 35 of Income Tax Act has been applied for, so that the contributors may be allowed exemption from tax of expenditure @125% of the amounts contributed towards Research.
 - (j) Separate IFFTI Bank Account in US Dollars has been opened.
- **Realisation of Outstanding Dues.** There has been a diligent follow-up with individual Member Institutions to collect the outstanding Membership Subscription of IFFTI. This has resulted in realisation of **US 1,10,000** from Members, since January 2002. An assurance has also been obtained from the remaining Members for payment of the balance outstanding dues. The surplus funds available in IFFTI account have thus increased from US \$55,000 in January 2002 to over US \$125,000 now, after payment of all outstanding dues upto 31st March 2004.
- **IFFTI Meetings.** The Secretariat has planned and successfully conducted the 9th and 10th Executive Committee and the 5th Annual IFFTI General Council Meetings. The 11th Executive Committee Meeting and the 6th Annual Conference are presently in progress. The 12th Executive Committee Meeting and the 7th Annual Conference have been programmed to be held at Ryerson University, Canada in September 2004 and Bunka Women's University, Japan in November 2005 respectively.

AGENDA ITEM NO. 6

WORK PLAN OF IFFTI

6.1 Background

6.1.1 IFFTI was founded with the mission to develop a global network of Institutions recognized as leaders in the advancement of Education, Research and Development in Design, Technology and Business for Fashion and its related industries through international collaboration.

6.1.2 To accomplish this mission, it was decided that surplus IFFTI funds should be used to support Initiatives which would further the goals of IFFTI and be of direct benefit to Members. A Programmes Committee comprising following Members was convened to identify and manage such initiatives:-

- (a) *Prof. Elizabeth Rouse (LCF) - Chairperson*
- (b) *Ms. Pauline Terreehorst (AMFI)*
- (c) *Mr. Satoshi Onuma (Bunka)*
- (d) *Sister Maryta Laumann, (Fu Jen University)*
- (e) *Mr. A.K.G. Nair (Pearl Academy)*
- (f) *Mr. Nicholas Huxley (SIT)*
- (g) *Ms. Alison Mason (UTS)*

6.1.3 After initial deliberations, the Committee recommended implementation of following Initiatives:-

- (a) Publishing of Papers on Best Practice in Fashion Education,
- (b) Funding of Faculty Travel for the following purposes:-
 - (i) To present a paper at the IFFTI Annual Conferences (Junior Faculty Papers)
 - (ii) To meet with faculty of other Member as well as Non-Member Institutions of IFFTI in order to develop or progress a joint research activity.
 - (iii) To carry out research using a particular archival or other specialist resources available in that Institution where the Conference is being held.

6.1.4 The General Council approved the implementation of the first two Initiatives which address the following objectives of IFFTI:-

- (a) *Objective 1: Advance education and research in design, technology and business for the fashion related industries*
- (b) *Objective 2: Promote an international forum for the exchange of ideas, and collaborative research and development.*

6.2 Present Status

6.2.1 Initiative 1 - Paper on Best Practices in Fashion Education.

6.2.1.1 Thirty-Five papers were received under this Initiative. These were evaluated by a Sub-Committee comprising following Members:-

S. No.	Name and Institution	Designation
1	Ms. Elizabeth Rouse London College of Fashion, UK	Chairperson
2.	Dr. D. K. Batra National Institute of Fashion Technology, India	Member
3.	Ms. Karen Webster RMIT University, Australia	Member
4.	Dr. Pauline Terreehorst Amsterdam Fashion Institute, Amsterdam	Member
5	Dr. Trevor Little North Carolina State University, USA.	Member

6.2.1.2 Since there was not a high congruence between the selections made between each of the reviewers, it was decided to shortlist 19 authors to submit the Papers in complete form for review by the Editorial Board before final selection and publishing. The authors of these abstracts were given guidance by *Ms. Elizabeth Rouse* on how their proposals might be strengthened to meet the following criteria:-

- (a) The importance of the topic in terms of its contribution to pedagogical knowledge in the field of fashion education,
- (b) The originality and clarity of the proposal and the potential to produce a well argued and coherent article,
- (c) The topic or findings would be of interest to a broad range of educators.

6.2.1.3 The final papers would be reviewed by the Editorial Committee and 6-8 merit worthy papers would finally be published. The authors of papers which are published would be awarded US\$1000 each from IFFTI funds.

6.2.1.4 The schedule for this project is given below:-

- | | | |
|------|---|--|
| i) | Intimation to 19 shortlisted faculty | 15 th December 2003 |
| ii) | Submission of full Papers by
19 shortlisted faculty | 01 st March 2004 |
| iii) | Evaluation of full papers by the
Editorial Board | 01 st March-20 th April 2004 |
| iv) | Announcement of Results | 01 st May 2004 |
| v) | Editing of 6 to 8 papers finally selected
for publication by the guest editor. | 01 st May-31 st May 2004 |
| vi) | Publishing of Papers | 30 th June 2004 |

6.2.1.5 The authors of 19 shortlisted abstracts had also been invited to present their papers at the Annual Conference presently in progress. In response 14 Members have confirmed their participation. The Committee members would have the opportunity to attend the presentation of these papers at the IFFTI Annual Conference on 1st April 2004.

6.2.2 **Initiative 2 – Funding of Travel of Junior Faculty to Present Papers at 6th IFFTI Annual Conference.**

6.2.2.1 Ten authors submitted abstracts under this Initiative. The Editorial Board comprising following Members reviewed these abstracts:-

S. No.	Name and Institution	Designation
1	Ms. Elizabeth Rouse London College of Fashion, UK	Chairperson
2.	Sr. Maryta Laumann Fu Jen Catholic University, Taiwan	Member
3.	Dr. Raymond Au Hong Kong Polytechnic University Hong Kong	Member

6.2.2.2 *Ms. Elizabeth Rouse*, the Chairperson of the Editorial Board, found that some of the abstracts were vague and speculative and hence it was difficult to predict the quality of the final paper. Therefore, in this case also, the authors were asked to submit full papers for evaluation by the Editorial Board after guidance from Chairperson of the Editorial Board.

6.2.2.3 In response only six papers were received within the stipulated time frame. These were duly reviewed by the Editorial Board.

6.2.2.4 The Board finally selected papers submitted by following three authors for presentation at the Conference:-

- (a) Ms. Li Min, Donghua University, Shanghai, China
- (b) Ms. Lisa Parillo Chapman, North Carolina State University, USA
- (c) Prof. Joe Au, Hong Kong Polytechnic University, Hong Kong,

6.2.2.5 Ms. Li Min and Ms. Lisa Parillo Chapman would present their papers at the Conference. Unfortunately, the author of third selected entry, Prof. Joe Au, has expressed his inability to personally come and present the paper at the Conference owing to prior commitment. The travel of Ms. Li Min and Ms. Lisa Parillo Chapman would be funded by IFFTI.

6.2.2.6 It is recommended that Prof. Joe Au may kindly be given an opportunity to present his paper at the next IFFTI Annual Conference scheduled in Tokyo in 2005 and his travel be funded by IFFTI for that visit provided he continues to be a faculty at one of the IFFTI Member Institution.

6.3 Future Initiatives

6.3.1 Keeping in view the fact that the two Initiatives identified by the Programmes Committee are nearing completion, it is time to deliberate and identify new set of Initiatives which should be supported by IFFTI. The earlier efforts made in this direction are given in the succeeding paragraphs for the information of Members.

STAGE I

6.3.1.1 Acknowledging the need for enlargement of the scope of interaction amongst various Member Institutions with respect to exchange of ideas regarding students' exchange, information sharing, course development and faculty and student involvement. IFFTI General Council had formed three Working Groups to examine these aspects and offer firm recommendations. Based on the recommendations of the Groups, an ACTION PLAN FOR IFFTI was prepared. The same is placed at ***Annexure I (Page 16)***. This issue was further discussed in the 3rd Annual General Council Meeting at London on 7th – 10th November 2000, wherein following decisions were taken:-

- (a) All Members would take steps to implement these recommendations,
- (b) The instrument of exchange of students and faculty would be initially through bilateral agreements between Member Institutions, since it was difficult to achieve multilateral cooperation at the outset in view of the fact that credits and assessment procedures varied between different Institutions.

- (c) The exchange of ideas is to be effected through the IFFTI website and the web-based newsletter, for which the Secretariat would play a proactive role.

STAGE II

- 6.3.1.2 Subsequently a Programmes Committee, mentioned at para 6.1.2 above, was convened to take a holistic view of the Initiatives to be supported by IFFTI.
 - 6.3.1.3 The recommendations of Programmes Committee are placed at *Annexure II (Page 19)*
 - 6.3.1.4 Based on the recommendations of the Programmes Committee the General Council decided to initially undertake the following two Initiatives presently in progress.
- 6.3.2 As mentioned earlier, these two Initiatives address the first two of the following objectives of IFFTI:-
- (a) To advance education in design, technology and business for fashion and its related industries,
 - (b) To promote an international forum for the exchange of ideas and collaborative research and development,
 - (c) To promote student involvement in IFFTI,
 - (d) To foster the development of fashion and its related industries internationally.
- 6.3.3 It is perhaps now time to address the remaining objectives of IFFTI as well.
- 6.3.4 A summary of initiatives which have been recommended by various Committees are given below for the information of Members:-
- (a) Faculty Development Programme,
 - (b) Internships and Placements,
 - (c) Creation of Database,
 - (d) Distance Learning Material,
 - (e) International Acceptance of Research Values,
 - (f) Recognizing and Protecting Intellectual Property Rights,
 - (g) Student Exchange Programmes,
 - (h) Credit Transfer of Students,
 - (i) Funding Travel of Faculty to Meet with Faculty of other Member as well as non-Member Institutions of IFFTI, in order to develop or progress a joint research activity,
 - (j) To carry out research using the particular archival or other specialist resources available in that Institution where the Conference is being held,
 - (k) Publishing of Papers on another topic relevant to the mission of IFFTI,

- (l) Funding of Travel for Junior Faculty to present Papers at the 2005 IFFTI Conference on the theme of 2005 Conference, “*The Globalization of Fashion: Future Challenges for Education and Business*”
- (m) International Competition in Fashion and Textiles. This competition is to be sponsored by Industry and Commerce. The sponsorship would be given on the lines of ‘travel sponsorship’, wherein IFFTI Member Institutions worldwide would provide assistance and opportunities to the recipient of sponsorship visiting their respective countries.
- (n) IFFTI Scholarship to assist students for further studies. The sponsorship for this Initiative would also be obtained from Industry and Commerce. This sponsorship would be on similar lines as the ‘Inlaks’ and ‘Fulbright’ Scholarships.

6.3.5 Keeping in view the long lead-time in implementation of the Initiatives, the General Council is requested to deliberate and identify atleast three more initiatives for support by the IFFTI.

6.3.6 Prior to the deliberations by the General Council, Ms. Elizabeth Rouse, Chairperson, Programme Committee, would be requested to make a short presentation on the status of the present Initiatives and recommendations for future Initiatives.

FIRST ACTION PLAN FOR IFFTI DATED 10TH NOVEMBER 2000

Based on the recommendations of working groups

As per the recommendations of the Executive Committee, the working groups met during the year and have given several recommendations in the areas they deliberated on. Certain priorities have emerged from the recommendations, which can be implemented during 1999-2000. An action plan has been drawn up based on these recommendations. It is proposed that all the members in the Board Meeting may endorse the action plan and adopt for implementation.

The success of fashion enterprises depends on their ability to compete at national, regional and global levels and the skills of their workforce and knowledge at all levels in the organization, will be a key factor in that success. Institutions of the fashion education will have to play proactive role in developing student and faculty with a global perspective who can help in upgrading and value addition to their industry segments. In this context the recommendation can be broadly grouped under three focus areas that can be adopted by the IFFTI Board and Members for implementation.

The key thrust areas are:

STUDENT DEVELOPMENT PROGRAMME: During 2000-2001 it is recommended that the following may be taken up.

1. **Students exchange programme:** In 2000 at least two students may be accepted in exchange from each member Institute of the IFFTI.

IFFTI members shall encourage student exchange programmes from design, management and technology education streams. The number of students involved in the programme and the conditions may vary depending upon the institutions concerned, though broadly the hosting institutions may waive fees and arrange for accommodation of the students free of cost.

2. **Credit transfer of students:** The mobility and flexibility in the educational systems are of cardinal importance in promoting fashion education in a global context. Students who are studying or pursuing higher education in certain institutes would be desirous of opportunities elsewhere in order to expand the domain of their knowledge and on awareness of industrial practices in a global context, so that they can value add to their respective countries or contribute to the fashion industry growth globally.

To start with in 1999-2000 it is proposed to initiate bilateral exchange, wherever possible. The credits will be validated by the professors of the exchange institutes, enabling the

participating institutes to honour their recommendations. IFFTI Members are expected to respect the agreement in credit transfer, so that the opportunities can be enhanced.

3. **Internships and Placements**: The “IFFTI International Students Cell” may be established under the IFFTI to facilitate summer internships up to 12 weeks and final placement on completion of the education programme of the students belonging to the institutes who are members of IFFTI. The cell will operate through the internet as well as through print communications and initiate dialogue between companies and students to facilitate such internships and placements.
4. **Travelling Scholarship**: To enable the students to obtain exposure to culture, design, technology, management, marketing etc. in the host countries, traveling scholarships for students may be introduced.

The members of IFFTI are requested to offer a minimum of two traveling scholarships starting in 2000AD for a period of at least two weeks. This will involve travel, daily allowance etc. In this case, the host institute can provide boarding and lodging, local transportation etc. while the sponsoring country can take care of international travel.

5. **IFFTI’s Students’ Forum**: The IFFTI considers students’ involvement in its activities to be of critical significance. In order to promote and facilitate students’ involvement, the student-related activities can be organized under two structural frameworks: IFFTI may enable setting up a global “IFFTI STUDENT FORUM” which will call for membership from students of all participating institutes whilst also maintaining a local character.
 - a. Promote Internet, tele-conferencing
 - b. Installing IFFTI website and Internet chat room for IFFTI students
 - c. Student’s Publications and Newsletter
 - d. Competitions
 - e. Bi-annual international student’s conferences
 - f. Development of international projects.
6. **IFFTI’s students and professors biannual conference**: Beginning with the London Conference in the year 2000, it is proposed that a biannual conference of students and faculty should be held preceding the annual conference of IFFTI. This will give an opportunity of wider interaction between institutes and better exchange of information would be possible.

FACULTY DEVELOPMENT PROGRAMME:

Faculty development will be in terms of exchange of faculty on bilateral terms after determining the core strength of each institute. The payment for the faculty exchange would be on mutual basis, so that the host institute takes care of hospitality and travel cost while the parent institute continues to pay the salary.

Second would be training of faculty for skill up-gradation in the areas mutually decided amongst the institutes.

WEB BASED SYSTEMS

It is recommended that a common website be established which will be interactive, provides update information on IFFTI and its member institutes and has chatrooms for students, faculty and professionals to exchange views within certain parameters. That will provide an informal atmosphere for information exchange.

IFFTI's website would have hyper links with institutions, companies, manufacturers, suppliers, and other industry based organizations, and national and international support programmes for the fashion and related industries internationally. It is worth mentioning that a renowned web designer needs to be commissioned for this purpose and India has software/web design specialist at lower costs.

OTHER MATTERS

Database: It is recommended that IFFTI commissions the development of a database which will facilitate educational exchange and collaborative research projects amongst IFFTI members, and the development of consultancy. Arrangements must also be made for maintaining its currency. Also the first step towards developing any consultancy or student collaboration is creating a database. Each member institution would need to supply sets of information about its faculty and courses in a standard format.

Distance Learning Materials: IFFTI establishes a network of individuals or institutions developing distance learning materials who can share ideas and good practice, and who could jointly seek sponsorship for, and work on, new projects.

International acceptance of research values: A Committee may be set up under the aegis of IFFTI to evaluate and grant acceptance to research papers or support academic research which can be published in the leading international Publications like EIU, Bobbin, Apparel International, International Textile etc, and probably raise resources for IFFTI by selling the rights to publish and in turn help faculty members who may otherwise would not have had the opportunity to publish papers in journals and other publications.

Recognising and protecting intellectual property rights: IFFTI as a group should promote awareness about intellectual property rights with reference to original research on various topics related to design, management and technology along with fashion design and product development.

Annexure II

[Refers to Para 6.3.1.3 Page 14]

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IFFTI INITIATIVES DATED 23RD SEPTEMBER 2002

1. Introduction

In preparation for the 4th Annual Conference, IFFTI members are requested to consider and respond to two proposals made by the Executive Committee. The background to these initiatives and the proposals to fund a publication and to form a Programmes Committee are set out below.

2. Background

IFFTI was founded with the mission to develop a global network of institutions recognised as leaders in the advancement of education, research and development in design, technology and business for fashion and its related industries through international collaboration.

Five objectives were identified and to further those objectives a number of projects have been funded such as the IFFTI web site and the production of the IFFTI brochure.

At the Executive Committee meeting in July 2002 in New York, the annual review of the financial position of the Foundation took place. It was noted that the Foundation through an increase in membership and prudent management has accrued a small surplus. It was the view of the Executive Committee that these funds should be used to support initiatives which would further the goals of IFFTI and be of direct benefit to members. To this end the following proposals were made.

3. Proposals

• **Best Practice in Fashion Education**

This initiative addresses two of the original five main objectives of IFFTI:

Objective 1: Advance education and research in design, technology and business for the fashion related industries

Objective 2: Promote an international forum for the exchange of ideas, and collaborative research and development.

IFFTI member institutions are leaders in fashion education and research. The Executive Committee wishes 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. It also wishes to involve and support faculty from IFFTI member institutions in this process by offering the incentive of an award.

Faculty from member institutions are therefore invited to submit proposals for papers that describe and evaluate innovatory and good practice within their specific field of fashion education or institution. It is anticipated that papers will address a broad range of topics which might include developments in curriculum design, pedagogy, new methods of assessment, links with industry, work based learning, postgraduate education, the impact of research on the student experience, international collaborations and student exchanges.

Between six and ten papers will be published as the first IFFTI Working Papers ready for distribution to members at the 5th Annual Conference, and for sale at nominal cost to non-members.

Awards of US \$1,000 will be made to individuals whose work is selected for publication. It is envisaged that the awards will be used to finance a small new research project, or to support the writing up of existing projects or initiatives.

A budget of US \$18,000 has been allocated to cover the cost of the awards, the services of an editor and publication costs.

Further details to be circulated to faculty are attached.

- **The formation of a Programmes Committee**

In order to identify and manage future initiatives, the Executive Committee has proposed that a Programmes Committee be established. The first convenor is Elizabeth Rouse (London College of Fashion) and nominations for four additional members are sought.

The Committee will be responsible for identifying initiatives which will further the objectives of IFFTI and which have clear benefits for the members.

4. Action by members

- To distribute the enclosed details of the Paper on 'Best Practice in Fashion Education' and encourage faculty to submit proposals.
- To bring nominations for membership of the Programmes Committee to 4th Annual Meeting of the IFFTI General Council at Hong Kong on 7th November 2002.

Elizabeth Rouse
23 September 2002

Report from the IFFTI Initiatives and Programmes Committee Dated 03 March 2003

1. Introduction

This brief paper provides a background to the formation of the Programmes Committee, a progress report on the Initiative on “Best Practice in Fashion Education” and sets out details of the proposal for the forthcoming year.

2. Background

At the Executive Committee meeting in July 2002 in New York, the annual review of the financial position of the Foundation took place. It was noted that the Foundation, through an increase in membership and prudent management, has accrued a small surplus. It was the view of the Executive Committee that these funds should be used to support initiatives that would further the goals of IFFTI and be of direct benefit to members. At the 4th Annual Conference, the Programmes Committee was established to identify and manage future initiatives. The members of the Programmes Committee are:

- *Chairperson: Prof. Elizabeth Rouse (LCF)*
- *Ms. Pauline Terreehorst (AMFI)*
- *Prof. Machiko Miyoshi (Bunka)*
- *A representative from Fu Jen University*
- *Mr. A.K.G. Nair (Pearl Academy)*
- *Mr. Nicholas Huxley (SIT)*
- *Ms. Alison Mason (UTS)*

3. Progress Report on Best Practice in Fashion Education (IFFTI Initiative 2002/3)

This initiative was agreed to by the IFFTI members at the 4th General Council Meeting in November 2002. Faculty from member institutions were invited to submit proposals for Papers that describe and evaluate innovatory and good practices within their specific field of Fashion Education or their respective Institutions. The number of proposals submitted for consideration by the selection panel was initially quite small, but since the Committee wished to encourage proposals from a wide range of Institutions, the deadline for submissions was extended to March 31st 2003. Seventeen proposals have been submitted to date from faculty of nine Member Institutions of IFFTI.

Between six and eight Papers will be published as the first IFFTI Working Papers. Originally the intention was to have the Papers ready for distribution to members at the 5th Annual Conference, and for sale at nominal cost to non-members. However, because the Conference has been brought forward to March from November 2003, the Papers will now be distributed at the 6th Annual Conference of IFFTI.

A budget of \$18,000 has been allocated to cover the cost of six to eight awards, the services of an editor and publication costs.

4. **Funding for Faculty Travel**

This initiative addresses the second of the original five objectives of IFFTI:

“Objective 2: Promote an international forum for the exchange of ideas, and collaborative research and development in fashion design, technology and business and related industries.”

The Programmes Committee wishes to encourage greater collaboration between IFFTI Member Institutions and to increase the participation by members of faculty in the Annual Conferences of IFFTI. It was agreed at the meeting on 7th November 2002 that the provision of funds to support travel of faculty members would make a significant contribution to achieving these two objectives and a sum of US\$25,000 has been allocated to support this initiative.

The Committee recommends that faculty should be able to bid for funds to travel to another IFFTI member institution for one of the following purposes:

- to meet with faculty of other Member as well as non-Member Institutions of IFFTI, in order to develop or progress a joint research activity;
- to carry out research using the particular archival or other specialist resources available in that Institution where the Conference is being held;
- to present a paper at an IFFTI Annual Conference (junior faculty members).

The details of the proposal are attached in the paper **Funding for Faculty Travel**, which should be circulated to faculty within each member institution.

5. **Action**

The General Council Meeting at the 5th IFFTI Annual Conference is asked to:

- consider and approve the proposal from the IFFTI Programmes Committee to provide a fund to support staff travel to facilitate collaborative research, or attendance at IFFTI conferences;
- nominate a sub-committee comprising three members from the membership of the Programmes Committee to approve awards.

Elizabeth Rouse
3 March 2003

AGENDA ITEM NO. 7

CORPORATE COMMUNICATION PLAN

7.1 **Web Site.**

A new website has been designed by the Secretariat.

7.2 **Brochure.**

New set of brochures have been printed.

AGENDA ITEM NO. 8

NETWORK OF SPECIALISED INFORMATION

8.1 In response to the proposals made by IFM, Paris and NIFT, India, it was decided to convene a Sub-Committee comprising following Members to examine the possibility of setting up the IFFTI Library Resource Network to examine the feasibility of creating a partnership between all Libraries and Documentation Centers of IFFTI Member Institutions:-

- | | | |
|-----|---|-------------|
| (a) | Dr. Georgianna Appignani, FIT, New York | Chairperson |
| (b) | Ms. Ana Ferreira, IFM, Paris | Member |
| (c) | Mr. Sanjeev Kumar, NIFT, India | Member |

8.2 A copy of the convening letter is placed at *Annexure III (Page 25)*.

8.3 Dr. Georgianna Appignani, the Chairperson of the Committee would be requested to apprise the General Council in this regard.

Annexure III
(Refers to Para 8.2 Page 24)

I F F T I
INTERNATIONAL FOUNDATION OF FASHION TECHNOLOGY INSTITUTES

***IFFTI Secretariat, C/o NIFT Campus,
Hauz Khas, New Delhi – 110 016, India
Tel: 00-91-9811800391 (Mobile), 00-91-11- 26611163 (Direct),
Board Nos. 00-91-11-26965080/26965059 Ext 403
Fax:00-91-11-26851359/26851198
Email: ifftisec@yahoo.com***

IFFTI/1004B/2004

19 January 2004

IFFTI RESOURCE NETWORK

BACKGROUND

At the 6th Meeting of the Executive Committee held at IFM, Paris in July 2001, IFM had brought forward a proposal for creating an IFFTI Resource Network for benefit of IFFTI Member Institutions. The proposal was discussed at subsequent IFFTI meetings but was kept in abeyance owing of inadequate response from Members. Subsequently, NIFT, New Delhi also made a proposal on similar lines in October 2003.

DECISION

2. The proposals were deliberated upon at the 10th Meeting of the Executive Committee at IFM, Paris on 21st November 2003. It was decided to convene a Sub-Committee comprising suitable representatives from FIT, IFM and NIFT to examine this aspect in greater detail.

SUB-COMMITTEE

3. In pursuance of the aforementioned decision, a Sub-Committee, comprising the following representatives, is hereby convened to examine the feasibility of creating a suitable network for exchange of information between the Resource Centres of IFFTI Member Institutions.

- | | |
|---|---------------------------|
| a) Dr. Georgianna Appignani,
Assistant to the Vice President Academic Affairs,
International Programs
FIT, New York, USA | <i>Chairperson</i> |
| b) Ms. Ana Ferreira,
Head of Documentation Centre,
IFM, Paris, France | Member |

c) Mr. Sanjeev Kumar,
Head National Resource Centre,
NIFT, New Delhi, India.

Member

TASK

4. The project is to be attempted in two phases:-

a) **Phase I** –

i) Identify specialized collections kept at various Institutions across the world, like the Costume and Fabric Collection etc at the Shirley Goodman Centre of FIT, Miao Collection of Chinese Costumes held at Fu Jen University, E-Map Archives of LCF, Textiles Collections at NIFT, Museum Collection of Kent State University, etc.

ii) Determine the procedure to facilitate access to the specialized information by authorized representatives of IFFTI Member Institutions.

b) **Phase II** – Network the Resource Centres of IFFTI Member Institutions to facilitate exchange of resources.

5. Presently the Sub-Committee is to undertake Phase I of the project only. The decision on way ahead for Phase II would be taken after successful completion of Phase I.

6. The Sub-Committee is requested to forward its proposals for implementation of Phase I of the Project, to the IFFTI Secretariat by 1st March 2004, so that the same could be included in the Agenda for the 6th IFFTI Annual Conference scheduled to be held at NIFT, New Delhi from 29th March 2004 to 02nd April 2004.

7. Copies of relevant correspondence on the subject is enclosed herewith for information of the Committee.

Best regards,

Commodore Vijay (Retd.)
Secretary

Dr. Georgianna Appignani, FIT, New York, USA,
Ms. Ana Ferreira, IFM, Paris, France,
Mr. Sanjeev Kumar, NIFT, New Delhi, India.

AGENDA ITEM NO. 9

VENUES OF FUTURE IFFTI MEETINGS AND CONFERENCES

9.1 The details of the venues for the future IFFTI Meetings *approved* at the 5th Annual Conference are given below:-

S. No.	Meeting	Venue	Period
a)	10 th Executive Committee	IFM, Paris, France	November 2003
b)	6 th Annual Conference and 11 th Executive Committee	Ryerson, Toronto, Canada	April 2004
c)	12 th Executive Committee	NIFT, New Delhi, India	November 2004
d)	13 th Executive Committee	LCF, London, UK	July 2005
e)	7 th Annual Conference and 14 th Executive Committee	Bunka Women's University, Tokyo,	November 2005
f)	15 th Executive Committee	FIT, New York, USA	July 2006
g)	8 th Annual Conference and 16 th Executive Committee	IFM, Paris, France	November 2006
h)	9 th Annual Conference and 17 th Executive Committee	Australia	April 2007

9.2 Consequent to Ryerson expressing their inability to host the Annual Conference, the matter was deliberated at the 10th Executive Committee Meeting held at IFM, Paris in November 2003. The Committee decided to accept the gracious offer of NIFT, India to host the 6th Annual Conference in March 2004.

9.3 To reduce the possibility of last minute cancellations of IFFTI Meetings by Member Institutions, the Committee decided to request the Authorised Representatives of Member Institutions to kindly obtain written commitment from the Head of their Institution prior to making an offer to host the Executive Committee Meetings and Annual Conferences of IFFTI. This would provide a certain amount of safeguard and would cater to changes in administration of the Institutions during the intervening period between the offer being made and the Meeting actually taking place.

9.4 The Secretariat has received confirmed Commitments from London College of Fashion, Bunka Women's University, Fashion Institute of Technology, and Institut de la Mode, in respect of the Executive Committee Meetings and Annual Conference scheduled upto the year 2006. A formal response is still awaited from RMIT in respect of the 2007 Annual Conference.

9.5 The General Council may deliberate and decide on the venues of future Meetings from the year 2008 to 2010. A comprehensive list of venues of IFFTI Meetings held and scheduled to be held is given below:-

VENUES OF IFFTI MEETINGS

S. No	Meeting	Venue	Date
1.	Plenary Conference	National Institute of Fashion Technology, New Delhi, India	17 th -19 th Nov. 1998
2.	1 st EC	Institut Francais de la Mode, Paris, France	3 rd June 1999
3.	2nd AGC and 2 nd EC	Universidade Anhembi Morumbi, Brazil	17 th -19 th Nov. 1999
4.	3 rd EC	London College of Fashion, London, UK	5 th June 2000
5.	3rd AGC and 4 th EC	London College of Fashion, London, UK	7 th -10 th Nov. 2000
6.	5 th EC	Hong Kong Polytechnic University, Hong Kong	20 th Feb. 2001
7.	6 th EC	Institut Francais de la Mode, Paris, France	2 nd July 2001
8.	7 th EC	Fashion Institute of Technology, New York, USA	9 th -10 th July 2002
9.	4th AGC and 8 th EC	Hong Kong Polytechnic University, Hong Kong	6 th -11 th Nov. 2002
10.	5th AGC and 9 th EC	Donghua University, Shanghai, China	18 th -22 nd Mar. 2003
11.	10 th EC	Institut Francais de la Mode, Paris, France	20 th -21 st Nov. 2003
12.	6th AGC and 11 th EC	National Institute of Fashion Technology, New Delhi, India .	29 th Mar-3 rd Apr. 2004
13.	12 th EC	Ryerson University, Toronto, Canada	September 2004
14.	13 th EC	London College of Fashion, London, UK	July 2005
15.	7th AGC and 14 th EC	Bunka Women's University, Tokyo, Japan	November 2005
16.	15 th EC	Fashion Institute of Technology, New York, USA	July 2006
17.	8th AGC and 16 th EC	Institut Francais de la Mode, Paris, France	November 2006
18.	9th AGC and 17 th EC	Australia	April 2007

9.6 **Themes of Future Conferences** – The General Council may consider and if deemed fit discuss and finalise themes of future Annual Conferences. The themes of previous Conferences are given above:-

No.	Date	Venue	Host Institution	Theme
7 th AGC	Nov. 2005	Japan	Bunka Women's University	The Globalization of Fashion: Future Challenges for Education and Business.
6 th AGC	Mar 2004	New Delhi	National Institute of Fashion Technology	Integration of Fashion Value Chain (from Design to Retail) – Destination India
5 th AGC	Mar 2003	Shanghai	Donghua University	Fashion Education
4 th AGC	Nov. 2002	Hong Kong	The Hong Kong Polytechnic University	Fashion and Textiles: The New Frontiers – Design, Technology and Business
3 rd AGC	Nov. 2000	London	London College of Fashion	Fashion Directions: Visioning the Future
2 nd AGC	Nov. 1999	Brazil	Universidade Anhembi Morumbi	Design and Markets: Post 2004 Scenario
1 st AGC	Nov. 1998	New Delhi	National Institute of Fashion Technology	Plenary Conference

9.7 **Panel Discussions** – After detailed deliberations following decisions have been taken with regard to Panel Discussions at future IFFTI Conferences:-

(a) **Topics**

- i) Assessment Procedure,
- ii) Design and Culture – modification of design to suit the culture of different countries,
- iii) Compliance – child labour, working hours, etc,
- iv) Evolution of fashion over the years,
- v) Integration of fashion value chain with emphasis on retail.
- vi) The impact of advancement in modern technology on future fashion education.
- vii) Role of technology in globalisation of fashion.

(b) **Guest Speakers** - To begin with, the Institution hosting the Annual Conference would invite a Guest Speaker to lead the Panel Discussion.

(c) **Format** – Although it would be desirable to make Panel Discussions as a part of the main Annual Conference to enable larger participation, however, the final decision would be of the host Institution.

9.8 The General Council may decide on the topic for the next Annual Conference scheduled to be held at Bunka Women's University.

9.9 **7th IFFTI Annual Conference at Bunka Women's University** - Authorised Representative of Bunka Women's University would make a presentation on the salient features of the proposed 2005 Annual Conference.

AGENDA ITEM NO. 10

LINKAGES WITH INTERNATIONAL APPAREL FEDERATION

The Chairperson would brief the General Council on the progress made in the matter.

AGENDA ITEM NO. 11

ACCOUNTS, FINANCE AND BUDGET

11.1 The following are placed as *Annexures (Page 33 to Page 37)* for consideration by the General Council:-

- (a) Membership Subscription - *Annexure IV (Page 33)*
- (b) Statement of Financial Affairs - *Annexure V (Page 34)*
- (c) Provisional Balance Sheet as at 31st March 2004 - *Annexure VI (Page 35)*
- (d) Budget for the period 2004-2005 - *Annexure VII (Page 37)*

11.2 The General Council may deliberate and adopt the same.

AGENDA ITEM NO. 12

ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR

Members may take up additional issues with the permission of the Chairperson.