

MINUTES OF THE THIRD ANNUAL CONFERENCE OF IFFTI
(INTERNATIONAL FOUNDATION OF FASHION TECHNOLOGY INSTITUTES)
HELD AT LONDON, U.K., ON 7-10 NOVEMBER, 2000

CONSOLIDATED MINUTES OF THE THREE BOARD MEETINGS HELD DURING THE THIRD IFFTI CONFERENCE ON 8TH NOVEMBER AT 8.00 AM. AND 4.30 P.M. AND ON 10TH NOVEMBER AT 10.30 A.M. IN THE PREMISES OF LONDON COLLEGE OF FASHION, LONDON, U.K.,

AGENDA ITEM NO. 1

WELCOME REMARKS BY CHAIRMAN – IFFTI

In his welcome remarks, Mr. Anil Kumar, Secretary (Textiles), Government of India and Chairman-IFFTI, complimented the host, London College of Fashion, London, U.K., for organising the Conference. He hoped that productive discussions would take place during the Conference, leading to useful conclusions and recommendations for constructive developments in times to come. He also emphasised the need for enlarging the scope of co-operation and exchange of ideas between member institutes through the IFFTI platform. He hoped that fruitful and constructive results would be achieved through the deliberations of the Third Annual Conference of IFFTI.

AGENDA ITEM NO. 2

LEAVE OF ABSENCE

It was discussed that henceforth the term 'Leave of Absence' shall not be used and regrets for not attending the conference may be accepted as 'Apologies Sent'. Consequently, apologies were accepted from the following member institutions:

- 1) Domus Academy, Italy
- 2) Fu Jen Catholic University, Taiwan
- 3) Bunka Women's University, Japan

AGENDA ITEM NO. 3

CONSTITUTION OF THE CREDENTIALS COMMITTEE ON THE DELEGATES ATTENDING THE BOARD MEETING AND ADOPTION OF ITS REPORT.

The Board entrusted the work of verifying the credentials of all delegates attending the Board meetings of the third IFFTI Conference to a Committee comprising the following members:

- a) Royal Melbourne Institute of Technology, Australia
- b) Fashion Institute of Technology, USA
- c) Hogeschool van Amsterdam, The Netherlands

The Committee scrutinised the list of the delegates and observers representing the member institutes of IFFTI. A duly attested report on their credentials is at **Annexure – I**.

The Board felt that for future Board Meetings, the role of the Credentials Committee needed to be formalised. The procedures may be developed for the same and rules may be laid down.

In this behalf, the following suggestions were made:

- a) Keeping in view the international practices, a system would be prescribed for attending the Annual General Meetings.
- b) All the delegates should forward an official Letter of Authority to the Secretariat from their respective Institutions authorising them to attend the Board meeting and to take part in the decision making process, on behalf of their Institutes.
- c) The number of members who could take part in the Board meeting as delegates and others as observers needed to be prescribed.

AGENDA ITEM NO. 4

ADOPTION OF THE MINUTES OF THE 2nd CONFERENCE OF IFFTI HELD AT SAO PAULO, BRAZIL, IN NOVEMBER, 1999

The minutes of the 2nd Board Meeting of IFFTI were presented for ratification by the Board. The Board adopted the minutes.

AGENDA ITEM NO. 5

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 MEETING HELD AT LONDON ON 5th – 6th June 2000

The Board ratified the minutes of the Executive Committee of IFFTI Board held at London on 5-6 June 2000, which had already been circulated to all the members.

The highlights of the power point presentation on the activities of IFFTI during 1999-2000 presented by Secretariat representative from National Institute of Fashion Technology, India, are as follows:

- Assistance was provided to Universidade Anhembi Mornubi, Brazil for the development of IFFTI web-site. Close co-ordination took place between UAM & NIFT team regarding the various necessary inputs for the web-site.

This matter would be taken up for further discussion by the Board as a separate agenda item.

- In order to facilitate the enlargement of scope of interaction between member institutions, members were asked to furnish information on the

nature of bilateral agreements, which they may have with the other member institutions.

- Members were urged to bring ideas for the IFFTI logo at the Conference.
- The Secretariat actively co-ordinated with the London College of Fashion with regard to the preparation of the 3rd Annual Conference.
- It was informed to the Board that formal and informal inquiries regarding membership of IFFTI were received by the Secretariat.
- Member institutions were requested about the remittance of their annual membership subscription.
- Communication was sent to all the member Institutes for their contributions to be published in the IFFTI web-based newsletter. The response to this was lukewarm and consequently the Secretariat postponed bringing out the web-based newsletter.
- Multilateral agencies like the WTO, UNIDO, UNCTAD, IMF, ITC, World Bank and UNDP were contacted to invite them to attend the London Conference. They were also requested to consider providing some financial assistance for the technical conferences of IFFTI to be organised for the benefit of students and faculty of Member Institutions on specific subjects or focussed areas.

AGENDA ITEM NO. 6

DECISION TO BE TAKEN ON THE INTERNATIONAL CONFERENCE OF STUDENTS AND FACULTY OF VARIOUS FASHION SCHOOLS ON THE SUBJECT 'FASHION EDUCATION AT THE CROSS-ROADS OF THE 21ST CENTURY'

At the time of the second Annual Conference of IFFTI at Sao Paulo, representatives from London College of Fashion and the Secretariat had suggested organising an International Meet of Students and Faculty of all fashion schools (including members of IFFTI) at the time of the third

Annual Conference at London. However, this Meet was not feasible from the financial and the host institution's point of view and, therefore, could not be organised in the current Conference. It was, however, decided to refer the matter to the Board so that such an event could be planned at some future date and venue.

On this issue, the Board felt that future IFFTI Conferences should be reformatted in such a manner that greater involvement of faculty and students is achieved. The Student-Faculty Conference should aim to move progressively – from an initial emphasis on faculty to gradually moving on to students. Therefore, the focus should be on greater faculty interaction and the future Conferences of IFFTI should plan more interactive sessions and seminars so that there is increased participation by the academia from all over the world, apart from the regular IFFTI business.

AGENDA ITEM NO. 7

POWER – POINT PRESENTATION ON THE RECENT AND IMPORTANT HAPPENINGS OF ALL THE INSTITUTIONS IN A CONSOLIDATED FASHION TO BE MADE BY THE C.E.O

A compiled and consolidated power point presentation of the various activities of the following Member Institutes during the year, was made by the Secretariat representative from NIFT. The presentation threw light on various initiatives taken by institutes like research, consultancy projects, collaborations and events.

- Royal Melbourne Institute of Textiles, Melbourne, Australia
- Sydney Institute of Technology, Sydney, Australia
- Temasek Polytechnic, Singapore
- The Hong Kong Polytechnic University, China
- University of Technology, Sydney, Australia
- Fashion Institute of Technology, New York, USA
- Polimoda, Italy
- National Institute of Fashion Technology, New Delhi, India

The Board appreciated the presentation. A decision was taken that in subsequent years, the members will make their own Power – Point presentation and submit it to the Secretariat for a consolidated presentation at the Conference. This information would also be circulated through the web – based newsletter by the Secretariat.

AGENDA ITEM NO. 8

ADOPTION OF THE WORK PLAN OF IFFTI FOR 2000 – 2001 IN TERMS OF THE RECOMMENDATIONS RECEIVED FROM THE THREE WORKING GROUPS

It was reported to the Board that the matter relating to Working Groups was discussed in the Executive Committee meeting on 7th November, 2000. It was decided that specific recommendations should be placed before the Board regarding action plan of the Working Groups. The Board felt that there was a need for enlargement of scope of interaction amongst various member institutions with respect to the exchange of ideas regarding Students' exchange, Information sharing, Course development and Student involvement.

For achieving the said objectives, the workshops on '*Students Involvement*' and '*Course Development*' were conducted. Based on these workshops, a paper titled – '*Towards the Enlargement of Interaction of IFFTI Members*' was submitted to the Board. The Board agreed with the recommendations of the paper and adopted it (*Annexure – II*).

In the light of the recommendations the 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 through bilateral agreements between the member institutions, since it was difficult to achieve multilateral co-operation 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 web-site and the web-based newsletter, for which the Secretariat would play a proactive role.

AGENDA ITEM NO. 9

FINANCE AND BUDGET OF IFFTI

The Board broadly approved the budget of IFFTI for the year 2000 – 2001 on the basis of the administrative expenditure of the Secretariat, including payment towards the web-site development by UAM.

However, the Board directed that from next year i.e. 2001 – 2002, the budget needed to be drafted in the context of the proposed activities and new priorities coming up during the year, such as :

- a) expenditure on the development and maintenance of the web-site;
- b) expenditure on bringing out the IFFTI newsletter;
- c) incentive award for the IFFTI logo;
- d) proposed support for activities related to Board meetings at the Conference, to the host Institution; and
- e) revised estimates of annual membership subscription, on account of the likely increase in the membership, as also possible lowering of the membership subscription.

In the light of the above uncertainties in costs and expenditure heads, a realistic view is to be taken with regard to the preparation of the budget for the year 2001 – 2002, which shall be placed before the Executive Committee at its meeting in Hong Kong in February, 2001.

AGENDA ITEM NO. 10

CONSIDERATION OF THE CORRESPONDENCE WITH DOMUS ACADEMY, ITALY

The Board took note of the correspondence with Domus Academy and expressed their satisfaction over the fact that it had agreed to reconsider its decision to withdraw from IFFTI. They also appreciated the efforts made by the Secretariat towards achieving the same.

AGENDA ITEM NO. 11

THE FACTUAL AND LEGAL POSITION REGARDING THE TENURE OF THE MEMBERS OF THE EXECUTIVE COMMITTEE AND CHAIRMAN OF IFFTI

The Board acknowledged and noted the opinion of the Chartered Accountant that the present term of the Chairman and the Executive Committee would be from November 1999 to November 2001.

It was agreed that the election of the next Executive Committee will take place at the time of the next Annual Conference in October 2001 at FIT, New York.

It was also decided to prepare a set of written principles with regard to the regional representation to be given to member institutions in the next Executive Committee meeting. In this context, a point was made regarding the clarification on the process of election of the Executive Committee. It was agreed that after consideration of the matter in the Executive Committee, a paper distilling this information will be placed at the next Conference in October 2001 in New York.

AGENDA ITEM NO. 12

DATE AND VENUE OF THE NEXT CONFERENCE OF IFFTI AND THE THEME OF THE CONFERENCE

The Board noted the position that Hong Kong will not be able to host the 4th Annual Conference of IFFTI in 2001 as had been scheduled earlier.

It was decided that:

- a) **Venue of the Next Conference:** In view of the above position of Hong Kong Polytechnic University, the Fashion Institute of Technology (FIT), New York offered to host the next Annual Conference of IFFTI in its premises on 17th – 20th October 2001.
- b) **Structure of the Conference:** It was discussed and decided to reformat the next Annual Conference in the following manner:
 - **IFFTI Business:** The Board and the Executive Committee meetings will be held on the first two-days i.e. 17th & 18th October, 2001 in the premises of Fashion Institute of Technology (FIT), New York.
 - **Theme of the Conference:** The theme of the Conference for faculty and IFFTI members will be ‘**Universal Design**’ to be held on 19th & 20th October, 2001 in the premises of Fashion Institute of Technology (FIT), New York.
 - **Workshop for participating faculty:** During the Conference, a workshop would be held to promote participation and interaction of nominated faculty from fashion Institutes all over the world. The suggested theme of this workshop is ‘*Opportunities and Directions in Fashion Design through E-commerce*’.

Thus, the structure of the fourth Annual Conference of IFFTI was proposed to be as follows:-

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|---|--|
| 17 th October 2001 | - Executive Committee / Board Meeting |
| 18 th October 2001(forenoon) | - Workshop on ‘Opportunities and Directions in Fashion Design through E-commerce’. |
| (afternoon)- | Board Meeting of IFFTI |
| 19 th -20 th October 2001 | - Conference on “Universal Design” |

AGENDA ITEM NO. 13

ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR

13.1) Membership – Criteria and Admission Process:

The Membership criteria and Admission Process, as discussed in the Executive Committee Meeting, were reported to the Board. The Board was of the view that it would be of immense benefit to IFFTI if it widened its base by including leading fashion Institutes of the world into its fold. Thus, membership should be accorded to a larger number of Institutes representing the different geographical regions of the world, within the parameters of membership criteria agreed upon by IFFTI members.

The Board expressed a need to develop a written set of criteria for membership and also an application process for the same. It was decided to make the process of selection transparent, objective and fair. Keeping in view the above, the task of preparation of the criteria for membership was entrusted to a sub-group comprising :-

- a) Fashion Institute of Technology, New York,
- b) Hong Kong Polytechnic University, China, and
- c) Institut Francais de la Mode, France.

The sub-group considered the matter and recommended the following membership criteria to the Board:

- State recognition (e.g. Ministry of Industry, Ministry of Education etc.);
- Accredited by National Organisations;
- Degree/ Diploma awarding institution: major fields in Fashion Design, Management and Technology;
- Faculty engaged in research publications and scholarship.
- Library, laboratory and other dedicated facilities
- The application should be supported by an IFFTI member/ the application should have at least one IFFTI member referee who would give a letter of support.

Based on the above criteria, the following decisions were taken:

- a) A structured application form would be appropriately designed and drafted by the Secretariat for the benefit of new applicants.
- b) In case the applicant is not able to meet any of the above mentioned criteria, it should justify as to why it should be considered for membership in spite of not having been able to meet that particular criterion.
- c) Applications for membership would be placed for consideration at the Executive Committee meetings for taking early decisions and the matter thereafter will be referred to the Board for ratification.

13.2) Development of the IFFTI Web-site:

During the second Annual Conference of IFFTI at Sao Paulo, Brazil in November, 1999, it was decided to develop a web-site for IFFTI. Universidad Anhembi Morumbi, Brazil took the responsibility for developing the same and developed the web-site with features incorporating the details of the IFFTI member Institutes, events and educational programmes, chat rooms etc. These features were presented by Ms. Carmem Maia to the Board of Directors on 8th November, 2000. It is an excellent tool of global communication and provides a common platform for students to interact. However, the educational element may be reviewed. The contents of the first phase of the web-site were approved by the Board, which also included information on all the Member Institutes of IFFTI.

The IFFTI web site in Phase – I would focus on the following:-

- Hosting information on IFFTI member Institutes.
- Showcasing research and development projects undertaken by the member Institutes.
- IFFTI Annual Conference proceedings and future action plans
- Calendar of events encompassing the areas of design, management and technology.
- Information on various competitions in design, management and technology.

It was decided that all the member institutions would nominate a correspondent to provide information to the web-site co-ordinator, and who would also take the responsibility of updating the information with respect to his/ her own Institution. The web-site will initially be quite simple with phased development in the future, and would serve as the gate-way to the individual web-sites of member institutions.

It was decided that IFFTI will meet the costs related to the web-site. On its part, UAM will submit a budget for developing, operationalising and maintaining the Web-site to the Secretariat, which would then be approved by the Chairman and subsequently, ratified in the next Executive Committee Meeting in Hong Kong in February 2001.

It was also decided to provide limited access to information pertaining to certain classified items, which only the IFFTI members would be able to access through proper security clarifications. The IFFTI Web-site would have simple hyperlinks to the Web-site of member institutions. (*Annexure III*).

13.3) IFFTI Logo:

It was decided during the prioritization of the agenda items during the EC meeting that IFFTI logo would be discussed during the Board meeting. It was agreed that IFFTI should have its own brand logo. For this, the following course of action was decided:

- a) a students' competition would be held with two entries per institution.
- b) the outline and details of the competition would be developed by Ryerson Polytechnic University, Canada who will be the nodal point in co-ordinating this event.
- c) The last date for receiving the entries from each Institute be kept as 15th June 2001.
- d) These entries will then be judged by the Executive Committee at its Meeting in July, 2001 at Paris.
- e) The winner of the selected entry would get a prize in the form of visit to the New York Conference in October 2001.
- f) The entries for the logo competition are to be electronically designed, with software, which will be specified by the co-ordinating Institute – Ryerson Polytechnic University, Canada. The entries are to be submitted on disk along with one hard copy.

13.4) **IFFTI web-based Newsletter:-** At the time of the second Annual Conference of IFFTI at Sao Paulo, Brazil, the Board had discussed that for the effective use of IT in global networking of the member Institutions, a web-based newsletter should be brought out by the IFFTI Secretariat on a quarterly basis. This newsletter would serve as an instrument for exchange, interaction between IFFTI members and also for the dissemination of information among the member Institutes.

The Board directed that the Secretariat should take pro-active steps to bring out the first issue of this newsletter by January, 2001.

13.5) Increased interaction and focus on regional programmes: - The Board noted that there was a need to increase co-operation among various member Institutions of IFFTI. It was also felt that there needs to be an increased focus on regional programmes so that the scope of member co-operation is enlarged. In this context, the following decisions were taken:

- a) ***Greater coverage through frequent Executive Committee meetings:***
It was decided that in order to sustain initiatives and projects of member Institutions in a particular regions, more EC meetings should be conducted. These EC meetings should be conducted regionally in order to provide for greater co-operation and interaction among the members. Consequently, it was decided to hold three Executive Committee meetings in a year in three different regions of the world.

For the year 2000-2001, the following provisional venues and dates for the Executive Committee meetings were mooted by the Board:

- ◆ Hong Kong - 20th February, 2001
- ◆ Paris - mid-July 2001.
- ◆ New York - 17th October 2001 (in conjunction with the fourth annual conference)

- b) ***Communication of minutes of the Executive Committee:*** It was decided that the minutes of the Executive Committee meetings should be forwarded to all the member Institutions soon after the meeting in order to keep them well informed about all IFFTI matters.

The meeting ended with the vote of thanks to the Chair.

