

**MINUTES OF THE MEETINGS HELD AT THE
15TH IFFTI ANNUAL CONFERENCE ON 2ND, 3RD AND 4TH APRIL, 2013 AT THE
FASHION INSTITUTE OF DESIGN AND MERCHANDISING, LOS ANGELES, USA**

**ENCLOSURE 1
(8 PAGES)**

Meeting	Opening Session of the 29 th Meeting of the Executive Committee	
Date	Tuesday 2 nd April, 2013	
Time	1430 hours to 1700 hours	
Location	Fashion Institute of Design & Merchandising, Los Angeles campus	
Attendance	<p>(a) <u>Chair</u></p> <ul style="list-style-type: none"> • Dr. Satoshi Onuma, Bunka Gakuen University, Japan <p>(b) <u>Regional Members</u></p> <ul style="list-style-type: none"> • Ms. Tina Guglielmino, School of Fashion and Textiles, RMIT, Australia – Deputy Chairperson and Chair, Membership Sub-Committee • Ms. Souraya Bouwmans-Sarraf, Amsterdam Fashion Institute, The Netherlands – Deputy Chair, Education Initiative Sub-Committee • Ms. Sylvie Ebel, Institut Francais de la Mode, Paris – Chair, Finance Sub-Committee • Prof. Frances Corner, London College of Fashion, U.K. – Chair, Education Initiative Sub-Committee • Dr. Giacomo Oliva, Fashion Institute of Technology, USA – Deputy Chair, Membership Sub-Committee • Prof. Raymond Au, The Hong Kong Polytechnic University, Hong Kong – Deputy Chair, Research Sub-Committee • Prof. Li Jun, Donghua University, P.R. China <p>(c) <u>Special Invitees</u></p> <ul style="list-style-type: none"> • Ms. Barbara Bundy, The Fashion Institute of Design and Merchandising, USA – Host Institution <p>(d) <u>Co-opted Member</u></p> <ul style="list-style-type: none"> • Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia <p>(e) <u>Member Secretary</u></p> <ul style="list-style-type: none"> • Commodore Vijay Chaturvedi (Retd.) 	
Welcome	Dr. Satoshi Onuma welcomed the Executive Committee members. He 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 28 th meeting of the Executive Committee held on 15 th and 16 th November, 2012 at Istanbul Moda Academy, Istanbul, Turkey were adopted as circulated.	Secretary

	<p>2.14 She informed the Committee that Istanbul Moda Academy, Turkey had submitted a detailed statement of case justifying the upgradation of their membership. The Review Committee was satisfied with the explanation and recommends offering Istanbul Moda Academy, Turkey ‘Regular’ Membership.</p> <p>Decisions:</p> <p>2.15 The criteria recommended by Membership Sub-Committee was approved.</p> <p>2.16 Istanbul Moda Academy was offered ‘Regular’ Membership.</p> <p>Interaction with IAF:</p> <p>2.17 Dr. Satoshi Onuma, Bunka Gakuen University, Japan and Ms. Souraya Bouwmans-Sarraf, Amsterdam Fashion Institute, The Netherlands explained the interaction they had with IAF delegates at the last Convention of IAF held at Oporto, Portugal. Whereafter IAF had forwarded a proposal to enhance cooperation between the two organizations.</p> <p>Decision:</p> <p>2.18 After detailed discussions, it was felt that the proposal of IAF contained in their offer letter was beneficial and should be tried for an initial period of 3 years. Ms. Souraya Bouwmans-Sarraf was asked to prepare a draft joint proposal for approval.</p>	<p>Secretary</p> <p>Ms. Souraya Bouwmans-Sarraf</p>														
<p>3. <u>IFFTI</u> <u>Website</u></p>	<p>3.1 The Secretary explained that he had invited offers for upgradation of the website. He tabled the best offer. The Committee perused the offer and decided to view the samples of websites crafted by the company at the closing session.</p> <p>Decisions:</p> <p>3.2 A new ‘PR Marketing and Communication Sub-Committee’ is to be convened under the Chairmanship of Ms. Tina Guglielmino. The Committee is to select suitable members from the General Council including those with IT experience. The initial composition was recommended as follows:–</p> <table border="1" data-bbox="245 1270 1377 1585"> <thead> <tr> <th>S. No.</th> <th>Name</th> </tr> </thead> <tbody> <tr> <td>(a)</td> <td>Ms. Tina Guglielmino, Chairperson, School of Fashion and Textiles, RMIT, Australia</td> </tr> <tr> <td>(b)</td> <td>Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia</td> </tr> <tr> <td>(c)</td> <td>Mr. Robert Ott, Ryerson University, Canada</td> </tr> <tr> <td>(d)</td> <td>Prof. Frances Corner will nominate a suitable delegate from London College of Fashion, UK</td> </tr> <tr> <td>(e)</td> <td>Dr. Giacomo Oliva agreed to nominate a web designer from Fashion Institute of Technology, USA</td> </tr> <tr> <td>(f)</td> <td>Ms. Barbara Bundy will nominate a suitable delegate from the Fashion Institute of Design and Merchandising, USA Museum Group</td> </tr> </tbody> </table> <p>3.3 This Committee will guide the website creator in crafting the new website and will thereafter continuously monitor the functioning and upgradation of website.</p>	S. No.	Name	(a)	Ms. Tina Guglielmino, Chairperson, School of Fashion and Textiles, RMIT, Australia	(b)	Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia	(c)	Mr. Robert Ott, Ryerson University, Canada	(d)	Prof. Frances Corner will nominate a suitable delegate from London College of Fashion, UK	(e)	Dr. Giacomo Oliva agreed to nominate a web designer from Fashion Institute of Technology, USA	(f)	Ms. Barbara Bundy will nominate a suitable delegate from the Fashion Institute of Design and Merchandising, USA Museum Group	<p>Ms. Tina Guglielmino</p> <p>Prof. Robyn Healy</p> <p>Mr. Robert Ott</p> <p>Prof. Frances Corner</p> <p>Dr. Giacomo Oliva</p> <p>Ms. Barbara Bundy</p> <p>Secretary</p>
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<p>4. Education Initiatives Sub- Committee</p>	<p><u>Faculty Exchange Initiative:</u></p> <p>4.1 Prof. Frances Corner informed the Committee that an honorarium scheme was established to fund short visits between IFFTI member institutions. The Sub-Committee supported five exchanges this year and once the reports had been received, funding would be allocated. There was also the opportunity for the report to be uploaded to the IFFTI website. There was discussion on how we would like to increase the number of exchanges supported to between 8 and 10. As part of this, IFFTI member institutions could also be encouraged to invite experts to come and present on issues such as assessment or particular areas of the curriculum, as well as individuals undertaking short visits to other institutions. Members were also reminded that these exchanges could take place within regions to ensure there were no issues around language, as well as across continents.</p> <p><u>Decision:</u></p> <p>4.2 It was decided to increase the awards in this initiative from 5 to 8.</p> <p><u>Conference Workshops:</u></p> <p>4.3 Prof. Frances Corner informed that a two hour workshop was to take place during the Conference, which was focusing this year on 'Assessment'. It was noted that Rob Phillips, London College of Fashion, UK; Leslie Holden, Amsterdam Fashion Institute, The Netherlands; Tina Guglielmino, School of Fashion and Textiles, RMIT, Australia and Jane Bartholomew, Nottingham Trent University, UK would all give presentations looking at some of the issues around assessment and it was agreed that a member of the Sub-Committee would listen carefully to each presentation to ensure discussion was stimulated in the break-out groups. The Sub-Committee also discussed how this workshop would provide the opportunity to focus on educational teaching and learning issues that were of concern to members and went on to discuss other possible areas of focus such as the nature of our global student, how we assess students in terms of their relevance for our courses, the fast changing nature of the curriculum and issues around the internationalization of the curriculum. As part of this discussion there was feedback from the two regional meetings that the European institutions have managed to organize and it was felt that the title 'How to teach design?' for the 2014 workshop would bring about a really positive discussion.</p> <p><u>Regional Meeting:</u></p> <p>4.4 Ms. Sylvie Ebel, Institut Francais de la Mode, Paris and Ms. Souraya Bouwmans-Sarrafi, Amsterdam Fashion Institute, The Netherlands informed that IFM and AMFI had held Regional Meeting at their respective institutions. 6 Regional Schools had met in Paris and had a very fruitful meeting. It was agreed that this was an important initiative and that other regions should be encouraged to develop them. Regional Meetings provide the opportunity to include representatives from IFFTI institutions who would not normally attend the Conference and could be held to coincide with relevant regional events such as fashion weeks. It was noted that Skype or video conferencing could be used if representatives were unable to attend in person.</p> <p><u>IFFTI Website:</u></p> <p>4.5 There was also discussion of the IFFTI Website and how it could and should be far more interactive, such as with use of blogs. Robert Ott, Ryerson, Canada agreed to look at possible ways to improve and develop the website and will report back at the next meeting. There was quite a lot of discussion on the possibility of developing a section of the website for the archives and special collections of member institutions, which could be a valuable teaching resource. It was agreed this could form part of a workshop at a future IFFTI Conference.</p>	<p>Prof. Frances Corner</p>
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	<p><u>Student Competitions:</u></p> <p>4.6 The final area of discussion centered on student participation projects. Barbara Bundy fed back that despite the initiatives this year, where institutions were strongly encouraged to submit entries; she nevertheless struggled to get sufficient applications. There was a great deal of discussion around this and various logistical issues were identified, for example the timing of Conferences in relation to the differing timetables of member institutions, plus the complexity of sending artefacts overseas.</p> <p>4.7 It was therefore recommended that, going forward, the student participation element of the Conference be withdrawn with any IFFTI funding attached to it. It would be at the discretion of future host institutions to include this element if they wished to do so.</p> <p><u>Decision:</u></p> <p>4.8 After detailed discussion, it was decided not to make Student Competitions mandatory at Annual Conferences. The awards earmarked for Student Competition may be distributed among other competitions.</p>	<p>Prof. Frances Corner Secretary</p>
<p>5. Research Sub-Committee</p>	<p><u>Chair of the Research Sub-Committee:</u></p> <p>5.1 The Secretary informed that Prof. Trevor Little had conveyed his inability to continue as the member of the Executive Committee and the Chair of Research Sub-Committee. It had therefore become necessary to nominate a new Chair of the Research Sub-Committee. Keeping in view the fact that Prof. Raymond Au, Deputy Chair, Research Sub-Committee had not attended the last meeting and Prof. Robyn Healy had assisted Prof. Trevor Little in conducting the Workshop at the last Annual Conference, Prof. Robyn Healy had been requested to undertake the task of managing the Research Workshop at 2013 Annual Conference to which she has readily agreed.</p> <p>5.2 The Committee decided to invite Prof. Robyn Healy to join the meeting.</p> <p><u>Journals or Publications:</u></p> <p>5.3 Prof. Robyn Healy informed that at the Executive Meeting in Istanbul, it was agreed that the author of a paper accepted and presented at an IFFTI Conference would retain copyright and the ability to submit the paper to relevant journals or publications. However IFFTI and the organizing body and Conference need to be recognized in the subsequent publication. For instance if a paper is published the article should contain the following:</p> <p><i>“This paper was originally presented at the 15th annual IFFTI conference The Business & Marketing of Icons, FIDM, Los Angeles April 2-6 2013.”</i></p> <p>5.4 This official byline will be sent out to all participants.</p> <p>5.5 In assisting the publication of IFFTI paper, the Research Sub-Committee will undertake a more active role in the review of papers, and working closely with the host institution to assist in the review process and identifying publishing opportunities. With this in mind we will develop a review template – for feedback – to include clarity of argument, written expression, relevance to the theme, etc.</p> <p>5.6 At this Conference the Research Sub-Committee will attend all presentations and report back opportunities for publishing potentially a journal proposal for an entire issue devoted to Fashion Business and Marketing.</p> <p><u>Next Workshop:</u></p> <p>5.7 She also proposed to run a workshop at the next Conference around publishing research</p>	

	<p>which will embrace a range of research practices and dissemination methods including exhibition as well as journal and online publications.</p> <p><u>Networking Opportunities for Conference Presenters:</u></p> <p>5.8 She further informed that will be increasing networking opportunities for Conference presenters will be increased and organizing networking opportunities for you to share contact details and share the nature of your research in an informal way and start to build research networks. Delivering a paper –whether we invite everybody together at lunch or drinks-early in the Conference program at Bunka Gakuen University, Japan.</p> <p>5.9 Ongoing commitment to increase the research presence on the website and start including key Research project and specialised collections and resources housed at specific institutions.</p> <p>5.10 Increasing our meetings for Research Sub-Committees - in between Conferences.</p> <p><u>Research workshop:</u></p> <p>5.11 Experiences of the PhD, new shifts in doctoral programs will be shared by four presenters – four doctoral approaches:–</p> <p>(a) Dr. Clemens Thornquist, Swedish School of Textiles, Sweden (b) Dr. Marco Mossinkoff, Amsterdam Fashion Institute, The Netherlands (c) Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia (d) Dr Tony Kent, London College of Fashion, UK</p>	Prof. Robyn Healy																								
6. Finance Sub- Committee	<p>6.1 Ms. Sylvie Ebel made a detailed presentation on the Statement of Financial Affairs and the Budget of the foundation. She concluded that although there had been a decrease in the revenue because of withdrawal of Corporate Members, the foundation had increased its expenditure towards IFFTI Initiatives which was a good sign.</p> <p><u>Decision:</u></p> <p>6.2 The Committee approved the Balance Sheet as at 31st December 2012 and the Budget for 2013</p>	Secretary																								
7. IFFTI Initiatives	<p>7.1 The Secretary explained the evaluation process followed to select the 4 Junior Faculty and 2 PG/ Research Students for the IFFTI Initiative awards.</p> <p>7.2 He informed the Committee that the award winners at this year’s Conference were:-</p> <table border="1" data-bbox="245 1457 1377 1917"> <thead> <tr> <th style="text-align: center;">S. No.</th> <th style="text-align: center;">Name of Author</th> <th style="text-align: center;">Institution Name</th> <th style="text-align: center;">Topic</th> </tr> </thead> <tbody> <tr> <td colspan="4">Junior Faculty</td> </tr> <tr> <td style="text-align: center;">A</td> <td>Suzanne van Rooij</td> <td>Amsterdam Fashion Institute, The Netherlands</td> <td>Iconic Fashion Education of Tomorrow</td> </tr> <tr> <td style="text-align: center;">B</td> <td>Elmira Khammatova</td> <td>Kazan National Research Technological University, Russia</td> <td>Investigation the manifestations of the design of icons in the clothes of the past years and in modern dress</td> </tr> <tr> <td style="text-align: center;">C</td> <td>Sasikumar Kanniyappan</td> <td>Pearl Academy of Fashion, India</td> <td>Sudha'68 A New Brand for Artists and Designers</td> </tr> <tr> <td style="text-align: center;">D</td> <td>Ben Barry</td> <td>Ryerson University, Canada</td> <td>The New Fashion Icons: An Exploratory Study of American and Chinese Women’s Consumer Response to Diverse Models in Fashion Advertising</td> </tr> </tbody> </table>	S. No.	Name of Author	Institution Name	Topic	Junior Faculty				A	Suzanne van Rooij	Amsterdam Fashion Institute, The Netherlands	Iconic Fashion Education of Tomorrow	B	Elmira Khammatova	Kazan National Research Technological University, Russia	Investigation the manifestations of the design of icons in the clothes of the past years and in modern dress	C	Sasikumar Kanniyappan	Pearl Academy of Fashion, India	Sudha'68 A New Brand for Artists and Designers	D	Ben Barry	Ryerson University, Canada	The New Fashion Icons: An Exploratory Study of American and Chinese Women’s Consumer Response to Diverse Models in Fashion Advertising	
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PG/Research Students				
A	Ivonne Serna	Ryerson University, Canada	A Study of Mobile Marketing in the Fashion Industry	
B	Shagun Sawhney	Pearl Academy of Fashion, India	Celebrities as Icons for positioning Indian Men's Suiting	
<p>7.3 Cheques of USD 2000.00 will be presented to the awardees at the Closing Ceremonies on 5th April 2013 after they have presented their respective papers at the Conference.</p> <p>7.4 IFFTI will also pay the Conference Registration Fee of the abovementioned awardees.</p> <p>7.5 The Secretary briefed the Committee regarding the conduct of IFFTI Initiatives for this Conference. He brought out that there had been a reduction in the number of applications in the Junior Faculty category and this year only 8 abstracts from 5 institutions had been received. Prof. Robyn Healy opined that we may consider awarding merit worthy Senior Faculty to attract known names and improve the quality of papers.</p> <p><u>Decisions:</u></p> <p>7.6 It was decided to reduce the Junior faculty award to 3.</p> <p>7.7 Introduce new 2 awards for Senior Faculty. The Research Sub-Committee will frame the eligibility criteria for this award.</p> <p>7.8 Two awards for PG/ Research Students to continue as hither to.</p> <p><u>Student Competition:</u></p> <p>7.9 The Secretary informed that FIDM had also conducted a competition for students of IFFTI Member Institutions.</p> <p>7.10 Participants in the IFFTI Student Scholarship Challenge comprised teams or 2-3 students to conceptualize a fashion product and a marketing plan including a YouTube presentation. Participants were asked to research a particular market, design a line of garments of 10-15 pieces including: fashion and technical sketches, production specifications along with fabricated swatches, a marketing plan, graphics, and an add campaign. Video presentations of 5 minutes were posted on YouTube for evaluation. Video presentations were to be evaluated on identification of market research, appropriate product for a chosen market, creativity, innovative strategy, as well as the overall look and style of the presentation. All video entries were to contain:-</p> <p>(a) Discussion of target customer:</p> <ul style="list-style-type: none"> • Demographics include: age, gender, race, income range, education, and/or occupation. • Psychographics refers to personality traits such as: values, interests, and information such as leisure activities and hobbies. <p>(b) Presentation of graphics:</p> <ul style="list-style-type: none"> • Graphic design (include labels, hang tags, and logos) • Packaging <p>(c) Marketing campaign:</p> <ul style="list-style-type: none"> • Produce a line of 10 – 15 garments and/ or accessories. • Price point, wholesale, and suggested retail. • Promotions (including social media). <p>7.11 The Secretary further informed that twelve submissions had been received which would be evaluated by Executive Committee members during the Conference.</p>				Secretary

<p>8. Venues</p>	<p>8.1 The Secretary informed that Swedish School of Textiles, Sweden had offered to host the 34th Executive Committee meeting in September/ October 2015.</p> <p>8.2 Dr. Giacomo Oliva stated that Fashion Institute of Technology, USA may consider hosting the 36th Executive Committee Meeting in September/ October 2016. He agreed to discuss this matter with the management of Fashion Institute of Technology and respond appropriately soon.</p> <p>8.3 The Committee thereafter invited the following institutions to make presentations:–</p> <p>(a) Bunka Gakuen University, Japan on preparation for 2014 Conference.</p> <p>(b) Polimoda, Italy on their offer to host 2015 Conference.</p>	<p>Secretary</p>
<p>9. Additional Points</p>	<p>9.1 The issues raised by Director General, National Institute of Fashion Technology, India were discussed by the Executive Committee.</p> <p>Decisions:</p> <p>9.2 Membership of IFFTI: It was decided to change Corporate Membership to Corporate Sponsorship.</p> <p>9.3 Regional Forum: The Committee opined that Regional Forum was a good idea and encouraged NIFT to take a leading role in Asia.</p> <p>9.4 New Initiatives for Students and Faculty: It was felt that most of the issues raised would be resolved after the IFFTI website is upgraded.</p> <p>9.5 Location of IFFTI Headquarter: The shifting of IFFTI Secretariat every 2 years with the location of the Chairperson was considered impractical. Moreover, international society need permanent home base as per rules.</p> <p>9.6 IFFTI's Periodic News Letter: The upgraded website will take care of the requirement.</p>	<p>Secretary</p>
<p>10. Agenda of the 15th General Council Meeting</p>	<p>10.1 The Secretary presented the Agenda of the 15th Annual Meeting of the IFFTI General Council.</p> <p>Decision:</p> <p>10.2 The Committee approved the Agenda and asked the Secretary to table it at the General Council meeting on 3rd April, 2013.</p>	<p>Secretary</p>
<p>11. Next Meeting</p>	<p>11.1 At 1530 hours on 4th April, 2013.</p>	
<p>12.</p>	<p>There being no further points, the meeting ended with a vote of thanks to the Chair</p>	

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ENCLOSURE 3
(3 PAGES)

Meeting	Closing Session of the 29 th Meeting of the Executive Committee	
Date	Thursday 4 th April, 2013	
Time	1530 hours to 1700 hours	
Location	Omni Hotel, Los Angeles, California, USA	
Attendance	<p>(a) <u>Chair</u></p> <ul style="list-style-type: none"> • Ms. Tina Guglielmino, School of Fashion and Textiles, RMIT, Australia – Deputy Chairperson and Chair, Membership Sub-Committee <p>(b) <u>Regional Members</u></p> <ul style="list-style-type: none"> • Ms. Souraya Bouwmans-Sarraf, Amsterdam Fashion Institute, The Netherlands – Deputy Chair, Education Initiative Sub-Committee • Ms. Sylvie Ebel, Institut Francais de la Mode, Paris – Chair, Finance Sub-Committee • Prof. Frances Corner, London College of Fashion, U.K. – Chair, Education Initiative Sub-Committee • Dr. Giacomo Oliva, Fashion Institute of Technology, USA – Deputy Chair, Membership Sub-Committee • Prof. Raymond Au, The Hong Kong Polytechnic University, Hong Kong – Deputy Chair, Research Sub-Committee • Prof. Li Jun, Donghua University, P.R. China <p>(c) <u>Special Invitees</u></p> <ul style="list-style-type: none"> • Ms. Barbara Bundy, The Fashion Institute of Design and Merchandising, USA – Host Institution <p>(d) <u>Co-opted Member</u></p> <ul style="list-style-type: none"> • Prof. Robyn Healy, School of Fashion and Textiles, RMIT, Australia <p>(e) <u>Member Secretary</u></p> <ul style="list-style-type: none"> • Commodore Vijay Chaturvedi (Retd.) 	
Items	Discussions/Outcomes	Action
	<p>At the outset, Ms. Tina Guglielmino informed that Dr. Satoshi Onuma had returned to Tokyo owing to urgent official commitment and had regretted his present at the meeting. She then Chaired the meeting.</p> <p>At the outset she stated that the Closing Session had been convened to review the proceedings at the Conference and undertake any unfinished matter. The following Agenda was tabled:-</p> <ol style="list-style-type: none"> 1. Appointment of Chair of Research Sub-Committee. 2. Review progress of workshops. 3. Review conduct of the Conference. 4. Consider the offer of Timeskraft to undertake development of IFFTI Website. 	Secretary

<p>1. Appointment of Chair of Research Sub- Committee</p>	<p>1.1 The Secretary informed the Committee that according to existing rules the Chairs of Sub-Committees should be nominated from the Executive Committee so that they can attend all meetings.</p> <p>1.2 The Chair asked Prof. Raymond Au, Deputy Chair of Research Sub-Committee whether he would be willing to assume the responsibility of Chair of the Sub-Committee. Prof. Raymond Au expressed his inability owing other pressing commitments.</p> <p>1.3 The Committee then explored other options.</p> <p><u>Decision:</u></p> <p>1.4 After detailed discussion, the Committee decided to nominate Prof. Robyn Healy as the Chair of Research Sub-Committee and co-opt her on the Executive Committee for a period of one year. She will have no voting rights.</p> <p>1.5 Thereafter, the Committee invited Prof. Robyn Healy to join the Committee proceedings.</p>	<p>Prof. Robyn Healy</p> <p>Secretary</p>
<p>2. Workshops</p>	<p>2.1 Prof. Frances Corner and Prof. Robyn Healy briefed the Committee regarding the conduct of the workshops. Both were of the opinion that the workshops had been conducted satisfactorily and have received an enthusiastic response from members. They agreed to take these workshops forward to the next Annual Conference.</p>	
<p>3. Conduct of the Conference</p>	<p>3.1 The Committee thereafter reviewed various aspects of the Conference. It was of the opinion that the Conference was very well planned and conducted. The Committee thanked Ms. Barbara Bundy and her team for the special effort made by them to make the Conference a success and the stay of the members comfortable.</p> <p>3.2 The Committee decided to recommend the following to Bunka Gakuen University for the next Conference:–</p> <p>3.2.1 Sufficient time should be earmarked for the Executive Committee and the General Council meetings to ensure no spill over.</p> <p>3.2.2 Bunka Gakuen University should involve students to engage in the Conference.</p> <p>3.2.3 They should plan a separate session at their museum.</p> <p>3.2.4 Paper presentation should be spread over two half days allowing the remaining period for keynote speeches and interaction between members.</p> <p>3.2.5 Utilize Research Sub-Committee members to review papers.</p>	<p>Prof. Robyn Healy</p> <p>Dr. Satoshi Onuma</p>
<p>4. IFFTI Website</p>	<p>4.1 The Committee then discussed the proposal submitted by Timeskraft and viewed some of the websites designed by the company.</p> <p><u>Decision:</u></p> <p>4.2 After detailed discussions, the Committee agreed to appoint Timeskraft to undertake the task of developing the new IFFTI Website under the guidance of ‘PR Marketing and Communication Sub-Committee’.</p>	<p>Ms. Tina Guglielmino</p> <p>Secretary</p>

5. Next Meeting	At School of Fashion and Textiles, RMIT, Australia on Thursday, 19 th and Friday, 20 th September 2013.	
6.	There being no further points, the meeting ended with a vote of thanks to the Chair	

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