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Global Center of Spatial Methods for Urban Sustainability
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GCSMUS Action 2 Action Speakers

University of Botswana (Botswana) & TU Berlin (Germany)

Call for Applications

SMUS Action 2 – Experience: Joint Teaching Research Courses

Application Deadline: 24.04.2022

This SMUS call is funded by the DAAD from funds of the German Federal Ministry for Economic Cooperation (BMZ).

Research methodological skills often seem abstract, and many students find it challenging to put them into action for their own research topic and adapt them to the local context. In addition, it is hard to learn how to put methods into practice only from textbooks. In academic teaching, this challenge is often tackled by designing and conducting joint teaching-research courses. The courses usually pick a specific substantial topic which academic teaching staff and students jointly conduct research on and include methodological training on particular research design, data collection, data analysis and writing skills.

SMUS is pleased to announce an open call for **two joint teaching-research courses**. The courses will be co-conceptualised and designed by at least 2 academic teaching staff members from two SMUS partner universities or institutions in different countries in 2022 and co-taught in 2023. The courses take place in the context of SMUS “Action 2 – Experience”.

To be eligible to apply to this call, the tandem team must take part in a mandatory workshop explaining the details of Action 2 and the joint teaching-research course. The workshop will take place on Thursday the 24th of February 2022, 12:00-14:00 CET.

ZOOM Link:

<https://tu-berlin.zoom.us/j/64141576634?pwd=WXZSMlQzcFJET096dVBxWVQyVlg2UT09>

Meeting ID: 641 4157 6634

Meeting Passcode: 678923

2022/2023 Joint Teaching-Research Course

The SMUS joint teaching-research courses will allow academic teaching staff from the SMUS network to further their teaching and research skills by collaborating with other colleagues, by co-designing a small research project and developing a teaching programme to address their research questions.



1



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Step 1

At least 2 academic teaching staff members from SMUS partner universities or institutions can either design an entirely new course or adapt an existing course to address their research questions with their students. The course has to be co-taught by both partners and may include additional partners, including partners from outside the SMUS network. The course should both contain a particular substantial theme or topic under SDG#11 “make cities and human settlements inclusive, safe, resilient and sustainable” and define specific methodological skills to be acquired in the course.

Step 2

The partners will then co-teach the course personally on site at the host institution within the existing teaching structures. However, due to the ongoing COVID-19 pandemic, there should be an additional back-up plan for digital co-teaching in case travelling is not possible.

Step 3

The final results of the joint teaching-research courses will then be published as a peer-reviewed paper, a textbook, a handbook, a manual or some other kind of written outcome report.

Eligibility

- This call is open to any **academic teaching staff members** from any SMUS partner universities or institutions. However, applicants must be from at least two different SMUS universities or institutions in two **different** countries.
- The applicants **do not** have to be one of the listed SMUS partners; they just need to be employed and teaching at a SMUS partner university or institution.
- There has to be at least two applicants. The application **may** include additional partners, including partners from outside the SMUS network.
- Both applicants must hold at least hold a **master’s degree**.
- There are two program lines: (a) **Junior Applicants**: Both applicants should have completed their master’s degree no later than 2015. (b) **Advanced Applicants**: At least one applicant completed their master’s degree earlier than 2015 and thus counts as an advanced researcher. Advanced researchers have to be of good academic standing demonstrated by a publication record appropriate to academic age.
- The applicants must have a convincing and well-planned **research project**.
- The applicants must specify the **course concept**, including key audience (e.g. disciplines, Bachelor/Master students), type of course taught, how the course fits into the existing teaching structures and which methods skills are to be acquired. The course must increase students’ **methodological skills**.



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- Prospective applicants have to participate in the **mandatory preparatory workshop** where the details of the Call will be explained. The workshop will take place on **Thursday, 24.02.2022, 12.00 – 14.00 CET** (for checking the time in your time zone, use e.g. <https://www.zeitzone.rechner.net/>) using the following Zoom link: <https://tu-berlin.zoom.us/j/64141576634?pwd=WXZSMlQzcFJET096dVBxWVQyVlg2UT09>

SMUS will seek to ensure diversity and inclusion in awarding the funding of the joint teaching-research courses by giving a preference to junior researchers, equally qualified female applicants, and those focusing on South-South exchanges.

Possible Substantial Themes for SMUS Joint Teaching-Research Course

While the joint teaching-research course should increase students' methodological skills, this methodological training should not be abstract methods training but focus on the themes and topics covered under SDG #11 "make cities and human settlements inclusive, safe, resilient and sustainable" by addressing a specific dimension of sustainability:

- social sustainability: reducing poverty, spatial segregation and social inequality on various dimensions (e.g. class, gender, race/ethnicity, age and disability)
- economic sustainability: overcoming economic exclusion, creating career and business opportunities for all income groups and building resilient societies and economies
- ecological sustainability: reducing negative environmental impacts of cities, by reducing the negative impact of disasters and climate change on cities and by protecting and safeguarding the world's natural and cultural heritage.

The joint teaching-research course should also address one of SDG #11's spheres of action, namely:

- Housing, Architecture and Urban Design:
 - upgrade slums, building sustainable and resilient buildings utilizing local materials, access for all to adequate, safe and affordable housing
 - provide universal access to safe, inclusive and accessible public spaces
 - access for all to adequate, safe and affordable basic services (e.g. education, health care, water, food, electricity, internet, transport, heating and/or cooling, work/jobs, waste disposal, clean air, leisure activities and sports, culture and religion)
- Transport and Traffic System:
 - provide access to safe, affordable, accessible, and sustainable transport systems for all
 - improving road safety
 - expanding public transport
- Environmental Planning & Landscape Planning:
 - provide universal access to safe, inclusive, and accessible, green spaces
 - improve air quality in cities



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- improve quality of and access to (drinking) water in cities
- improve municipal and other waste management
- reduce negative effects (deaths, number of people affected, economic losses) of water-related disasters, with a focus on protecting the poor and people in vulnerable situations
- reduce negative effects (deaths, number of people affected, economic losses) of other disasters, with a focus on protecting the poor and people in vulnerable situations
- strengthen efforts to protect and safeguard the world's natural heritage

However, due to the wide range of possible topics within SDG #11, we suggest selecting a theme driven by the context of the teaching-research team's locations, specific research interests and the methods as taught in the local curriculum.

Budget 2022/2023 Joint Teaching-Research Course

Each Teaching-Research Team will have a total budget of up to €25.000 (a maximum of €5.740 in 2022 and a maximum €20.230 in 2023), with the funds being transferred in two tranches to the nominated administrative SMUS partner university.

What is covered?

- Funding for **research stays** include **travel costs**, flight, visa and health insurance costs, Covid-19 necessary vaccinations and tests and international money transfer according to DAAD rates.
 - In 2022, partners can meet either at one of their universities or at TU Berlin (Germany) in order to collaboratively develop both a substantial research idea, the methodological concept and course outline. If they meet at TU Berlin, access to TU's resources – e.g. library and labs – will be provided.
 - In 2023, one partner will visit the other partner at their home institution for a minimum of 2 weeks or a maximum of 2 months in order to co-teach the course and in parallel collect data.
 - After the course has been taught, partners can meet again either at one of their universities or at TU Berlin (Germany) for up to 3 months in order to analyse and publish the research results.
- **Funding** for necessary **material costs** such as books, software, recording equipment, laptops, **publication and printing costs** and other costs such as solar panels, data bundles (airtime). If necessary, an honorarium for guest lecturers, teachers etc.



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Deliverables

- A co-taught course increasing student's methodological skills in 2023 at one of the two universities or institutions. The course should be taught personally on site. However, due to the ongoing pandemic, there should be an additional back-up plan for digital co-teaching in case of travelling is not possible at the specific time of teaching
- A publication, e.g. a peer-reviewed paper, a textbook, a handbook, a manual or some other kind of written outcome report. The manuscript needs to be submitted by 31.12.2023.
- The teams will be expected to produce a written report in a SMUS template giving a concise summary of the process, lessons learned and the final results. This report must be delivered to the SMUS Berlin team for our records by 31.12.2023.

Application Documents

1. The completed **SMUS Google Application Form** (available from 24.02.2022): <https://forms.gle/p2nu4We4EqG7TB6DA>. Please remember to include your teaching experiences, courses taught and your academic publications (max.10). If you want to make any changes, you may do so at any time until the given deadline. You do not need a google email address to complete this form.
2. **Comprehensive statement on the research project** (1/2 – 1 pages) including the following:
 - Research question
 - Relationship of the research topic to SDG #11
 - Research output (publications)
 - Objectives and innovative aspects of the research project
3. **Comprehensive concept of the course(s) taught** (1/2 – 2 pages) including the following:
 - Course title(s)
 - How will this course fit into the existing teaching structures: course details according to the curriculum (type of course taught, credit points to be acquired, number of hours per week, mandatory/voluntary course etc.)
 - Key audience (disciplines, Bachelor/Master students, academic year, expected number of students)
 - Course concept, including methods skills to be acquired and – if possible – short course outline
 - Course schedule: When will the course be taught? How many weeks and how many hours per week? How will this fit in the institution's teaching schedule?
4. **Time schedule and itinerary:** Time schedule and itinerary (host institutes / academic hosts) of the planned research stays. The earliest date the schedule can start is 15.06.2022, and the last date it can end is 31.12.2023. If the itinerary includes TU Berlin (Germany), applicants



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have to **arrive** in Berlin within the following timeslots: 15.06.2022 – 31.07.2022, 15.10.2022 – 12.02.2023, 15.05. – 15.07.2023, 15.10.2023 – 30.11.2023 (however, they can depart at any time of their choosing, as long as the dates are within the general time frame).

5. **Statement of cooperation:** Both partners will have to sign a statement of cooperation. They also have to name which one of the two partner institutions will administer the funds – this partner will be known as the be “financially responsible partner” and name of the person responsible for administering the funds should be provided. A Statement of cooperation template will be provided after the preparatory workshop on 24.02.2022.

6. **Letter of Intent from each institution confirming the academic cooperation.** Each SMUS teaching-research team member needs to get a signed Letter of Intent (**LOI**) from their institution. So, at least two letters of intent for each teaching-research team would be required. The letters of support must be signed by a person legally eligible to confirm such cooperation according to local rules (e.g. the head of department, dean). The letter must make specific reference to your proposal and guarantee that (a) you will be allowed to travel during the times proposed in the proposal and (b) when your guest visits you, they will be provided a workplace during their stay. (c) The financially responsible partner has to include a statement that they will be administering the funds and **include the name and contact data of the person responsible for administering the funds.** (d) The institution where the course is taught (host institution) has to guarantee that the course will be part of the regular local curriculum within the existing teaching structures and will be part of your regular teaching load. A template will be provided after the preparatory workshop on 24.02.2022. If the travel itinerary involves TU Berlin, no LOI is required – in case your application is successful, the SMUS Office will contact you with further details.

7. The **completed budget sheet.** A template will be provided after the preparatory workshop on 24.02.2022.

Applications should be sent by the **24.04.2022** 12:00pm-midnight Berlin time to Ms. Raffaella Reinboth: raffaella.reinboth@tu-berlin.de. Note that this is a hard deadline, as the selection process will already start the day after the deadline expires.



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Selection Process

The SMUS selection committee will select two joint teaching-research project proposals with consideration being given to the thematic and professional spectrum of different disciplines and the representation of the world regions within the SMUS partners network.

Key selection criteria:

- Quality of the Course: We will be looking at which methodological skills are taught to which audience, how the course fits into the curriculum
- Quality of the Project, including the project's relevance to SDG#11, intended publication outcome and the feasibility of the timeline;
- applicants' teaching experience and academic achievements.

SMUS strongly encourages junior teaching staff and female staff to apply. We also encourage the pairing and exchange of university teaching staff from countries in the Global South to contribute positively towards delinking and decolonising social science methodology.



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Timeline

Date	Action	Who
24.02.2022, 12.00- 14.00 CET	Preparatory Workshop (Compulsory Participation) Zoom link, here .	Gabriel Faimau, Nina Baur & Interested applicants
24.04.2022	Application Deadline	Teaching Teams(send applications to: raffaela.reinboth@tu-berlin.de)
26.04.2022, 16.00 – 18.00	Review and Selection	Academic Selection Committee (Gabriel Faimau, Thando Tilmann, Nina Baur)
02.05.2022	Teaching Teams notified	SMUS Berlin Team
May 2022	Admin Process: the 2022 Budget will be transferred to a mutually agreed partner University/Institution	SMUS Berlin Team & SMUS Partners
05.05.2022, 12.00 – 14.00	Kickoff-Workshop (Compulsory Participation)	SMUS Berlin Team & funded projects
June – December 2022	Development of the Teaching-Research Course	Teaching Teams
31.10.2022	Deadline for 2022 Financial Report 2022	Teaching Teams
January – August 2023	Teaching Exchanges	Teaching Teams
November 2023	Final Workshop (Compulsory participation)	SMUS Action 2 Action Speakers & funded projects
31.10.2023	Deadline Final Financial Report Due	Teaching Teams
September – December 2023	Research writeup production	Teaching Teams
31.12.2023	Deadline Final Substantial Report & Submission of publication	Teaching Teams