



**Invitation for Universities/Institutions to host Academic Research Exchange on Human Rights and Peace in Southeast Asia
Strengthening Human Rights and Peace Research and Education in ASEAN/Southeast Asia (SHAPE-SEA)**

Terms of Reference

Letter of interest for 2015 by July 15, 2015 (5 pm Bangkok time)

Universities/ Institutions throughout Southeast Asia (SEA) are invited to submit letters of interest to host an Academic Research Exchange on human rights and peace supported by SHAPE SEA. The newly launched SHAPE-SEA project, funded by SIDA, Sweden, aims to develop the capacity of Universities in the SEA region to contribute to the improvement of the human rights and peace situation in Southeast Asia through applied research.

Objective:

The funding aims to assist SEA universities to play a more significant role in promoting human rights and peace through developing the capacity of academics to undertake research.

The specific objectives of this Research Exchange are:

- To establish network of experts and scholars in the area of human rights studies and laws;
- To promote education and research opportunities, training and related activities in the area of human rights among AUN-HRE Member Universities;
- To help AUN-HRE Member Universities in developing curriculum, programs or courses in Human Rights;
- To widen a strong academic network and promote greater collaboration among academicians and students in area of human rights, and
- To raise awareness and enhance regional cooperation that will lead to better solutions to regional problem in human rights issue

Specific to the Academic Research Exchange, the fund is aimed at academics from Southeast Asia to have a break from teaching and undertake research at a member institution (ASEAN University Network). Exchanges are research based, with stays up to 3 months at another member institution. The research should be thematically- relevant to the study of human rights and peace in the region. The research fund aims to increase the knowledge of human rights and peace through incorporating human rights and peace into university education.

The short-term goal of these Academic Research Exchanges is to mobilize academics in Southeast Asia to encourage exchange of ideas and research. The long-term goal of these exchanges is to build a robust network of academics excelling in human rights and peace education aimed to participate in regional events, conferences and publish research in human rights and peace relevant to Southeast Asia.

SHAPE-SEA Secretariat

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Research Themes

Research is on topic identified based on the five themes of the SHAPE-SEA research proposal

1. ASEAN and Human Rights.

This theme will explore ASEAN's role in human rights promotion and protection. With the upcoming ASEAN integration, what will this mean for development, peace, and migration? How can ASEAN contribute to human rights and peace?

2. Business Accountability.

This theme will focus on the relationship between business communities and human rights, and in particular ways to ensure compliance with human rights standards in the economic development of the region. Focus areas can include labour standards, international trade, environmental justice, and corporate social accountability

3. Peace and Security.

ASEAN still has a number of ongoing conflicts, all of which have human rights dimensions. Research on this theme can address issues of peace, conflict transformation, and reconciliation. Conflict can be interpreted at all levels, from domestic violence to interstate conflict.

4. Governance and Justice

This theme aims to provide research that can be utilized in assisting or assessing governance and justice systems, in particular how can governments meet their obligations towards human rights and peace. What is the standard of the rule of law throughout SEA? Potential areas of research can be on the impact of corruption, government's protection of marginalized and vulnerable groups, and the importance of accountability, transparency and freedom of expression.

5. Academic Freedom.

Research in this theme may provide an understanding of the legal context to academic freedom; and address policy and legal developments on academic freedom.

Who can apply?

All Universities/Institutions from the ASEAN University Network and SEAHRN University Network are encouraged to participate. The following criteria need to be met:

- The University/Institution must be in Southeast Asia, both for the host and the researcher
- All academic research exchanges should be a **minimum of one month** and **maximum of 3 months**
- The Academic Research Exchange should be relevant to the Research themes and facilitate promotion of human rights and peace education in Southeast Asia

Expectations from the Host University

Financial

Host universities have **no financial obligations** towards the researcher. All researchers will be funded by SHAPE-SEA and there is **no financial remuneration for the host university.**



Research-related

- The Host university will nominate a mentor for the researcher
- The Host University will outline any research expectations they have from the researcher other than the project outputs

SHAPE-SEA Expected Outputs from the Researcher:

- One month exchange: **At least** one Lecture/Seminar delivered and conducted at the host university
- Two month exchange: **At least** two Lectures/Seminars delivered and conducted at the host university
- Three month exchange: **At least** one lecture/Seminar delivered and conducted at the Host University and one research paper of publishable standards to be submitted to the Publications team

Other beneficial outputs can be:

- Policy impact briefs, Texts for use in university classrooms, Specialist Guides (for civil society, students, policy makers etc), New media outputs such as blog posts and web pages
- Other academic output which contributes to the understanding peace and human rights in Southeast Asia

Logistical

- A Memorandum of Understanding (MoU) will be signed between the host university/institute and SHAPE-SEA
- If required, the host university can draw a contract for the researcher, which can be signed at the beginning of the research exchange
- A letter for hosting the exchange and other necessary documents must be provided by the host university for the academic
- Though no financial obligation, the host university is required to provide a functional workspace for the researcher (specific details will be discussed once the researcher and the host university has been established)
- Regular communication will be maintained with the host university, researcher and the Capacity-building and Outreach (CBO) team.

Monitoring and evaluation

- As agreed upon in the MoU, the CBO team will monitor the research exchange. There will be an evaluation at the middle (for a three month exchange only) and the end of the research exchange
- SHAPE-SEA also requires a completed evaluation from the Host University to gauge the benefit of the research exchange



Participation process

The funding will cover at least **16 Academic Exchanges over 4 years**. There will only one Academic Research Exchange in 2015, followed by 4 each year (2016-2018). The researcher grant is dependent on the number of months of the exchange; one month exchange is \$2000 USD, two month grant is \$4000, and a three month grant is \$6000 USD.

The two ways in which the universities/institutions can participate are either to **host an exchange** and/or **nominate a researcher** for exchange within the AUN and SEAHRN network. Following criteria needs to be met in all hosted and nominated Academic Research exchanges:

- The university/institute and the researcher have to be within the AUN and SEAHRN network
- The researcher must be an academic employed full-time, part-time or on sabbatical (letter of absence will be required) within the two network
- The Academic research exchange must be a minimum of one month and a maximum of three months
- The project expected outputs must be delivered in a timely fashion
- **SHAPE-SEA will directly deal with all the financial obligations with the researcher**
- The host university must sign a MoU and the researcher must sign a contract with SHAPE SEA
- All academic research exchanges will be monitored and evaluated by the CBO team

Hosting an exchange

Direct exchange

Universities/Institutions in the ASEAN University Network and SEHRN network can negotiate directly with the researcher and submit a letter of interest for hosting an academic. Following criteria needs to be met:

Once the letter is submitted, the CBO team will contact the host university to determine the next steps of the exchange. There is a quota of exchanges for each year and hence it is advised to submit the letters of interest as early as possible beginning June 10, 2015.

Indirect exchange

The CBO team has put out a call for proposals from academics interested in Academic Research Exchange. Universities/Institutions can submit open letter of interest for hosting an academic exchange. In this process, the CBO team will best match the submitted proposals by academics and the host university. Once matched, the CBO team will contact the host university and researcher to materialize the research exchange. The criteria for exchange are the same as the direct exchange.



Letters of interest can be sent by Universities/Institutes **beginning June 10, 2015**. Letters for participation can be sent for the following years¹. ***To note, all exchanges need to be completed by December 15 of each year***, and therefore the last three month exchange for any year should commence by September 15 of that year.

Letter of interest to host for a direct exchange

Host universities must submit the following information:

1. Name of University and/or Institute hosting an Exchange
2. Name of academic the host university is interested in hosting and contact information of the researcher
3. Name and designation of the mentor assigned to the Researcher
4. Name of the assigned focal point and contact information
5. Timeline (2015-2018) the exchange can be hosted and the duration (1 to 3 months) of the Exchange
6. Brief description of the program accommodating the Exchange
7. Expected exchange outputs , if any additional to project expected outputs

Letter of interest to host for an indirect exchange

1. Name of University and/or Institute hosting an Exchange
2. Name and designation of the mentor to be assigned to the Researcher
3. Name of the assigned focal point and contact information
4. Timeline (2015-2018) the exchange can be hosted and the duration (1 to 3 months) of the Exchange
5. Brief description of the program accommodating the Exchange
6. Expected exchange outputs, if any additional to project expected outputs

Nominating for Academic Research Exchange

Universities/Institutions can nominate academics for a research exchange within the ASEAN and SEAHRN network. Again this can be done directly or indirectly with the host university.

Direct nomination

Universities/Institutions wanting to nominate a researcher for exchange can directly communicate with the host university. Once an arrangement has been reached, the CBO team can step in, ensure all criteria and procedure has been met and can disseminate funding to researcher.

¹ Calendar year for SHAPE-SEA is January to December



Indirect nomination

The University/Institution can nominate a researcher for an exchange. A letter of nomination can be sent to the CBO team for our database. Once a host university/institute is found, both parties will be contacted by the CBO team.

The Letter of nomination should have the following information:

1. Name of academic the host university is nominating and contact information of the researcher
2. Name of University and/or Institute nominating an Exchange
3. Timeline (2015-2018) of the exchange and the duration (1 to 3 months) of the Exchange
4. Name of University/Institute where the researcher will be based
5. Name of focal person at the host university and contact information
6. Brief description of the program accommodating the Exchange (direct nomination)
7. Expected exchange outputs , if any additional to project expected outputs

Letters of interest for hosting and nomination for the Academic Research Exchange for 2015 must be received by the SHAPE SEA secretariat before **5pm June 30, 2015**. Letter of interests for following years can also be sent beginning June 15, 2015.

Letters are to be emailed as a .doc or .pdf file to the following address: shape.seasec@gmail.com. Please put **CBO- Academic Research Exchange (year)** in the subject line.

Any queries about the research proposal process can be addressed to the Capacity-building and Outreach Program Manager at harpreet.shapesea@gmail.com

Background

SHAPE-SEA is funded by SIDA, Sweden. The project is a collaboration of The ASEAN University Network-Human Rights Education (AUN-HRE) and Southeast Asian Human Rights Studies Network (SEAHRN). SHAPE SEA is hosted by Mahidol Universities Institute of Human Rights and Peace Studies (IHRP), which is the secretariat for both AUN-HRE and SEAHRN.