

Tentative Calendar of Activities – Directorate of Research, BASU, Patna (2026–27)

Sl. No.	Activity	Timeline	Justification/Expected Outcome	Responsibility
1	Finalization of proceedings of Research Council (RC) and notification of approved projects	Up to June 2026	To ensure timely commencement of approved research projects and release of administrative orders.	PME Cell
2	Fixation of physical and financial targets of externally funded projects	Up to 10 June 2026	To facilitate effective monitoring and utilization of project funds as per sanctioned objectives.	Deputy Director Research
3	Meeting of University Technology Management Unit (UTMU) and compilation of technologies developed/patents filed	June 2026	To review research outputs and promote technology commercialization and intellectual property protection.	O/C UTMU
4	Meeting of PME Cell and collection of achievements/progress reports from Principal Investigators (PIs)	August 2026 and Quarterly thereafter	To monitor progress and document achievements of ongoing research projects.	O/C PME
5	Processing of applications for attending seminars, symposiums, workshops, and training programmes	Throughout the year	To facilitate capacity building and professional development of faculty members and researchers.	PME Cell
6	Processing of procurement proposals under University-funded and externally funded projects	Throughout the year	To ensure timely availability of equipment, consumables, and research infrastructure.	Deputy Director Research
7	Meeting of Institutional Biosafety Committee (IBSC)	August 2026 & February 2027	To ensure compliance with biosafety regulations and review research involving biological materials.	Member Secretary, IBSC
9	Meeting of Project Monitoring & Evaluation (PME) Committee	Quarterly (September, December 2026; March 2027)	To review progress, identify bottlenecks, and recommend corrective actions.	O/C PME
10	Mid-term review of ongoing research projects	November 2026	To assess project performance and ensure achievement of project milestones.	Directorate of Research

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11	Review Meeting of UTMU Activities	October 2026	To evaluate technology transfer activities, patents, and commercialization initiatives.	O/C UTMU
12	Meetings of UTMU (as required)	As and when required	To address technology-related issues and opportunities on a priority basis.	O/C UTMU
13	Participation in meetings convened by AFRD, Raj Bhavan, and other authorities	As and when required	To represent the University and comply with directives from higher authorities.	Director Research
14	Review of ongoing projects at Directorate of Research	Quarterly	To ensure effective implementation and timely completion of research activities.	Director Research
15	Execution/Signing of MoUs as approved by the Hon'ble Vice-Chancellor	Throughout the year	To strengthen institutional collaborations and research partnerships.	Director Research
16	Publication of compendium, course manuals, abstracts, technology releases, and patent documentation	Throughout the year	To disseminate research achievements and enhance institutional visibility.	DDR (Research) in coordination with concerned units
17	Presentation of progress report of research projects and activities of Directorate of Research	January 2027	To review annual achievements and future action plans before competent authorities.	Director Research
18	Compilation and publication of achievements/outcomes of research projects	April-May 2027	To document research accomplishments and support annual reporting.	PME Cell & Research Team
19	Organization of Research Council (RC) Meeting	May 2027	To review research programmes and approve future research proposals.	Directorate of Research
20	Any other work assigned by the Hon'ble Vice-Chancellor, BASU, Patna	As and when assigned	To ensure timely execution of special assignments and institutional priorities.	Directorate of Research

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Summary Timeline

Quarter	Major Activities
Q1 (April–June 2026)	RC proceedings, project target fixation, PME meeting, UTMU meeting, processing of research proposals and applications
Q2 (July–September 2026)	IBSC meeting, PME review meeting, project monitoring activities
Q3 (October–December 2026)	UTMU review, Mid-term project review, PME review, project monitoring
Q4 (January–March 2027)	Presentation of annual progress report, IBSC meeting, PME review
Q1 (April–May 2027)	Compilation of achievements, publication of outcomes, Research Council meeting

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