



# **D.B.M.S. College of Education**

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

**Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097**

**E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in**

## **WOMEN CELL 2024-26**

### **ACTION TAKEN REPORT**

#### **Agenda:**

The agenda for the meeting are discussed as the following:

- **Agenda 1- Regarding preparation of event calendar for session 24-26.**

Regarding event update: -All events were well updated by committee members on the college web site.

- **Agenda 2- Regarding celebration of special events:**

All program to be organised on the above mention days.

- **Agenda 3- Regarding planning &execution of various activities throughout the year:**

Regarding proper planning and reporting of each event.

The members of Women cell should plan at least 15 days ahead.

- **Agenda 4-- Distribution of duties to members for event:**

Distribution of duties to members for event will be given 2 days prior to any event.

- **Agenda 5-- Selection of new members:**

Appropriate actions have been initiated for all selected cell members following the final selection process.