



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

Sona College of Technology

- Name of the Head of the institution **Dr S R R Senthil Kumar**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone No. of the Principal **04274099992**
- Alternate phone No. **04274099999**
- Mobile No. (Principal) **9443366495**
- Registered e-mail ID (Principal) **principal@sonatech.ac.in**
- Address **Sona Nagar, Junction Main Road**
- City/Town **Salem**
- State/UT **Tamil Nadu**
- Pin Code **636005**

2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **04/04/2017**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the IQAC Co-ordinator/Director **Dr.P.Suresh**
- Phone No. **914274099893**
- Mobile No: **9443227627**
- IQAC e-mail ID **iqac@sonatech.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)) <https://www.sonatech.ac.in/IQAC/AQAR%2020-21.pdf>

4.Was the Academic Calendar prepared for that year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://www.sonatech.ac.in/downloads/calendar-2022.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.21	2012	15/09/2012	14/09/2017
Cycle 2	A	3.16	2018	02/11/2018	01/11/2023

6.Date of Establishment of IQAC **20/11/2012**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nishanth S	Student Innovators	Entrepreneurship Development and Innovation Institute	02/07/2021	1,00,000
Anand A	Student Innovators	Entrepreneurship Development and Innovation Institute	02/07/2021	1,00,000
Dr.B.Sathiya bhama	CMI Level 5 Award in Management and Leadership	Chartered Management Institute	01/09/2021	-
Institution	SIRO	DST	28/01/2021	-

8. Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year 6

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Did IQAC receive funding from any funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

National level recognition received in NPTEL performance.

Sona received the prestigious Digital Leaders Award.

It is ranked at 174th rank, up by 18 compared to last year's.

Best performing Institution's Innovation Council (IIC) in the Southern region

Awarded AICTE's women innovator(rural/Urban)

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To establish a Sona IITM incubation center	Established and signed MoU with IITM research park, and also the project has selected for incubation
To incubate at least three companies a Year	We incubated two companies currently in the EDP center. And two more companies have been identified for setting.
To establish at least five industry centers for research and consultancy	Established one in each department
To introduce a new UG/PG program for the year	We have introduced the new programs for the academic year 2021-2022 (Computer Science and Design, Artificial Intelligence, and Machine Learning)
To conduct internal and external ISO audit	Two internal audits have conducted during January and June of 2021, with the external audit completed in July 2022.
To prepare and submit the AQAR for the current Academic year	AQAR for the academic year (2021-22) plans to present on December 31st, 2022(Extension of Timeline of submission of AQAR)to May 31st, 2023.
To motivate the students in extracurricular activities	Extracurricular activities were arranged, with students earning accolades at both state and national levels.
To implement the Japanese Learning Lab	Learning Japanese will expand the student's job prospects at top-tier companies, and books are available in the library for reference.
Alumni Interaction	Student accomplishments are tracked and updated for our alums via an alum web portal.

13. Was the AQAR placed before the statutory body? **Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	17/02/2023

14. Was the institutional data submitted to AISHE ? **Yes**

- Year

Part A

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<p>Sona received the prestigious Digital Leaders Award.</p>	
<p>It is ranked at 174th rank, up by 18 compared to last year's.</p>	
<p>Best performing Institution's Innovation Council (IIC) in the Southern region</p>	
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Year	Date of Submission				
2023	15/02/2023				
15. Multidisciplinary / interdisciplinary					
<p>The vision and mission of Sona College of Technology focus on offering a full range of programs of global standard in the fields of Science, Engineering, Technology, and Management studies to foster research and transform the students into globally competent personalities. The CBCS curriculum focuses more on Humanities, Social Sciences, Management courses, Basic Science, Professional core and electives, open elective courses, employability enhancement courses, and mandatory courses. The Humanities and Basic Science courses contribute around 20% of the overall credits in the curriculum, along with STEM courses in all B.E/B.Tech Programs. The CBCS curriculum allows students to select the courses and recognition based on their choice to equip themselves for their career growth. The curriculum offers credit-based Industrial Training, Internships in Industries, Industry oriented courses, Online Industrial courses, and Industry mentorship for the students to enhance their technical skills. The National Education Policy encourages students to select open elective and core elective courses to foster multidisciplinary education.</p>					
16. Academic bank of credits (ABC):					
<p>The Academic Bank of Credit (ABC) is exploring implementing a digital system for storing the academic credits earned by</p>					

students.

17.Skill development:

The apparel/Assistant Fashion Designer certificate level program, was conducted under (AICTE - UGC) National Skills Qualifications Framework (NSQF) during the academic session 2020 - 2021. Around 23 students have enrolled and get benefited. Centre for Social Responsibility Initiatives empowers interested/ disadvantaged sections of society through skill and entrepreneurship development, non-degree continuing education, and appropriate technology education/intervention/transfer programs. The CSRI department has conducted the following programs during 2020-21:

- Assistant Fashion Designer
- Dress Designing and Garment Making
- Sewing Machine Operator
- Multi Skilled Garment Technician
- Self-employed Tailor

The Department of Continuing Education has introduced the following Advanced Diploma / Certificate Programmes in different domains for candidates who aspire to gain the required skills to climb up their careers. The Programs also are offered to persons working in industries.

- Artificial Intelligence and Machine Learning
- Business Management
- Cyber Security
- Electric Mobility and Smart Systems
- Land Surveying
- Smart Manufacturing
- Wearable Technology
- Drone Technology
- Data Analytics
- Sports Medicine
- Yoga

Faculty members are encouraged to complete the AICTE - Universal Human Values program for handling sessions in the Induction program for first-year students. All fifth-semester students under Regulation 2019 have made it mandatory to study as a professional elective for credit transfer to promote online education. ICT tools, namely Blackboard, LCS, Moodle, and HireMee

are used in teaching, learning, and assessment to promote digital education.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Students are motivated to do project works that are beneficial to societal welfare. To bring awareness on environmental issues and to impart Indian traditions among the youngsters, Environmental and Climate Science (in 3rd semester) and Essence of Indian Traditional Knowledge (in 4th semester) are included as mandatory courses in the CBCS curriculum under B.E/B. Tech Regulation 2019.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome Based Education (OBE) aims to maximize the students' learning, consequently improving their understanding, application, and skills. In 2012, Sona implemented Outcome-Based Education(OBE). Several changes have done to integrate OBE fully into the academic curriculum and other activities. According to Outcome Based Education guidelines, every program has Program Educational Objectives (PEOs), Program Outcomes (POs) specified by NBA, and Course Outcomes (COs). Every Course Outcome (Cos) has developed that represents a measurable outcome regarding skills gained. In Sona, every course syllabus has uniformly organized into five units, each designed to impart a specific skill. Each team will have one Course Outcome (Cos). Course Outcomes (Cos) attainment is computed using the direct method (through formative and summative assessments) and indirect method (through course end survey). COs of courses has mapped to POs. Program Outcomes (Pos) attainment is calculated based on the achievement of CO.

The curriculum of different programs has developed to impart wholesome knowledge. The true sense of OBE is captured by having an industry immersion program, open electives, offering credit-based industry and NCC courses, and a few other features. The students can learn techniques for MOOC platforms such as NPTEL, and credits have transferred. The academic programs incorporated a multidisciplinary approach in designing the curriculum and gave students the advantage of learning from different domains of their choice. We further strive hard to implement other features in the forthcoming regulations.

20.Distance education/online education:

To create an optimal learning atmosphere, the faculty has comprehensive academic and career counseling support for students offered at departmental and institutional levels. The department and the institution arrange sessions on Career opportunities, GATE awareness, education abroad, etc. Class counselors and faculty advisors are available to all students; they counsel and guide them in their careers for complete success. To promote multilingualism and the power of language in teaching and learning, optional language elective courses like Japanese, German, and French are included in the curriculum to enhance students' placement opportunities in foreign countries.

The Entrepreneurship Development Cell trains the students through the below-mentioned entrepreneurial ecosystem in various aspects by conducting a students' development program. It motivates the students to participate in competitions like the TNSI award by EDII-TN, POWER ON ME pitching, and the MANTHAN Business Plan Competition by the Federation of Karnataka Chamber of Commerce and Industry (FKCCI).

Entrepreneurial Eco System

- EDII-TN IEDP-Salem Hub at Sona
- Sona Business Incubation Center (MSME-DI Supported)
- Institutions Innovation Council (Sona IIC) – MoE-Innovation Cell
- Sona Garage (Sona Innovation Centre)
- POWER ON ME- Idea Pitching Workshop
- Sona Incubation Foundation (SIF)

Students are encouraged to interact with the outside world through participation in technical and non-technical events like national and international conference presentations, hackathons, project design contests, etc., to enable personal accomplishment and enlightenment, engage in constructive public activities, and contribute productively to society as enlisted in NEP policy.

- The CBCS curriculum and the Engineering programs' syllabi are framed based on the AICTE model curriculum under Regulation 2019.
- To adhere to the NEP policy, students must select open and professional elective courses based on their interests to

support multidisciplinary education.

- Various clubs are actively functioning and conducting numerous events for the student's active participation in and across multiple institutions.
- It has proposed to include the NSS and NCC activities in the forthcoming regulation to promote the students' interest in joining NSS and NCC wings.

Extended Profile

1.Programme

1.1

23

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1

4805

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

1291

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

4781

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic	
3.1 Number of courses in all programmes during the year:	894
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	299
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	272
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	652
4.2 Total number of Classrooms and Seminar halls	98
4.3 Total number of computers on campus for academic purposes	1475
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	1408.36

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme

Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Institute has a systematic process for creating, revising, and implementing curricula in all the departments. The Primary objective of the Institute is to become a reputed organization, in the fields of Engineering, Technology, and Management studies, by offering a full range of programmes of global standard to foster research and to transform the students into globally competent personalities. The curriculum ensures the students possess the necessary subject knowledge, skills, and perspectives. The curriculum of various programmes is developed by considering the Programme Outcomes and Programme Specific Outcomes and Course Outcomes aligned with the department and institutional vision and mission.

The curricula and syllabi of various programmes are regularly reviewed based on the feedback got from multiple stakeholders and shall be approved in the BoS, Academic Council, and Governing body meetings. Several courses in the program give a vast opportunity to the students to resolve the issues in society with their innovative ideas. Special elective courses enable the student to keep track of global technological trends. These courses help the graduates to get job opportunities in multinational companies and to pursue higher education in reputable universities within the nation and abroad.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

6

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

821

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

105

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

23

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum successfully ties together topics such as gender, environment and sustainability, human values, and professional ethics, and it promotes students' holistic development based on their core principles. Students are made aware of the need for gender equity and inspired to strive for it from a multicultural standpoint. Students are given several opportunities to work in teams where they work together without gender discrimination. The college runs a Women Empowerment Cell (WEC) to enable lady faculty and girl students to explore their imminent potential and provide a friendly working environment.

The Mandatory courses Environmental and climate science, Environmental Safety, and Stress Management by Yoga address the issues related to the environment and sustainability. The course Professional Ethics and Human Values and Principle of Management address human values, professional ethics, and workplace ethics. Courses Essence of Indian Traditional Knowledge, Constitutions of India teaches the students about Indian culture and Constitutions.

The students are allowed to participate in NSS, NCC, and YRC activities. These activities enable the students to support social causes and create awareness about gender and address the issues related to sustainable living. The NSS unit conducts different extension activities not only on college premises but also in adopted villages.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

68

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

3395

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1826

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20I/1.4.1%20Feedback//1.4.1_Feedback.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20I/1.4.1%20Feedback//1.4.2_Feedback.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1375

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

835

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Sona College of Technology (SCT) has a dynamic mechanism for assessing the learning levels of students. In SCT, the students are categorized as A, B, and C levels. The students who fall in A level are categorized as advanced learners with high self-motivation, B level as average learners, and C level as slow learners who need special attention in their coping capability.

Different practices are followed till the end of their programme to identify in which category a student falls dynamically. The following summarizes the practices:

1. Bridge courses
2. Soft skills assessment
3. Periodic review

Different activities are recommended and followed for different types of learners

Programs / Support for Advanced learners (A category)

- Peer teaching
- Projects based learning
- National / International level competitions
- Online learning
- Student clubs
- Fast track learning in academic curriculum
- Competitive examinations coaching
- Research experience
- Recognition through awards

Programs / Support for Average learners (B category)

- Peer teaching.
- Special attention by faculty advisors
- Participation in inter-collegiate competitions

- Student clubs

Programs / Support for slow learners (C category)

- Remedial classes
- Peer Teaching
- Special attention by faculty advisors and subject teachers
- Study materials
- Question banks
- Psychological counselling

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/06/2022	4805	299

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The institution follows various student-centric methods to implement the teaching-learning process effectively.

(1) Teaching Aids: Powerpoint presentation, Video Film, Models, Charts, Animation

(2) Teaching Methods: Lecture, Group Discussion, Seminar, Quiz, Team Teaching, Demonstration, Drill and Practice, Industrial Visit, Games, Role Play, and Projects

(3) Online Learning: MOOC platforms such as NPTEL, Coursera, edx,

and Udemy.

(4) Content beyond the Syllabus: Important and latest topics not covered in the syllabus.

(5) Utilization of Moodle and Black Board Software: Course plans, Assignments, Quizzes and course materials like PPTs, videos, documents are posted.

(6) MOOC courses for the faculty: Each faculty must complete at least two MOOC courses a year.

(7) Invited Lectures: Special lectures by eminent academicians, alumni and industrialists.

(8) Projects based Learning / Experiential Learning: Summer internships, in-plant training, mini projects and projects.

(9) Industry offered courses: Approved by the respective DCC and Industry Oriented Courses Committee (IOCC).

(10) Integrated Courses: Lab integrated theory courses and theory integrated lab courses.

Different methods are being adopted time-to-time to improve the competencies of the students.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Sona College of Technology has been developing and using the digital platform for teaching since 2005. The following summarizes the tools for teaching and assessments purposes

1. Blackboard (BB) - Uploading all the class materials and assessing assignments.
2. Lecture capturing system (LCS) - Lectures are recorded live from classrooms and are available through portal.
3. HireMee - online proctored assessment platform.

The following activities are adapted to actively engage students in the online platform:

1. The ICT tools such as edpuzzle.com, wordwall.net, mentee.com and quizziz.com for assessments.
2. Instant online search is given as activity for removing the diversions and distractions
3. Interactive pads / boards are used; problems are worked out on white boards and streamed as video, problems are worked out on paper with webcam focusing on it.
4. Virtual laboratories and platforms like hackerrank and hackerearth for programming courses.
5. Microsoft Teams: During pandemic lock down, for classes and proctored assessments.
6. e-library: e-journals and e-books from Science direct, Springer, IEEE, EBSCO, NATURE, Taylor and Francis etc.
7. Turnitin: For checking plagiarism in scientific articles.
8. Whatsapp group is created with students and parents to disseminate information.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.sonatech.ac.in/coe/annual-report/Graduates%20Report%20AY%20(2021-22).pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

299

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Schedule & Teaching plans

Academic schedule for each semester is prepared by Member Secretary, Academic Council in discussion with Dean - Academics and Controller of Examinations. Pre-planned dates for commencement of the classes, Continuous Internal Examination, last working day, Practical exam, semester end examinations and tentative date for reopen for next semester will be given in the schedule.

Pre-planning academic activities before the commencement of the classes include the following:

- Each department will conduct course allocation meeting to allot the courses to faculty members of the department concerned.
- Time-table for all the classes involved will be prepared and circulated to faculty and students.
- Faculty will update the Faculty Record Book with the following details: Course syllabus, Course delivery plan, COs and mapping with POs, Topics beyond syllabus, learning resources planned, Course coordinator meeting etc.

Academic Calendar

Academic calendar includes the details of the following:

- Vision, mission and quality policy of the college
- Institutional profile
- Research and training centres
- Instructional facility and amenity centres
- Special achievements and milestones
- Working hours, rules and regulations and dress code for the students
- Department-wise technical activities
- College level club activities
- College level functions

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

299

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

152

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

3239

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

44

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

101

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Office of the Controller of Examinations shall be responsible for assessing continuous learning process (arrange, prepare, schedule, conduct, publish and maintain records of CIE and Semester End Examinations) of the students of all UG, PG and PhD programmes.

Examinations Reforms

Industry Oriented Courses: Industrial training for period of 4/8/12 weeks.

Online Courses: Students may choose 4/8/12 week courses.

Mandatory NPTEL courses: One NPTEL course is mandatory and encouraged to study maximum of 4 NPTEL courses additionally.

Internship / In-plant Training: Depends on the number of hours credits will be allotted.

Open Book Test (Library Test), Virtual Labs.

Craft works: FT students are encouraged to do new design in clothing materials, Aari embroidery (hands specialized embroidery) and other craft works.

Role Play: In MBA, "Management Practical Assessment" introduced in which the managing skills of the students assessed based on their leadership, hospitality, marketing skills, event organizing, Sales and marketing, online marketing, sponsorship, press and media management etc.

After successful completion of such courses, they can forgo any one professional elective in the regular programmes. All the additional credits are given in their grade sheets.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Framing Vision, Mission, Quality policy

The process of establishing and evaluating institutional vision, missions and quality policies involves regular consultation and examination practice engaging four core constituents: Faculties, Students, Alumni, and Employers. For achieving the vision of the institution, the mission statements were formulated and are tabulated in different meetings for feedback.

The department Vision & Mission statement and PEOs are framed by consulting in Department, Alumni, Parents and BoS meetings

The programs also have Program Specific Outcomes (PSO) are formulated taking into consideration the expectations of respective professional bodies of the program like UGC, ASME, IEI, IEEE, etc. The PSOs are formulated by a team of faculty members of the program.

The Course Outcomes (CO) are formulated during the syllabi design. A team of faculty members handling the course formulate the COs and the same is deliberated and approved in the Board of Studies. Those COs are mapped appropriately with the POs as low, medium and high mapping.

Dissemination

The Vision, Missions, PEOs, POs, PSOs and COs are circulated through

- Student orientation programmes
- Faculty induction workshop
- Parents', Alumni, BoS, Academic Council meetings

- College website
- Curriculum / syllabus books
- Display boards
- Lab manuals
- Blackboard

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The COs are assessed through various tools which are explained below. The PO attainment is calculated based on the COs attainment which are mapped to the respective PO. The CO assessment tools are categorized into.

Direct Assessment Tools (80%)

1. Continuous Internal Evaluation Test

2. Assessing objective-type questions

3. Model Exam
4. Project Review
5. Semester end Exam
6. Assignment
7. Seminar
8. Practical Semester Examination
9. Quizzes
10. Real-time problem solving

Indirect Assessment Tools (20%)

11. Course End Survey

At the end of the course, COs attainments are measured using the assessment methods. Analysis is done on the attainment of the COs for a course by the course instructor after the COs are computed.

The POs/PSOs attainments are computed using the weighted average of all the COs that are mapped to that PO and PSO. The indirect assessment is based on Exit survey, Employer Survey, Skill level statistics and Placement/Higher Education records.

After the computation of POs and PSOs, a thorough analysis on the attainment levels is done by the PAC of the department, it finds the weak areas towards the attainment of POs and PSOs and a detailed plan of action taken for improvement.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1260

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.sonatech.ac.in/coe/annual-report/Graduates%20Report%20AY%20(2021-22).pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://www.sonatech.ac.in/IOAC/student-satisfaction-survey-2022.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The commitment of Sona College of Technology to advanced research in the emerging areas of science, engineering and technology has nurtured 36 R&D centres. Sona has successfully completed many funded research projects of ISRO, NIOT, DRDO, DST, AICTE, UGC, CPRI etc. BLDC motors for ISRO space applications and power converters for NIOT deep sea mining applications are examples of testimony. Sona has received more than Rs.5.0 Crores of funding support from DST in various categories.

Sona is recognized as a SIRO (Scientific and Industrial Research Organization) by the DSIR, New Delhi. Sona is also encouraging both the faculty and the students through the SEED money scheme, in which funding support is provided by the management to carry out research works. Sona provides fellowship to full-time PhD research scholars working in the R&D centres through the SONA DOCTORAL FELLOWSHIP scheme. Incentives are given to faculty for journal publications and patents. In order to encourage the faculty and the students of Sona College of Technology to carry out consultancy projects and testing services to industries, the

Management provides them with 60:40 sharing in the net revenue of such projects.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.sonatech.ac.in/research/research-policy.php
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

19

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

2

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

59.34

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

11

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

49

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

6

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Entrepreneurship Development Cell Supported by AICTE

The aim of the Entrepreneurship Development Cell at Sona College of Technology is to develop and strengthen entrepreneurial qualities in budding professionals who are interested in starting their own ventures.

IEDP-Salem Hub at Sona Entrepreneurship Development and Innovation Institute has recognized Sona College of Technology as its hub for disseminating the Innovative Entrepreneurship Development Programme (IEDP) to the spoke institutions in the Salem region. Around 62 spoke institutions are connected to the hub. Every year IEDP-Salem hub organizes programs and workshops for the students & faculties of the spoke colleges.

Sona Business Incubation Centre (SBIC):

SBIC is recognized by MSME to facilitate the incubation of new enterprises with innovative technologies by admitting them in and

providing them with physical, technical, and networking support and services. SBIC supports the holistic development of incubate in all dimensions for the start-up, from kick-start to scaling up the start-ups.

Institutions Innovation Council (Sona IIC) - MHRD Innovation Cell (MIC): MIC has envisioned encouraging the creation of IICs selected higher educational institutions (HEIs). A network of these IICs has been established to promote innovation in the institution through multitudinous modes leading to an innovation promotion eco-system on the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

120

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

34

File Description	Documents
URL to the research page on HEI website	https://www.sonatech.ac.in/research/list-of-supervisor-phd-scholars.php
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

308

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

109

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20III/3.4.4%20Number%20of%20books%20published/3.4.4.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

979

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

17

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

77.28

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

77.28

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The Centre for Social Responsibility Initiatives (CSRI) was established in 2009. CSRI has so far trained 256 youth from the local community during 2020-21 and helped needy persons. The Students of NCC are given basic military training in weapon handling, firing, obstacle clearing, mountaineering, etc. Besides weapon drills and social outreach activities like blood donation, the cadets attend training camps conducted by army officials and permanent instructional staff.

The NSS units of the Sona College of Technology comprise 200 socially conscious students who participate in voluntary community

service. Sona College has received four Anna University Best NSS Awards for the academic year 2020-2021 in recognition of the exceptional efforts of students and program officers. The Women Empowerment Committee (WEC) was formed in the college in the year 1997 and registered under the Societies Act. The committee organizes guest lectures and seminars that bring out the talents of girl students. The Women Safety Team comprising 80 student and faculty members, is part of the Women Empowerment Committee. Sona Youth Red Cross (YRC), a part of the Indian Red Cross Society, was Inaugurated in August 2003 and has 120 student volunteers. YRC organizes voluntary community outreach activities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

26

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

85

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

8124

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

773

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

27

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The Sona College of Technology is located in Salem that provides holistic learning experience for students. The campus is spread over 139616 sq.m. of land, that is utilized for academic activities such as classrooms, laboratories, library etc. and

hostel (both boys and girls). The residual area was utilized to support cultural amenities, sports, canteens etc. The Sona College of Technology adopts strategies for interactive teaching learning process between faculties and students in the classrooms, laboratories, field visits etc. The interaction between faculties and students through online was also ensured through BLACKBOARD software. BLACKBOARD, an a single robust, secure and integrated open-source software system promotes online interaction between faculties and students wherein the faculties will be supported to upload their lecture materials, conducted online quizzes, provision for assignments etc. The special feature of the library can be demonstrated with the aid of Autolib software. In order to provide single robust, secure and integrated system Moodle-A open source web application is used to create interactive online learning platform. To enhance teaching learning process, black board learning software is utilized that will help to assess learning material and activities that happens through online.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria_IV/4.1.1/4.1.1_Additional_information.pdf

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Recreational facilities for boys and girls are very good. We have a very large playground of about with are 16,000 sq.m, a good and spacious indoor game court of size 21mx 17m .A swimming pool of size 25 m x 15 m with volume 5 Lakhs litre water is available. All the facilities are established in the year 1997. All the boys and girls of hostlers and staffs of our college are utilizing these facilities. Total area of the playground is 16,000 sq.m. Our campus have a large playground, basketball court, tennis court, volley ball court, athlete - track and field. We have indoor stadium, gymnasium, yoga floor and swimming pool. We have medical centre available with one doctor and attendant with essential medicines are always available. Sports persons are encouraged to participate in competitive events by way of granting sports - scholarships, cash prizes and waiving of fees, Annual sports events are conducted for students and staff members separately. Cultural activities are conducted for college level for every year. The

Sona AYUSH was recently added in our campus to records on the health status of student and staff members are maintained by the Health centre.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria_IV/4.1.2/4.1.2 Links.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

98

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

1408.36

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is using AutolibOPAC (Online Public Access Catalogue), wherein the users can search the Library Online Catalogue by Author's name, title, subject, and keywords available on the

campus LAN. Autolib is a software specifically used for library automation for integrated management system to provide lot of facility for library activities. It is a fully automated version 2.1 from the year 2000. this software is for e access register for library users to issue the books and e journals. It will maintain footfalls and annual usage of library. The collection consists of CD-ROMs, Floppies and AV materials including a collection of video courses. NPTEL video courses produced by the Joint ventures by IIT's & IISC's, Stanford University and AIMA are made available to the users so that they can listen to the expert lectures in the concerned subjects.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/library/

4.2.2 - Institution has access to the following: A. Any 4 or more of the above
**e-journals e-ShodhSindhu Shodhganga
 Membership e-books Databases Remote
 access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

63.50

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**4.2.4.1 - Number of teachers and students using the library per day during the year**

37423

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

SONA has well defined computing facilities and IT infrastructure that has been widely diversified throughout the institutional premises such as classrooms, laboratories, faculty cabins, libraries, hostels etc. with high-speed internet connections. All the computers in the institution are enabled with high-speed internet connectivity of 1Gbps for easy access to students with a ratio of 1:3 availability. The Sona IT policy exists to maintain, secure and ensure legal and appropriate use of Information technology infrastructure established by the Sona College of Technology on the campus. This policy establishes Institution-wide strategies and responsibilities for protecting the Confidentiality, Integrity and Availability of the information assets that are accessed, created, managed and/or controlled by the Institution. Information assets addressed by the policy include data, information systems, computers, network devices, intellectual property, as well as documents and verbally communicated information. In addition, this policy supports effective organizational security and protects users and IT resources from, but not limited to cyber criminals, bullying, misuse of accounts and assets as well as the spread of malicious software. This policy also applies to the resources administered by the central administrative departments such as library, computer Laboratories, hostels and guest houses wherever the network facility was provided by the institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/sona-facility/computing-facility.php

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5112	1475

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development:

A. All four of the above

Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

464.99

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

Classrooms and Laboratories:The Infrastructure for each department and administration is taken care of by a team of faculty member who is nominated as Infrastructure Coordinator by the principal. All civil Maintenance, plumbing works, are registered by respective faculty through an online portal (MIS) Computer Labs:Computer Maintenance Department (CMD) have a qualified and trained technical support staff for any minor repair work in the computer is attended by the staff and works are registered and the same are solved by servers, Operating ,Antivirus and fire-wall services.

Electrical Installations and Utilities: Power house facilities are available to manage the power supply for the Department and administrative blocks. Adequate generator facilities are available besides UPS support to academic infrastructures

Library: The library is automated by the Software AUTO LIB. They are well maintained in racks as per the standard protocols governing the library management system. Every year books are properly scrutinised and do a stock verification by faculty in circular manner.

Sports complex: The sports complex is maintained by Physical director and physical directress with a supporting team of Instructor .Medical Centre is also functioning in complex. Well-equipped fitness centre and swimming pool is properly operating with pool filtration re-circulation system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2146

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

789

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://www.sonatech.ac.in/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

4805

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

718

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

48

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

13

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

28

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

SCT has an active student council with representative from all the program of the institution. The objective is to motivate the students to participate in different co-curricular and extracurricular activities which will enhance their inherent talents through the shared forum. The institution has separate technical and non-technical clubs run by the students. Under the club, different activities are coordinated by the elected members and student volunteers under the guidance of faculty coordinators. An election is conducted at the beginning of every academic year to elect the club members under the supervision of the overall faculty coordinator and the concerned club coordinator. Each club has a Chairman, Secretary and Joint Secretary. Different clubs which are active in the college are Women's Development Wing, Fine Arts & Tremor's Club, Tamil Mandram, EQ /IQ club, The English Club, Sonaria music Club, Science Club, International Students Club, Tremors Club, Dexters' Club, Programming Club, Photography Club, Readers Club, SONACOM club and Cooking Club. Students are also involved in BOS meetings, Class committee Meetings and involved in Professional bodies such as ISTE, IEEE, IEI. Students can also represent their problems through the Suggestion box, Mentor meeting, Hostel meeting, Anti Ragging Committee and Disciplinary Committee Meeting.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20V/5.3.2%20Presence%20of%20Student%20Council%20and%20activities//5.3.2-A%20for%20index%20pages.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Sona College of Technology has been generating alumni since 2001 and has an officially registered Sona Alumni Association (SAA) (Document. No. 66 of 2018 of book 4) under TamilNadu Government with a total of 14,423 Registered Alumni in our alumni portal.

Sona Alumni Association functions as a nodal platform for maintaining liaison with the alumni and to involve them in the development and growth of the institution. It promotes and encourage the alumni to exchange professional knowledge by undertaking and facilitating conferences, seminars, lectures and meetings amongst alumni, students, faculty, and others. Alumni cell helps promoting alumni relationships, fostering commitment among students, and enabling student-alumni interactions. Regular interaction with Alumni through our vibrant means of communication is expected to widen the placement internship and job opportunities of the students.

In the Academic Year 2021 -2022 the Sona Alumni Association has organised 3 online Alumni meet for batch 2006-2010, 2005-2009, 2007-2011, 2 National alumni chapters for MBA and FT department at Salem and Bengaluru respectively, 2 international alumni chapters in USA (Santa Clara and NewYork, mock interview participated by 70 alumni across various departments and 13 guest lectures across the year.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.sonatptalumni.org/

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The governance of Sona College is headed by the members of the management consisting of the Chairman and the two Vice-Chairmen. The Chairman of Sona College is also the Chairman of the Governing Body (GB) of the college and the Vice-Chairmen are the key members of the GB, which also includes nominees from UGC, State Government and Anna University, and experts from industry.

The GB is the apex body of Sona College and major institutional decisions are taken at its biannual meetings. Perspective plans of the college for the years ahead are discussed at the GB meetings and achievements at the college and department levels are reviewed and discussed, and decisions are taken on developing a broad roadmap for the institution to pursue.

The members of the management, nominees of the governmental bodies and the industry experts offer advice for the overall development of the college and also review and approve decisions taken at meetings of other major committees of the college.

The GB functions on the basis of a set of terms of reference which lays out briefly its overall purpose, constitution, roles and responsibilities of the members, duration of their membership, quorum, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.sonatech.ac.in/about-sona/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization

and participative management

The Principal, Directors and the Heads of the Department (HOD) concerned take decisions in all academic matters. The HODs conduct periodic meetings with the faculty and students and offer them suggestions. They also discuss with the Principal, Deans, and Chairman of the Board of Management on important matters related to the college functioning, and decision is taken by them through consensus. Most rules and regulations are circulated among staff, and decision is taken only after a thorough discussion with the stakeholders. The final decisions taken are circulated among all stakeholders for adoption. The discussions normally emanate from the faculty, at the faculty meetings with the HODs and then in the HODs meeting with the Principal. Most of the information like organizing conferences, permitting a faculty to travel overseas for presenting a paper, etc. travel from bottom to top for approval by the Management. If there is a common rule governing all concerned, it comes from top to bottom, that too after initiating a talk with the faculty or HODs as the case may be.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The present strategic plan seeks to take advantage of Sona's experience in the implementation of various activities in doubling the impact it has created thus far. The plan includes objectives and action plans under various thrust areas to help gain a name in the global education arena. It proposes improvements in areas such as infrastructure development, academics, student admissions, student development, staff development, research and development, industry partnerships, finance management, international collaborations, quality assurance and outreach activities.

The whole process resulted in the following outputs:

MANDATE ? VISION ? MISSION ? SWOT DATA ? ELEVEN THRUST AREAS ?

? OBJECTIVES ? WORK PLAN ?

ACTION PLANS ? STRUCTURES AND PROCEDURES

All of these outputs were documented and compiled into a comprehensive strategic plan document.

Sona College of Technology is one of the very few colleges to implement the strategic planning in a systematic way. This initiative is widely accepted by the faculty community. The document consists of targets, monitoring mechanism and action plan. Therefore for every TA, a system is created and seamlessly integrated into all the activities of the college. The thrust areas are identified and prioritized.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sonatech.ac.in/about-sona/perspective-plan.php
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Sona has various committees under governing body, administrative setup. Table describes the list of committees under statutory bodies, non-statutory and externally constituted committee and the functions of various bodies are also mentioned.

Statutory Body/Committee

1. Governing Body (GB) -One Meeting per year
2. Academic Council (AC) - One Meeting per year
3. Discipline-wise Boards of Studies- As many as required
4. Finance Committee - Two Meetings per year
5. Planning and Monitoring Board - Two Meetings per year

6. Anti-Ragging Committee (and Anti-Ragging Squad) - Two Meetings per year

7. Anti-Sexual Harassment Committee - Quarterly

8. Women Empowerment Cell/ Committee - Two Meetings per year

9. Complaints and Redressal Committee - Two Meetings per year

10. Discipline and Welfare Committee - Two Meetings per year

Non- Statutory Body/Committee

1. Institution Management Committee - Once a month, normally on the first Friday

2. Management Review Committee (Sona- QMS) - Two Meetings per year

Externally-Constituted Committee

1. Grievance Redressal Committee - Constituted by Anna University, using AICTE guidelines, with five external members only for redressing grievances from students/ staff/ parents /etc. One Sona faculty appointed Coordinator to report grievance cases to AU-appointed Ombudsman

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.sonatech.ac.in/mandatory/organisation-chart.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.sonatech.ac.in/about-sona/authorities-sona-college-autonomous.pdf

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Teaching staff

- Contribution to Provident Fund
- Contribution towards medical insurance
- Maternity leave
- Medical leave
- Advance to meet emergency expenditure
- Medical Centre
- Gratuity
- Personal accident insurance
- Registration fee, TA and DA for attending conferences, workshop... etc

Non-teaching staff

- Uniforms for the support staff
- Financial aid for the education of the ward of supportive staff
- Festival Bonus
- Fee concessions for children of administrative and support staff
- Medical Centre
- Contribution to ESI
- Gratuity
- Maternity leave
- Personal accident insurance
- Salary advance.
- Registration fee, TA and DA for attending programs

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

229

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

23

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

280

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal /Concurrent Audits:

- The expenditure for staff salary is being audited every month.
- The amount incurred towards infrastructure maintenance and purchase of new equipment's, consumable items is being audited then and there.
- The amount spent towards staff development programs attended by the staffs outside of the institution.
- Identify and assess risks of material misstatement, whether due to fraud or error, based on an understating of the institution and its environment, including the institutions internal control.
- Obtain sufficient appropriate audit evidence about whether material misstatements exist, through designing and implementing appropriate responses to the assessed risks.
- To comply the various legal requirement.

External/Statutory Audits

- In our institution external audit is being carried out by M/s.R.Srivastan & Co, Chartered accountant, Salem represented by his partner G.Gowthaman, Chartered accountant with their team of audit staff during the period from June to September every year.
- All the flow of funds of the institution is being audited by the external team and submits audited statement to the management.

Mechanism of settling audit objection:

We have appointed a separate staff in the accounts department to follow up audited activities. If any objections raised by the

external auditing team it will be settled then and there.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

47

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Mobilisation of Funds:

- Tuition Fees collected from students
- Grants received from Government and Non-Government organizations.
- Fund generated from R&D, Continuing Education Courses, Consultancy works, and Lab testing for various government and non -government organization.
- The students fees collected is being deposited in the bank and from which Interest earned.
- Interest earned from Endowment deposit with the Directorate of Technical Education (DOTE) Short term loan from bank for developing infrastructure and additional lab facilities.
- Also encouraging the faculties and staff for applying various grants and also executing social activities covered under corporate social responsibilities.

Utilisation of Resources:

- As far as the utilization of resource concerned, the institution has instituted various measures including

internal control and internal audits.

- Public programmes are permitted as per our policy.
- Central and State Government Competitive examinations like TNPSC, TANCET, GATE and NEET Examinations on rental basis.
- Sports Ground is rented for conducting sports activities by outside organizations. Since our Institution is situated in the heart of the city, we allowed public programmes. From this we effectively we utilize the resources for revenue generation.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Self-Learning:

Strategic planning would be the best way to ensure that we are adaptable to the changes that happen in the future. Some technologies that they learn now may go obsolete as it keeps changing. Focusing a little more on soft skills, problem solving skills, entrepreneurship and self-learning initiatives can prepare them to face any kind of challenges. We have incorporated such courses in our curriculum itself so that our students can take up any challenge in the industry. Self-learning is an integral part of every course. This has now become a skill which will be important for lifelong learning. The curriculum is designed in such a way that this skill is inculcated in every student. The students are encouraged to take up Nptel or any other MOOC courses. They can transfer credits if they successfully complete the courses.

Open Electives:

As the institution is autonomous, the curriculum has two or three

open electives where the students of one discipline can take courses of other disciplines. This is similar to earning minor specialization. For instance, students of Mechanical engineering can take courses offered in Information Technology department. This improves the multidisciplinary approach of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/academics/regulation/be-btech-regulation-2019.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The review on teaching and learning process is done periodically.

The academic activities that are recorded in the FRB are reviewed periodically.

- By HODs during the semester and by Principal at the end of the semester.
- The same is reviewed during the during the ISO Internal and external audits at the end of every semester.
- The IQAC cell organizes academic audit to ensure the compliance of methods and processes followed by all the faculty members of the institution.
- The management review the teaching learning activities during appraisal of the faculty members
- Indirect review on the teaching learning methods is done by collecting feedbacks from the students. Feedbacks are taken two times a semester: first is taken two weeks from the start of the semester and second taken before one month to the end of the semester.

Assessmentsof laboratory courses

The assessments are done through two modes:

1. objective test which tests the understanding of the concept of the experiments and a viva voce to test the understanding of the working principle of the experiments
2. virtual laboratory - to take readings virtually and the students arrived at the result or through virtual

programming environment for programming related courses.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20VI/6.5.3-%20Quality%20assurance%20initiatives//Annual%20report_compressed.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Response:

- Women Empowerment Cell (WEC) organizes Women Empowerment Lectures, awareness programs and various competitions for motivating the young female students.

- To promote women leaders, the female faculties are appointed as heads of different departments, cells and clubs.

Safety and security:

- College and hostel premises have 24 x 7 security support with CC TV monitoring. 30 security guards along with a security officer and above 100 Cameras installed at various locations cater to safety and security inside the campus.
- Hygiene and Welfare:
- Personal care and hygiene are important to us as individual. They enable us to stay clean, neat and tidy throughout the day.
- Clean facilities to help achieve this walls and floors should preferably be tiled to make them easier to clean.

Common Rooms:

One common room is available for the needy girl students. Additionally, the dispensary also available in the campus.

Women Empower Committee organise various programs:

1. The Women Empowerment Committee has conducted a guest lecture on "Emotional Wellbeing for healthy life and Ambitious professionals" for girl students of Sona, scheduled on 07.12.2021 between 10:00 a.m to 01:00 p.m in PG Auditorium, Resource person is Dr. S. Bhuvaneshwari, MBBS, Chief Regionalist.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.sonatech.ac.in/sona-facility/women-club.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

RESPONSE:

We impose very less impact on the environment by being conscious of generating less waste and recycling by passing it through a system that enables recycling concept. For each department, sweepers are assigned for collecting and segregating the various wastes generated in the campus into degradable and non-degradable through dustbins provided at various points.

The College has an authorized vendor who collects the paper waste and other non-degradable waste from the designated place, segregates them, recycles them and disposes them at the landfills authorized by the government.

The campus have more than 30 species of plants and trees such as Green grass, Mexican grass, Sleeping trees, Neem, Nagalinga trees, Badani tree, Karpooravalli, Hibiscus, etc.

To conserve water resources, Liquid waste generated by the College campus is treated through Sewage Treatment Plant (STP) with a handling Capacity of 75,000 liters/day and then used for gardening purpose.

The Hazardous Lab & other Waste Disposal, a Standard Operating Procedure has been evolved for handling the hazardous waste disposal system. For the disposal of e waste, government approved agency collects these from the respective departments. Records are maintained both at the College level and Department Level for the compliance of the process.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

B. Any 3 of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Response:

Sona College Technology to the inclusive environment with diversity in terms of culture, region, linguistic, communal, socio-economic and other aspects and is a big promoter of diversified environment in various ways.

Sonaria Music Club

'SONARIA' the Music Club unravels the musical talents of our students. Music provides relaxation and connects to the soul - a must for stress-prone engineering professionals.

Efforts to handle Cultural diversity

We accommodate the culturally diversified students by encouraging the exchange of cross-cultural ideas and celebration of the festivals of different culture. T

Efforts to handle Regional diversity

Apart from various districts of Tamil Nadu, the institute has got above 60 students from the other states of India like Telangana, Andhra Pradesh, Kerala, Pondicherry and Karnataka.

Efforts to handle Linguistic diversity

The Sona Students' Speakers' Forum (SSSF) has been constituted with the aim of making students to become good speakers with ABC -A: Accuracy, B: Brevity, C: Clarity.

Efforts to handle Communal diversity

The students and the faculty of all the communities and religions are a part of this temple of learning which shows that the institute strives to provide conducive environment for all.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Response:

The values are inculcated through courses in the curriculum, namely Value Education, Yoga & Values for Holistic Development, Universal Human Values: Professional Ethics & Human values. In addition, Yoga and meditation club conducts regular programs to make our students to understand the value of being humane. Through NSS, NCC and Youth Red Cross, various programs are organized to make the students realize their rights, duties and responsibilities. The various programs organized are:

- Independence Day and Republic Day are celebrated to create awareness among the students about our Constitution, freedom struggle and our nation's history.
- Camps for enrolment of voter ID for the students who turned 18, correction of voter ID and training to students to enrol for voter ID through online so that they can help others are organized to make the students to be aware of their rights and duties.
- Polio camp and Blood donation camps by NSS and other clubs along with the hospitals.
- Environmental awareness programs - rally, competition, planting trees, campus cleaning, plastic usage awareness programs.
- The students visit government schools to create awareness on career higher studies and planting trees etc.
- Blood donation camps by NSS and other clubs along with the hospitals.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Response:

- Sona College of Technology provides outstanding supports towards celebrating national and international commemorative days, events and festivals.
- National events such as Republic Day and Independence Day aid to increase the unity among the students, promote the

feelings of pride of our own country, which helps to raise the patriotic spirit among young minds.

- International Women's Day, World Water Day and so on. Further, regional festival like Pongal, Holi festival also celebrated.
- These clubs and cells join together and celebrate various events; for example, National-level events such as Independence Day, Republic Day, Gandhi Jayanthi, Teacher's Day, Engineers Day, NSS Day and NCC Day.
- 12 cells and clubs are active in Sona College Technology for the benefit of students' community.
- During the celebration of national and international events, various knowledge sharing, talent showcasing events, and games are organized by the students for the students, due to which student community can learn management and communication skills.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Response

Title of the Practice 1 - SONA NPTEL LOCAL CHAPTER

National Programme on Technology Enhanced Learning, is an initiative by the Indian government to provide free online courses

in various domains of Engineering, Sciences, Humanities, and Management.

1. To enhance the knowledge and skills of professionals, students, and faculty members in the domains of engineering, sciences, humanities, and management.
2. To enhance the knowledge and skills of professionals, students, and faculty members in the domains of engineering, sciences, humanities, and management.

Title of the Practice 2 - ENTREPRENEURSHIP DEVELOPMENT CELL

The Entrepreneurship Development Cell (EDC) was established to create awareness among students on entrepreneurship and its benefits for individual and national development as well. The objective is to impart entrepreneurial knowledge to 5% of the total outgoing students every year.

Established the Institution Innovation Council under the Innovation Cell of MoE, GoI, and conducted the various activities as per the schedule of MoE-IC.

Established the "Innovative Entrepreneurship Development Programme (IEDP)" hub under Entrepreneurship Development and Innovation Institute-Tamilnadu (EDII-TN) for 35 other spoke engineering Colleges in 4 districts (Krishnagiri, Dhamapuri, Salem, and Namakkal Districts). Various activities like EDP, Workshops, Seminars, and Tamil Nadu Student Innovator award competitions are conducted as per the directives of EDII-TN, the Government of Tamil Nadu.

File Description	Documents
Best practices in the Institutional website	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20VII/7.2.1%20Best%20Practices//EDC_NPTEL_merged.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

7.3 - Institutional Distinctiveness

7.3 .1- Highlight the performance of the institution in an area distinct to its priority and thrust.

7.3.1 WASTE TO WEALTH PRODUCTS

Write-up:

The eco-friendly concrete products are developed using waste materials for various industries near by Salem. We have developed bricks, concrete solid blocks, hollow blocks, paver blocks, interlocking blocks and ferrocement panels. These products are developed using industrial wastes such as fly ash, GGBS, steel slag, granite powder, plastics, waste used papers, etc. Sona Campus we are producing bricks, solid blocks, interlocking blocks, and paver blocks and supplying for our own use and outside. These products are eco-friendly and cost-effective.

- Effect of Recycled plastic wastes as a partial replacement for fine aggregate in manufacturing paver blocks.

- Energy Optimizing Furnace (EoF) Steel Slag as an alternate material for constructing Eco Friendly precast road separator.

- A method of developing Eco-friendly Multipurpose Low-Cost Geopolymer Ferrocement Panels and Products Thereof

- Eco- friendly high-performance paver blocks using magnetic water and granite dust.

- Eco-friendly papercrete curtain wall panels

- Method of manufacturing an Eco-friendly cement less Dry Interlocking Blocks from Polyethylene waste.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Institute has a systematic process for creating, revising, and implementing curricula in all the departments. The Primary objective of the Institute is to become a reputed organization, in the fields of Engineering, Technology, and Management studies, by offering a full range of programmes of global standard to foster research and to transform the students into globally competent personalities. The curriculum ensures the students possess the necessary subject knowledge, skills, and perspectives. The curriculum of various programmes is developed by considering the Programme Outcomes and Programme Specific Outcomes and Course Outcomes aligned with the department and institutional vision and mission.

The curricula and syllabi of various programmes are regularly reviewed based on the feedback got from multiple stakeholders and shall be approved in the BoS, Academic Council, and Governing body meetings. Several courses in the program give a vast opportunity to the students to resolve the issues in society with their innovative ideas. Special elective courses enable the student to keep track of global technological trends. These courses help the graduates to get job opportunities in multinational companies and to pursue higher education in reputable universities within the nation and abroad.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

6

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

821

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

105

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

23

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum successfully ties together topics such as gender, environment and sustainability, human values, and professional ethics, and it promotes students' holistic development based on their core principles. Students are made aware of the need for gender equity and inspired to strive for it from a multicultural standpoint. Students are given several opportunities to work in teams where they work together without gender discrimination. The college runs a Women Empowerment Cell (WEC) to enable lady faculty and girl students to explore their imminent potential and provide a friendly working environment.

The Mandatory courses Environmental and climate science, Environmental Safety, and Stress Management by Yoga address the issues related to the environment and sustainability. The course Professional Ethics and Human Values and Principle of Management address human values, professional ethics, and workplace ethics. Courses Essence of Indian Traditional Knowledge, Constitutions of India teaches the students about Indian culture and Constitutions.

The students are allowed to participate in NSS, NCC, and YRC activities. These activities enable the students to support social causes and create awareness about gender and address the issues related to sustainable living. The NSS unit conducts different extension activities not only on college premises but also in adopted villages.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

68

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

3395

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1826

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above
---	------------------------------

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20I/1.4.1%20Feedback//1.4.1_Feedback.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following	B. Feedback collected, analysed and action taken
---	---

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20I/1.4.1%20Feedback//1.4.2_Feedback.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1375

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

835

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Sona College of Technology (SCT) has a dynamic mechanism for assessing the learning levels of students. In SCT, the students are categorized as A, B, and C levels. The students who fall in A level are categorized as advanced learners with high self-motivation, B level as average learners, and C level as slow learners who need special attention in their coping capability.

Different practices are followed till the end of their programme to identify in which category a student falls dynamically. The following summarizes the practices:

1. Bridge courses
2. Soft skills assessment
3. Periodic review

Different activities are recommended and followed for different types of learners

Programs / Support for Advanced learners (A category)

- Peer teaching
- Projects based learning
- National / International level competitions
- Online learning
- Student clubs
- Fast track learning in academic curriculum
- Competitive examinations coaching
- Research experience
- Recognition through awards

Programs / Support for Average learners (B category)

- Peer teaching.

- Special attention by faculty advisors
- Participation in inter-collegiate competitions
- Student clubs

Programs / Support for slow learners (C category)

- Remedial classes
- Peer Teaching
- Special attention by faculty advisors and subject teachers
- Study materials
- Question banks
- Psychological counselling

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/06/2022	4805	299

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The institution follows various student-centric methods to implement the teaching-learning process effectively.

(1) Teaching Aids: Powerpoint presentation, Video Film, Models, Charts, Animation

(2) Teaching Methods: Lecture, Group Discussion, Seminar, Quiz, Team Teaching, Demonstration, Drill and Practice, Industrial

Visit, Games, Role Play, and Projects

(3) Online Learning: MOOC platforms such as NPTEL, Coursera, edx, and Udemy.

(4) Content beyond the Syllabus: Important and latest topics not covered in the syllabus.

(5) Utilization of Moodle and Black Board Software: Course plans, Assignments, Quizzes and course materials like PPTs, videos, documents are posted.

(6) MOOC courses for the faculty: Each faculty must complete at least two MOOC courses a year.

(7) Invited Lectures: Special lectures by eminent academicians, alumni and industrialists.

(8) Projects based Learning / Experiential Learning: Summer internships, in-plant training, mini projects and projects.

(9) Industry offered courses: Approved by the respective DCC and Industry Oriented Courses Committee (IOCC).

(10) Integrated Courses: Lab integrated theory courses and theory integrated lab courses.

Different methods are being adopted time-to-time to improve the competencies of the students.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Sona College of Technology has been developing and using the digital platform for teaching since 2005. The following summarizes the tools for teaching and assessments purposes

1. Blackboard (BB) - Uploading all the class materials and assessing assignments.

2. Lecture capturing system (LCS) - Lectures are recorded live from classrooms and are available through portal.
3. HireMee - online proctored assessment platform.

The following activities are adapted to actively engage students in the online platform:

1. The ICT tools such as edpuzzle.com, wordwall.net, mentee.com and quizziz.com for assessments.
2. Instant online search is given as activity for removing the diversions and distractions
3. Interactive pads / boards are used; problems are worked out on white boards and streamed as video, problems are worked out on paper with webcam focusing on it.
4. Virtual laboratories and platforms like hackerrank and hackerearth for programming courses.
5. Microsoft Teams: During pandemic lock down, for classes and proctored assessments.
6. e-library: e-journals and e-books from Science direct, Springer, IEEE, EBSCO, NATURE, Taylor and Francis etc.
7. Turnitin: For checking plagiarism in scientific articles.
8. Whatsapp group is created with students and parents to disseminate information.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.sonatech.ac.in/coe/annual-report/Graduates%20Report%20AY%20(2021-22).pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

299

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Schedule & Teaching plans

Academic schedule for each semester is prepared by Member Secretary, Academic Council in discussion with Dean - Academics and Controller of Examinations. Pre-planned dates for commencement of the classes, Continuous Internal Examination, last working day, Practical exam, semester end examinations and tentative date for reopen for next semester will be given in the schedule.

Pre-planning academic activities before the commencement of the classes include the following:

- Each department will conduct course allocation meeting to allot the courses to faculty members of the department concerned.
- Time-table for all the classes involved will be prepared and circulated to faculty and students.
- Faculty will update the Faculty Record Book with the following details: Course syllabus, Course delivery plan, COs and mapping with POs, Topics beyond syllabus, learning resources planned, Course coordinator meeting etc.

Academic Calendar

Academic calendar includes the details of the following:

- Vision, mission and quality policy of the college
- Institutional profile
- Research and training centres
- Instructional facility and amenity centres
- Special achievements and milestones
- Working hours, rules and regulations and dress code for

the students

- Department-wise technical activities
- College level club activities
- College level functions

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

299

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

152

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

3239

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

44

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

101

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Office of the Controller of Examinations shall be responsible for assessing continuous learning process (arrange, prepare, schedule, conduct, publish and maintain records of CIE and Semester End Examinations) of the students of all UG, PG and PhD programmes.

Examinations Reforms

Industry Oriented Courses: Industrial training for period of 4/8/12 weeks.

Online Courses: Students may choose 4/8/12 week courses.

Mandatory NPTEL courses: One NPTEL course is mandatory and encouraged to study maximum of 4 NPTEL courses additionally.

Internship / In-plant Training: Depends on the number of hours credits will be allotted.

Open Book Test (Library Test), Virtual Labs.

Craft works: FT students are encouraged to do new design in clothing materials, Aari embroidery (hands specialized embroidery) and other craft works.

Role Play: In MBA, "Management Practical Assessment" introduced in which the managing skills of the students assessed based on their leadership, hospitality, marketing skills, event organizing, Sales and marketing, online marketing, sponsorship, press and media management etc.

After successful completion of such courses, they can forgo any one professional elective in the regular programmes. All the additional credits are given in their grade sheets.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Framing Vision, Mission, Quality policy

The process of establishing and evaluating institutional vision, missions and quality policies involves regular consultation and examination practice engaging four core constituents: Faculties, Students, Alumni, and Employers. For

achieving the vision of the institution, the mission statements were formulated and are tabulated in different meetings for feedback.

The department Vision & Mission statement and PEOs are framed by consulting in Department, Alumni, Parents and BoS meetings

The programs also have Program Specific Outcomes (PSO) are formulated taking into consideration the expectations of respective professional bodies of the program like UGC, ASME, IEI, IEEE, etc. The PSOs are formulated by a team of faculty members of the program.

The Course Outcomes (CO) are formulated during the syllabi design. A team of faculty members handling the course formulate the COs and the same is deliberated and approved in the Board of Studies. Those COs are mapped appropriately with the POs as low, medium and high mapping.

Dissemination

The Vision, Missions, PEOs, POs, PSOs and COs are circulated through

- Student orientation programmes
- Faculty induction workshop
- Parents', Alumni, BoS, Academic Council meetings

- College website
- Curriculum / syllabus books
- Display boards
- Lab manuals
- Blackboard

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The COs are assessed through various tools which are explained below. The PO attainment is calculated based on the COs attainment which are mapped to the respective PO. The CO assessment tools are categorized into.

Direct Assessment Tools (80%)

1. Continuous Internal Evaluation Test
2. Assessing objective-type questions
3. Model Exam
4. Project Review
5. Semester end Exam
6. Assignment
7. Seminar
8. Practical Semester Examination
9. Quizzes
10. Real-time problem solving

Indirect Assessment Tools (20%)

11. Course End Survey

At the end of the course, COs attainments are measured using the assessment methods. Analysis is done on the attainment of the

COs for a course by the course instructor after the COs are computed.

The POs/PSOs attainments are computed using the weighted average of all the COs that are mapped to that PO and PSO. The indirect assessment is based on Exit survey, Employer Survey, Skill level statistics and Placement/Higher Education records.

After the computation of POs and PSOs, a thorough analysis on the attainment levels is done by the PAC of the department, it finds the weak areas towards the attainment of POs and PSOs and a develops detailed plan of action taken for improvement.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1260

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.sonatech.ac.in/coe/annual-report/Graduates%20Report%20AY%20(2021-22).pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://www.sonatech.ac.in/IOAC/student-satisfaction-survey-2022.php>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The commitment of Sona College of Technology to advanced research in the emerging areas of science, engineering and technology has nurtured 36 R&D centres. Sona has successfully completed many funded research projects of ISRO, NIOT, DRDO, DST, AICTE, UGC, CPRI etc. BLDC motors for ISRO space applications and power converters for NIOT deep sea mining applications are examples of testimony. Sona has received more than Rs.5.0 Crores of funding support from DST in various categories.

Sona is recognized as a SIRO (Scientific and Industrial Research Organization) by the DSIR, New Delhi. Sona is also encouraging both the faculty and the students through the SEED money scheme, in which funding support is provided by the management to carry out research works. Sona provides fellowship to full-time PhD research scholars working in the R&D centres through the SONA DOCTORAL FELLOWSHIP scheme. Incentives are given to faculty for journal publications and patents. In order to encourage the faculty and the students of Sona College of Technology to carry out consultancy projects and testing services to industries, the Management provides them with 60:40 sharing in the net revenue of such projects.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.sonatech.ac.in/research/research-policy.php
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)**19**

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year**2**

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research**3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)****59.34**

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

11

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

49

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

6

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Entrepreneurship Development Cell Supported by AICTE

The aim of the Entrepreneurship Development Cell at Sona College of Technology is to develop and strengthen entrepreneurial qualities in budding professionals who are interested in starting their own ventures.

IEDP-Salem Hub at Sona Entrepreneurship Development and Innovation Institute has recognized Sona College of Technology as its hub for disseminating the Innovative Entrepreneurship Development Programme (IEDP) to the spoke institutions in the Salem region. Around 62 spoke institutions are connected to the hub. Every year IEDP-Salem hub organizes programs and workshops for the students & faculties of the spoke colleges.

Sona Business Incubation Centre (SBIC):

SBIC is recognized by MSME to facilitate the incubation of new enterprises with innovative technologies by admitting them in and providing them with physical, technical, and networking support and services. SBIC supports the holistic development of incubate in all dimensions for the start-up, from kick-start to scaling up the start-ups.

Institutions Innovation Council (Sona IIC) - MHRD Innovation Cell (MIC): MIC has envisioned encouraging the creation of IICs selected higher educational institutions (HEIs). A network of these IICs has been established to promote innovation in the institution through multitudinous modes leading to an innovation promotion eco-system on the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

120

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

34

File Description	Documents
URL to the research page on HEI website	https://www.sonatech.ac.in/research/list-of-supervisor-phd-scholars.php
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

308

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

109

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20III/3.4.4%20Number%20of%20books%20published/3.4.4.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

979

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

17

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

77.28

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

77.28

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The Centre for Social Responsibility Initiatives (CSRI) was established in 2009. CSRI has so far trained 256 youth from the local community during 2020-21 and helped needy persons. The Students of NCC are given basic military training in weapon handling, firing, obstacle clearing, mountaineering, etc. Besides weapon drills and social outreach activities like blood donation, the cadets attend training camps conducted by army officials and permanent instructional staff.

The NSS units of the Sona College of Technology comprise 200 socially conscious students who participate in voluntary community service. Sona College has received four Anna University Best NSS Awards for the academic year 2020-2021 in recognition of the exceptional efforts of students and program officers. The Women Empowerment Committee (WEC) was formed in the college in the year 1997 and registered under the Societies Act. The committee organizes guest lectures and seminars that bring out the talents of girl students. The Women Safety Team comprising 80 student and faculty members, is part of the Women Empowerment Committee. Sona Youth Red Cross (YRC), a part of the Indian Red Cross Society, was Inaugurated in August 2003 and has 120 student volunteers. YRC organizes voluntary community outreach activities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

26

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

85

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

8124

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work

773

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

27

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The Sona College of Technology is located in Salem that provides holistic learning experience for students. The campus is spread over 139616 sq.m. of land, that is utilized for academic activities such as classrooms, laboratories, library etc. and hostel (both boys and girls). The residual area was utilized to support cultural amenities, sports, canteens etc. The Sona College of Technology adopts strategies for interactive teaching learning process between faculties and students in the classrooms, laboratories, field visits etc. The interaction between faculties and students through online was also ensured through BLACKBOARD software. BLACKBOARD, an a single robust, secure and integrated open-source software system promotes online interaction between faculties and students wherein the faculties will be supported to upload

their lecture materials, conducted online quizzes, provision for assignments etc. The special feature of the library can be demonstrated with the aid of Autolib software. In order to provide single robust, secure and integrated system Moodle-A open source web application is used to create interactive online learning platform. To enhance teaching learning process, black board learning software is utilized that will help to assess learning material and activities that happens through online.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria_IV/4.1.1/4.1.1_Additional_information.pdf

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Recreational facilities for boys and girls are very good. We have a very large playground of about with are 16,000 sq.m, a good and spacious indoor game court of size 21mx 17m .A swimming pool of size 25 m x 15 m with volume 5 Lakhs litre water is available. All the facilities are established in the year 1997. All the boys and girls of hostlers and staffs of our college are utilizing these facilities. Total area of the playground is 16,000 sq.m. Our campus have a large playground, basketball court, tennis court, volley ball court, athlete - track and field. We have indoor stadium, gymnasium, yoga floor and swimming pool. We have medical centre available with one doctor and attendant with essential medicines are always available. Sports persons are encouraged to participate in competitive events by way of granting sports - scholarships, cash prizes and waiving of fees, Annual sports events are conducted for students and staff members separately. Cultural activities are conducted for college level for every year. The Sona AYUSH was recently added in our campus to records on the health status of student and staff members are maintained by the Health centre.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria_IV/4.1.2/4.1.2_Links.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

98

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

1408.36

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is using AutolibOPAC (Online Public Access Catalogue), wherein the users can search the Library Online Catalogue by Author's name, title, subject, and keywords available on the campus LAN. Autolib is a software specifically used for library automation for integrated management system to provide lot of facility for library activities. It is a fully automated version 2.1 from the year 2000. this software is for

e access register for library users to issue the books and e journals. It will maintain footfalls and annual usage of library. The collection consists of CD-ROMs, Floppies and AV materials including a collection of video courses. NPTEL video courses produced by the Joint ventures by IIT's & IISC's, Stanford University and AIMA are made available to the users so that they can listen to the expert lectures in the concerned subjects.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/library/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

63.50

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

37423

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

SONA has well defined computing facilities and IT infrastructure that has been widely diversified throughout the institutional premises such as classrooms, laboratories, faculty cabins, libraries, hostels etc. with high-speed internet connections. All the computers in the institution are enabled with high-speed internet connectivity of 1Gbps for easy access to students with a ratio of 1:3 availability. The Sona IT policy exists to maintain, secure and ensure legal and appropriate use of Information technology infrastructure established by the Sona College of Technology on the campus. This policy establishes Institution-wide strategies and responsibilities for protecting the Confidentiality, Integrity and Availability of the information assets that are accessed, created, managed and/or controlled by the Institution. Information assets addressed by the policy include data, information systems, computers, network devices, intellectual property, as well as documents and verbally communicated information. In addition, this policy supports effective organizational security and protects users and IT resources from, but not limited to cyber criminals, bullying, misuse of accounts and assets as well as the spread of malicious software. This policy also applies to the resources administered by the central administrative departments such as library, computer Laboratories, hostels and guest houses wherever the network facility was provided by the institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/sona-facility/computing-facility.php

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5112	1475

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

464.99

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

Classrooms and Laboratories:The Infrastructure for each department and administration is taken care of by a team of faculty member who is nominated as Infrastructure Coordinator by the principal. All civil Maintenance, plumbing works, are registered by respective faculty through an online portal (MIS)

Computer Labs:Computer Maintenance Department (CMD) have a qualified and trained technical support staff for any minor repair work in the computer is attended by the staff and works are registered and the same are solved by servers, Operating ,Antivirus and fire-wall services.

Electrical Installations and Utilities: Power house facilities are available to manage the power supply for the Department and administrative blocks. Adequate generator facilities are available besides UPS support to academic infrastructures

Library: The library is automated by the Software AUTO LIB. They are well maintained in racks as per the standard protocols governing the library management system. Every year books are properly scrutinised and do a stock verification by faculty in circular manner.

Sports complex: The sports complex is maintained by Physical director and physical directress with a supporting team of Instructor .Medical Centre is also functioning in complex. Well-equipped fitness centre and swimming pool is properly operating with pool filtration re-circulation system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2146

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

789

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://www.sonatech.ac.in/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

4805

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	View File

5.2 - Student Progression	
5.2.1 - Number of outgoing students who got placement during the year	
718	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of outgoing students progressing to higher education	
48	
File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded
5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year	
5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year	
13	
File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year	
28	

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

SCT has an active student council with representative from all the program of the institution. The objective is to motivate the students to participate in different co-curricular and extracurricular activities which will enhance their inherent talents through the shared forum. The institution has separate technical and non-technical clubs run by the students. Under the club, different activities are coordinated by the elected members and student volunteers under the guidance of faculty coordinators. An election is conducted at the beginning of every academic year to elect the club members under the supervision of the overall faculty coordinator and the concerned club coordinator. Each club has a Chairman, Secretary and Joint Secretary. Different clubs which are active in the college are Women's Development Wing, Fine Arts & Tremor's Club, Tamil Mandram, EQ /IQ club, The English Club, Sonaria music Club, Science Club, International Students Club , Tremors Club, Dexters' Club, Programming Club, Photography Club, Readers Club, SONACOM club and Cooking Club. Students are also involved in BOS meetings, Class committee Meetings and involved in Professional bodies such as ISTE, IEEE, IEI. Students can also represent their problems through the Suggestion box, Mentor meeting, Hostel meeting, Anti Ragging Committee and Disciplinary Committee Meeting.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20V/5.3.2%20Presence%20of%20Student%20Council%20and%20activities//5.3.2-A%20for%20index%20pages.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

47

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Sona College of Technology has been generating alumni since 2001 and has an officially registered Sona Alumni Association (SAA) (Document. No. 66 of 2018 of book 4) under TamilNadu Government with a total of 14,423 Registered Alumni in our alumni portal.

Sona Alumni Association functions as a nodal platform for maintaining liaison with the alumni and to involve them in the development and growth of the institution. It promotes and encourage the alumni to exchange professional knowledge by undertaking and facilitating conferences, seminars, lectures and meetings amongst alumni, students, faculty, and others. Alumni cell helps promoting alumni relationships, fostering commitment among students, and enabling student-alumni interactions. Regular interaction with Alumni through our vibrant means of communication is expected to widen the placement internship and job opportunities of the students.

In the Academic Year 2021 -2022 the Sona Alumni Association has organised 3 online Alumni meet for batch 2006-2010, 2005-2009, 2007-2011, 2 National alumni chapters for MBA and FT department at Salem and Bengaluru respectively, 2 international alumni chapters in USA (Santa Clara and NewYork, mock interview participated by 70 alumni across various departments and 13 guest lectures across the year.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.sonatptalumni.org/

5.4.2 - Alumni's financial contribution during the year	C. 5 Lakhs - 10 Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	
<p>The governance of Sona College is headed by the members of the management consisting of the Chairman and the two Vice-Chairmen. The Chairman of Sona College is also the Chairman of the Governing Body (GB) of the college and the Vice-Chairmen are the key members of the GB, which also includes nominees from UGC, State Government and Anna University, and experts from industry.</p> <p>The GB is the apex body of Sona College and major institutional decisions are taken at its biannual meetings. Perspective plans of the college for the years ahead are discussed at the GB meetings and achievements at the college and department levels are reviewed and discussed, and decisions are taken on developing a broad roadmap for the institution to pursue.</p> <p>The members of the management, nominees of the governmental bodies and the industry experts offer advice for the overall development of the college and also review and approve decisions taken at meetings of other major committees of the college.</p> <p>The GB functions on the basis of a set of terms of reference which lays out briefly its overall purpose, constitution, roles and responsibilities of the members, duration of their membership, quorum, etc.</p>	
File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.sonatech.ac.in/about-sona/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Principal, Directors and the Heads of the Department (HOD) concerned take decisions in all academic matters. The HODs conduct periodic meetings with the faculty and students and offer them suggestions. They also discuss with the Principal, Deans, and Chairman of the Board of Management on important matters related to the college functioning, and decision is taken by them through consensus. Most rules and regulations are circulated among staff, and decision is taken only after a thorough discussion with the stakeholders. The final decisions taken are circulated among all stakeholders for adoption. The discussions normally emanate from the faculty, at the faculty meetings with the HODs and then in the HODs meeting with the Principal. Most of the information like organizing conferences, permitting a faculty to travel overseas for presenting a paper, etc. travel from bottom to top for approval by the Management. If there is a common rule governing all concerned, it comes from top to bottom, that too after initiating a talk with the faculty or HODs as the case may be.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The present strategic plan seeks to take advantage of Sona's experience in the implementation of various activities in doubling the impact it has created thus far. The plan includes objectives and action plans under various thrust areas to help gain a name in the global education arena. It proposes improvements in areas such as infrastructure development, academics, student admissions, student development, staff

development, research and development, industry partnerships, finance management, international collaborations, quality assurance and outreach activities.

The whole process resulted in the following outputs:

MANDATE ? VISION ? MISSION ? SWOT DATA ? ELEVEN THRUST AREAS ?
 ? OBJECTIVES ? WORK PLAN ?
 ACTION PLANS ? STRUCTURES AND PROCEDURES

All of these outputs were documented and compiled into a comprehensive strategic plan document.

Sona College of Technology is one of the very few colleges to implement the strategic planning in a systematic way. This initiative is widely accepted by the faculty community. The document consists of targets, monitoring mechanism and action plan. Therefore for every TA, a system is created and seamlessly integrated into all the activities of the college. The thrust areas are identified and prioritized.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sonatech.ac.in/about-sona/perspective-plan.php
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Sona has various committees under governing body, administrative setup. Table describes the list of committees under statutory bodies, non-statutory and externally constituted committee and the functions of various bodies are also mentioned.

Statutory Body/Committee

1. Governing Body (GB) -One Meeting per year

2. Academic Council (AC) - One Meeting per year
3. Discipline-wise Boards of Studies- As many as required
4. Finance Committee - Two Meetings per year
5. Planning and Monitoring Board - Two Meetings per year
6. Anti-Ragging Committee (and Anti-Ragging Squad) - Two Meetings per year
7. Anti-Sexual Harassment Committee - Quarterly
8. Women Empowerment Cell/ Committee - Two Meetings per year
9. Complaints and Redressal Committee - Two Meetings per year
10. Discipline and Welfare Committee - Two Meetings per year

Non- Statutory Body/Committee

1. Institution Management Committee - Once a month, normally on the first Friday
2. Management Review Committee (Sona- QMS) - Two Meetings per year

Externally-Constituted Committee

1. Grievance Redressal Committee - Constituted by Anna University, using AICTE guidelines, with five external members only for redressing grievances from students/ staff/ parents /etc. One Sona faculty appointed Coordinator to report grievance cases to AU-appointed Ombudsman

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.sonatech.ac.in/mandatory/organisation-chart.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.sonatech.ac.in/about-sona/authorities-sona-college-autonomous.pdf

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression	
<p>Teaching staff</p> <ul style="list-style-type: none"> • Contribution to Provident Fund • Contribution towards medical insurance • Maternity leave • Medical leave • Advance to meet emergency expenditure • Medical Centre • Gratuity • Personal accident insurance • Registration fee, TA and DA for attending conferences, workshop... etc <p>Non-teaching staff</p> <ul style="list-style-type: none"> • Uniforms for the support staff • Financial aid for the education of the ward of supportive staff • Festival Bonus • Fee concessions for children of administrative and support staff • Medical Centre • Contribution to ESI • Gratuity • Maternity leave 	

- Personal accident insurance
- Salary advance.
- Registration fee, TA and DA for attending programs

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

229

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

23

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

280

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal /Concurrent Audits:

- The expenditure for staff salary is being audited every month.
- The amount incurred towards infrastructure maintenance and purchase of new equipment's, consumable items is being audited then and there.
- The amount spent towards staff development programs attended by the staffs outside of the institution.
- Identify and assess risks of material misstatement, whether due to fraud or error, based on an understating of the institution and its environment, including the institutions internal control.
- Obtain sufficient appropriate audit evidence about whether material misstatements exist, through designing and implementing appropriate responses to the assessed risks.
- To comply the various legal requirement.

External/Statutory Audits

- In our institution external audit is being carried out by M/s.R.Srivastan & Co, Chartered accountant, Salem represented by his partner G.Gowthaman, Chartered accountant with their team of audit staff during the period from June to September every year.
- All the flow of funds of the institution is being audited by the external team and submits audited statement to the management.

Mechanism of settling audit objection:

We have appointed a separate staff in the accounts department to follow up audited activities. If any objections raised by the external auditing team it will be settled then and there.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

47

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Mobilisation of Funds:

- Tuition Fees collected from students
- Grants received from Government and Non-Government organizations.
- Fund generated from R&D, Continuing Education Courses, Consultancy works, and Lab testing for various government and non -government organization.
- The students fees collected is being deposited in the bank and from which Interest earned.
- Interest earned from Endowment deposit with the Directorate of Technical Education (DOTE) Short term loan from bank for developing infrastructure and additional lab facilities.
- Also encouraging the faculties and staff for applying various grants and also executing social activities covered under corporate social responsibilities.

Utilisation of Resources:

- As far as the utilization of resource concerned, the institution has instituted various measures including internal control and internal audits.
- Public programmes are permitted as per our policy.
- Central and State Government Competitive examinations like TNPSC, TANCET, GATE and NEET Examinations on rental basis.
- Sports Ground is rented for conducting sports activities by outside organizations. Since our Institution is situated in the heart of the city, we allowed public programmes. From this we effectively we utilize the resources for revenue generation.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Self-Learning:

Strategic planning would be the best way to ensure that we are adaptable to the changes that happen in the future. Some technologies that they learn now may go obsolete as it keeps changing. Focusing a little more on soft skills, problem solving skills, entrepreneurship and self-learning initiatives can prepare them to face any kind of challenges. We have incorporated such courses in our curriculum itself so that our students can take up any challenge in the industry. Self-learning is an integral part of every course. This has now become a skill which will be important for lifelong learning. The curriculum is designed in such a way that this skill is inculcated in every student. The students are encouraged to take up Nptel or any other MOOC courses. They can transfer credits if they successfully complete the courses.

Open Electives:

As the institution is autonomous, the curriculum has two or three open electives where the students of one discipline can take courses of other disciplines. This is similar to earning minor specialization. For instance, students of Mechanical engineering can take courses offered in Information Technology department. This improves the multidisciplinary approach of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sonatech.ac.in/academics/regulation/be-btech-regulation-2019.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The review on teaching and learning process is done periodically.

The academic activities that are recorded in the FRB are reviewed periodically.

- By HODs during the semester and by Principal at the end of the semester.
- The same is reviewed during the during the ISO Internal and external audits at the end of every semester.
- The IQAC cell organizes academic audit to ensure the compliance of methods and processes followed by all the faculty members of the institution.
- The management review the teaching learning activities during appraisal of the faculty members
- Indirect review on the teaching learning methods is done by collecting feedbacks from the students. Feedbacks are taken two times a semester: first is taken two weeks from the start of the semester and second taken before one month to the end of the semester.

Assessmentsof laboratory courses

The assessments are done through two modes:

1. objective test which tests the understanding of the concept of the experiments and a viva voce to test the understanding of the working principle of the experiments
2. virtual laboratory - to take readings virtually and the students arrived at the result or through virtual programming environment for programming related courses.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20VI/6.5.3-%20Quality%20assurance%20initiatives//Annual%20report compressed.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Response :

- Women Empowerment Cell (WEC) organizes Women Empowerment Lectures, awareness programs and various competitions for motivating the young female students.
- To promote women leaders, the female faculties are appointed as heads of different departments, cells and clubs.

Safety and security:

- College and hostel premises have 24 x 7 security support with CC TV monitoring. 30 security guards along with a security officer and above 100 Cameras installed at various locations cater to safety and security inside the campus.
- Hygiene and Welfare:
- Personal care and hygiene are important to us as individual. They enable us to stay clean, neat and tidy throughout the day.
- Clean facilities to help achieve this walls and floors should preferably be tiled to make them easier to clean.

Common Rooms:

One common room is available for the needy girl students. Additionally, the dispensary also available in the campus.

Women Empower Committee organise various programs:

1. The Women Empowerment Committee has conducted a guest lecture on "Emotional Wellbeing for healthy life and Ambitious professionals" for girl students of Sona, scheduled on 07.12.2021 between 10:00 a.m to 01:00 p.m in PG Auditorium, Resource person is Dr. S. Bhuvaneshwari, MBBS, Chief Regionalist.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.sonatech.ac.in/sona-facility/women-club.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas

A. Any 4 or All of the above

plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

RESPONSE:

We impose very less impact on the environment by being conscious of generating less waste and recycling by passing it through a system that enables recycling concept. For each department, sweepers are assigned for collecting and segregating the various wastes generated in the campus into degradable and non-degradable through dustbins provided at various points.

The College has an authorized vendor who collects the paper waste and other non-degradable waste from the designated place, segregates them, recycles them and disposes them at the landfills authorized by the government.

The campus have more than 30 species of plants and trees such as Green grass, Mexican grass, Sleeping trees, Neem, Nagalinga trees, Badani tree, Karpooravalli, Hibiscus, etc.

To conserve water resources, Liquid waste generated by the College campus is treated through Sewage Treatment Plant (STP) with a handling Capacity of 75,000 liters/day and then used for gardening purpose.

The Hazardous Lab & other Waste Disposal, a Standard Operating Procedure has been evolved for handling the hazardous waste disposal system. For the disposal of e waste, government approved agency collects these from the respective departments. Records are maintained both at the College level and Department Level for the compliance of the process.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Response:

Sona College Technology to the inclusive environment with diversity in terms of culture, region, linguistic, communal, socio-economic and other aspects and is a big promoter of diversified environment in various ways.

Sonaria Music Club

'SONARIA' the Music Club unravels the musical talents of our students. Music provides relaxation and connects to the soul - a must for stress-prone engineering professionals.

Efforts to handle Cultural diversity

Weaccommodates the culturally diversified students by encouraging the exchange of cross-cultural ideas and celebration of the festivals of different culture. T

Efforts to handle Regional diversity

Apart from various districts of Tamil Nadu, the institute has got above 60 students from the other states of India like Telangana, Andhra Pradesh, Kerala, Pondicherry and Karnataka.

Efforts to handle Linguistic diversity

The Sona Students' Speakers' Forum (SSSF) has been constituted with the aim of making students to become good speakers with

ABC -A: Accuracy, B: Brevity, C: Clarity.

Efforts to handle Communal diversity

The students and the faculty of all the communities and religions are a part of this temple of learning which shows that the institute strives to provide conducive environment for all.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Response:

The values are inculcated through courses in the curriculum, namely Value Education, Yoga & Values for Holistic Development, Universal Human Values: Professional Ethics & Human values. In addition, Yoga and meditation club conducts regular programs to make our students to understand the value of being humane. Through NSS, NCC and Youth Red Cross, various programs are organized to make the students realize their rights, duties and responsibilities. The various programs organized are:

- Independence Day and Republic Day are celebrated to create awareness among the students about our Constitution, freedom struggle and our nation's history.
- Camps for enrolment of voter ID for the students who turned 18, correction of voter ID and training to students to enrol for voter ID through online so that they can help others are organized to make the students to be aware of their rights and duties.
- Polio camp and Blood donation camps by NSS and other clubs along with the hospitals.
- Environmental awareness programs - rally, competition, planting trees, campus cleaning, plastic usage awareness programs.
- The students visit government schools to create awareness on career higher studies and planting trees etc.
- Blood donation camps by NSS and other clubs along with

the hospitals.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Response:

- Sona College of Technology provides outstanding supports towards celebrating national and international commemorative days, events and festivals.

- National events such as Republic Day and Independence Day aid to increase the unity among the students, promote the feelings of pride of our own country, which helps to raise the patriotic spirit among young minds.
- International Women's Day, World Water Day and so on. Further, regional festival like Pongal, Holi festival also celebrated.
- These clubs and cells join together and celebrate various events; for example, National-level events such as Independence Day, Republic Day, Gandhi Jayanthi, Teacher's Day, Engineers Day, NSS Day and NCC Day.
- 12 cells and clubs are active in Sona College Technology for the benefit of students' community.
- During the celebration of national and international events, various knowledge sharing, talent showcasing events, and games are organized by the students for the students, due to which student community can learn management and communication skills.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Response

Title of the Practice 1 - SONA NPTEL LOCAL CHAPTER

National Programme on Technology Enhanced Learning, is an initiative by the Indian government to provide free online courses in various domains of Engineering, Sciences, Humanities, and Management.

1. To enhance the knowledge and skills of professionals, students, and faculty members in the domains of engineering, sciences, humanities, and management.
2. To enhance the knowledge and skills of professionals, students, and faculty members in the domains of engineering, sciences, humanities, and management.

Title of the Practice 2 - ENTREPRENEURSHIP DEVELOPMENT CELL

The Entrepreneurship Development Cell (EDC) was established to create awareness among students on entrepreneurship and its benefits for individual and national development as well. The objective is to impart entrepreneurial knowledge to 5% of the total outgoing students every year.

Established the Institution Innovation Council under the Innovation Cell of MoE, GoI, and conducted the various activities as per the schedule of MoE-IC.

Established the "Innovative Entrepreneurship Development Programme (IEDP)" hub under Entrepreneurship Development and Innovation Institute-Tamilnadu (EDII-TN) for 35 other spoke engineering Colleges in 4 districts (Krishnagiri, Dhamapuri, Salem, and Namakkal Districts). Various activities like EDP, Workshops, Seminars, and Tamil Nadu Student Innovator award competitions are conducted as per the directives of EDII-TN, the Government of Tamil Nadu.

File Description	Documents
Best practices in the Institutional website	https://www.sonatech.ac.in/naac/NAAC_21_2/Criteria%20VII/7.2.1%20Best%20Practices//EDC NPTEL merged.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust

(within a maximum of 200 words)

7.3 - Institutional Distinctiveness

7.3 .1- Highlight the performance of the institution in an area distinct to its priority and thrust.

7.3.1 WASTE TO WEALTH PRODUCTS

Write-up:

The eco-friendly concrete products are developed using waste materials for various industries near by Salem. We have developed bricks, concrete solid blocks, hollow blocks, paver blocks, interlocking blocks and ferrocement panels. These products are developed using industrial wastes such as fly ash, GGBS, steel slag, granite powder, plastics, waste used papers, etc. Sona Campus we are producing bricks, solid blocks, interlocking blocks, and paver blocks and supplying for our own use and outside. These products are eco-friendly and cost-effective.

- Effect of Recycled plastic wastes as a partial replacement for fine aggregate in manufacturing paver blocks.

- Energy Optimizing Furnace (EoF) Steel Slag as an alternate material for constructing Eco Friendly precast road separator.

- A method of developing Eco-friendly Multipurpose Low-Cost Geopolymer Ferrocement Panels and Products Thereof

- Eco- friendly high-performance paver blocks using magnetic water and granite dust.

- Eco-friendly papercrete curtain wall panels

- Method of manufacturing an Eco-friendly cement less Dry Interlocking Blocks from Polyethylene waste.

File Description	Documents
Appropriate link in the institutional website	https://www.sonatech.ac.in/naac/NAAC_21_22/Criteria%20VII/7.2.1%20Best%20Practices/Institutional%20Distinctivene.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- NIRF - To improve in NIRF ranking
- Research & Development - Plan to establish an Advanced Centre of excellence
- Smart India Hackathon (SIH) - Plan to participate and win in the Smart India Hackathon competition
- NPTEL -To perform as top ranking performance in the SWAYAM platform
- Placement - The college had consistently achieved high domestic orders in top companies with high CTC. It was decided to achieve success progress in international placements. Plan to offer the Japanese language to external candidates.