



SONA COLLEGE OF TECHNOLOGY

SALEM – 636005

I – Statutory Bodies and Committees

S. No.	Statutory Body/Committee	Mandated by Whom	Meetings per Year	List of Members on Page....
1	Governing Body (GB)	UGC	One	2
2	Academic Council (AC)	UGC	One	3
3	Discipline-wise Boards of Studies	UGC	As many as required	4
4	Finance Committee	UGC	Two	5
5	Planning and Monitoring Board	AU	Two	6
6	Anti-Ragging Committee (and Anti-Ragging Squad)	AU*	Two	7
7	Women Empowerment Cell/Committee	UGC (and AICTE)	Two	8
8	Complaints and Redressal Committee	AU*	Two	9
9	Discipline and Welfare Committee	AU	Two	10

* Newly mandated by Anna University through approval format for 2014-15

II – Non-Statutory Committees

10	Institution Management Committee	Sona - Constituted	Once a month, normally on the first Friday	11
11	Management Review Committee (Sona-QMS)	Sona - Constituted	Two	12

III – Externally-Constituted Committee

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12	Grievance Redressal Committee	AICTE	<ul style="list-style-type: none"> 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 Coordinator for Sona: Dr. M. Renuga, HOD/H&L
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1 – Governing Body

S. No.	Name	Category	Designation
1	C. Valliappa	Management	Chairman
2	Chocko Valliappa	Management	Vice Chairman
3	Thyagu Valliappa	Management	Vice Chairman
4	R. Srivatsan	Management	Chartered Accountant
5	Dr. C. V. Koushik	Teacher of the College	Director – Academics
6	Dr. V. Jayaprakash	Teacher of the College	Director – Industry Connect
7	Dr.C.Easwarlal	Teacher of the College	Professor, EEE
8	Padma Bhushan Dr. R. Kumar	Educationalist	Professor, IISC, Bangalore
9	Dr. S. Subramanian	Educationalist	Former Vice – Chancellor Bharathiar University Coimbatore
10	Dr. S. Xavier Alphonse SJ	UGC Nominee	Director, Indian Centre for Research and Development of Community Education (ICRDCE), Chennai
11	Dr. A. Ebenezer Jayakumar	State Government Nominee	Director Academics, Sri RKCE, Coimbatore
12	Dr. S. Sukumar (Retd.)	University Nominee	Professor of Civil Engineering, Government College of Engineering, Salem
13	Dr.M.Usha	Ex-officio (Member Secretary)	Principal

Terms of Reference (As stated in from UGC website)

Functions: Subject to the existing provision in the bye-laws of respective college and rules laid down by the state government, the Governing Body* of the above colleges shall have powers to:

- Fix the fees and other charges payable by the students of the college on the recommendations of the Finance Committee.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council.
- Approve institution of new programmes of study leading to degrees and/or diplomas.

Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development, and fulfil the objectives for which the college has been declared as autonomous.

Term of Office: Two years, except for the UGC Nominee whose term will be a full six years

Meetings: At least twice a year

* May be named Governing Body / Governing Board / Board of Management / Executive Committee / Management Committee



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2 – Academic Council

S. No.	Category	Name	Designation
1	Chairperson	Dr.M.Usha	Principal
2	Academics	Dr. C. V. Koushik	Director - Academics
3	Industry Connect	Dr. V. Jayaprakash	Director – Industry Connect
4	Deans and Heads of Departments	Dr. M.Selvaraj	1. Joint Director - MBA
5		Dr. G. M. Kadhar Nawaz	2. Director – MCA
6		Prof. G. Gunasekaran	4. HOD – FT
7		Dr. S. Padma	5. HOD – EEE
8		Dr. B. Sathiyabhama	6. HOD – CSE
9		Dr. D. SenthilKumar	7. HOD – MECH
10		Dr. J. Akilandeswari	8. HOD – IT
11		Dr. K.R. Kashwan	10. HOD – ECE
12		Dr. R. Malathy	11. HOD(i/c) – Civil
13		Prof. S. Jayabharathi	12. HOD – Mathematics
14		Dr. M. Renuga	13. HOD – Humanities
15	Four Teachers	Dr. C. Easwarlal	1. Professor – EEE
16		Dr. R. S. Sabeenian	2. Professor – ECE
17		Dr. T. Padma	3. Professor – MCA
18		Dr. V. Mohan raj	4. Professor – IT
19	Five Experts representing from all branches of Engineering	Dr.Srinivasan Sundarrajan	Director of National Institute of Technology, Tiruchirappalli
20		Mr.H.V.Harish	Managing Director, Grant Thornton, Bengaluru
21		Dr. R. K. Suresh	Director, Engineering, Zoho Corporation, Chennai
22		Mr. K. Gopinath	Founder, Automated Workflow Pvt Ltd, Bengaluru
23	Three nominees of Anna University, Chennai	Dr. K. Ilamparuthi	Professor and Head, Department of Civil Engineering, Anna University, Chennai
24		Dr.P.Hariharan	Professor Department of Manufacturing Engineering, CEG Campus Anna University, Chennai
25		Dr.K.Srinivasan	Professor and Head Department of Physics Government College of Engineering, Salem
26		Dr.P.K.Palani	Associate Professor Department of Mechanical Engineering Government College of Technology, Coimbatore
27	Placement	Prof. B. Saravanan	Advisor, Placement
28	Training	Dr. S. Anita	Trainer

29	Member Secretary (Nominated by the Principal)	Dr.A.C.Kaladevi	Professor – CSE
30	QMS Coordinator	Dr.J.Jeba Emilyn	Associate Professor – IT

- **Functions:** To review all academic matters of Sona College and provide guidance and advice to the college in maintaining a high academic standard
- **Meetings:** At least once a year



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3 – Discipline-wise Boards of Studies (Members lists with HODs)

S. No.	Name	Category	Designation
1			
2			
3			
4			
5			
6			

- **Functions:** To review the curriculum and syllabi of the programme/discipline concerned and provide relevant guidance and advice such that the programme/s are always in keeping with current industry requirements
- **Meetings:** As Many Times as Necessary



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4 – Finance Committee

S. No.	Name	Category / Roll in the Committee	Designation
1	Sri. C. Valliappa	Management	Chairman
2	Sri. Chocko Valliappa	Management	Vice Chairman
3	Sri. Thyagu Valliappa	Management	Vice Chairman
4	Dr.M.Usha	Person nominated by the Governing Body	Principal
5	Dr. C. V. Koushik	Academics	Director/Academics
6	Dr. C. Easwarlal	One senior-most teacher of the college nominated by rotation by the Principal for two years	Professor – EEE
7	Sri. R. Srivatsan	Chartered Accountant	Auditor
8	Sri. K. Ganesan	Member Secretary	Finance Manager
9	Sri. V. R. Lakshminarayanan	Accounts Officer	Accounts Officer

- **Functions:**

- To be an advisory body for the Governing Body
- To consider budget estimates relating to the grant received/receivable from UGC, and income from fees, etc collected for the activities to undertake the scheme of autonomy
- To audit accounts for the above

- **Meetings:** At least twice a year



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5 – Planning and Monitoring Board

S. No.	Name	Category / Roll in the Committee	Designation
1	Thyagu Valliappa	Management	Vice Chairman
2	Dr.M.Usha	Chairperson	Principal
3	Dr. C. V. Koushik	Academics	Director/Academics
4	Dr. R. Malathy	Senior faculty member of the college	Professor / CIVIL
5	Dr.D. SenthilKumar	Senior faculty member of the college	Professor / MECH
6	Dr. M. Madheswaran	Senior faculty member from another college	Principal, Mahendra Engineering College, Namakkal
7	Mr. B. E. Rajendran	Industrial expert in the field of engineering and technology	Associate Vice-President/HR, JSW Steels Ltd, Salem
8	Mr. R. N. Elangovan	Industrial expert in the field of engineering and technology	Manager Learning and Development Titan Industries Ltd, Hosur

- **Functions:** To formulate plans for the development and growth of Sona College on the advice of the Governing Body of the college and provide guidance and advice in the implementation and monitoring of the plans
- **Meetings:** At least twice a year



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6 – Anti Ragging Committee

S. No.	Name	Designation / Profession	Post
1	Dr. M. Usha	Principal	Chairperson
2	Dr. T. Maruthavanan	Associate Professor / Chemistry	Member Secretary & Convener
3	Dr. V. Balasubramanian	Professor / Physics	Member
3	Mr. V. Meenakshi Sundharam	General Manager, Hostels	Member
4	Dr. A. Murugesan	Associate Professor / CIVIL	Member
5	Mr. A. Sivaprakasam	Asst. Professor / Mechanical & Associate Warden	Member
6	Dr. S. Padma	HOD / EEE & Associate Warden	Member
7	Dr. S. Sakthivel	Professor / CSE	Member
8	Dr. M. Renuga	HOD / First Year	Member
9	Ms. A. Suhana Nafais	Assistant Professor / MCA	Member
10	Ms. S.Theetchenya	Asst. Professor / CSE & Residential Tutor	Member
11	Mr. M. Rajavignesh	Senior Physical Director	Member
12	Ms. K. Anithaa	Physical Directress	Member
13	Mr. Syed Muthahar	Deputy Editor, The Hindu - Media	Member
14	Mr. Sahasranamam	State Executive Member, TNSF – NGO Youth activities	Member
15	S. Vikram	II Year Student	Member
16	S. Harini	II Year Student	Member
17	Mr. G Saravanan	Parent – II Year	Member
18	Asst. commissioner of Police	Law & Order, Salem West	Member
19	Inspector of Police- Male	Suramangalam Police Station	Member
20	Inspector of Police - Female	All Women Police Station, Suramangalam	Member
21	Mr. V. Venugopal	Administrative Officer	Member
22	A. Ashwathi	I Year Student / CSE	Member
23	S. R. Keshav	I Year Student / Mechanical	Member
24	P.V. Raajivkumar	I Year Student / Civil	Member
25	Mr. S. Asokan	Parent / I Year	Member

Terms of Reference of the committee

- **Function:** To maintain Sona a ragging-free campus
- **Tenure of members:** Two years
- **Meetings:** Twice a year
- **Roles & Responsibilities:**
 - a) To create awareness about ragging and ensure a student-friendly environment at all times
 - b) To facilitate campus monitoring to ensure nil ragging
- **Quorum:** Minimum 2/3^r

Anti-Ragging Squad

S. No.	Name	Position	Designation
1	Dr.M.Usha	Chairperson	Principal
2	Prof. M. Senthil Kumar	Member	Asst. Prof. / MECH
3	Prof. K. S. Yamuna	Member	Asst. Prof. / ECE
4	Prof. M.E. Paramasivam	Member	Asst. Prof. / EEE
5	Prof. S. Anitha Elavarasi	Member	Asst. Prof. / CSE
6	Prof. K. Thangaraj	Member	Asst. Prof. / IT
7	Prof. R. S. Gandhimathi	Member	Asst. Prof. / CIVIL
8	Prof. S. Chinnadurai	Member	Asst. Prof. / FT

- **Function:** To organise periodic and surprise monitoring of the campus to check ragging
- **Tenure of members:** Two years



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7 – Women Empowerment Committee

S. No.	Name	Category / Roll in the Committee	Designation
1	Dr.M.Usha	Ex-Officio Member	Principal
2	Dr. M. Renuga	Member Secretary	HOD, Humanities and Languages and Chief Coordinator, Women Empowerment Committee, Sona College
3	Dr. J. Akilandeswari	Member	HOD, IT and Sona Coordinator, e-WIT (Anna University)
4	Prof. A. Suhana Nafais	Member	Asst. Prof, MCA and Coordinator, Women Empowerment Committee, Sona College
5	Prof.A.P Jayakrishna	Member	Asst. Prof, ECE and Coordinator, Women Empowerment Committee, Sona College
6	Prof. M. Arivoli	Member	Asst. Prof, Civil and Department Counsellor for Women Safety
7	Prof. N. Sasirekha	Member	Assoc. Prof, ECE and Department Counsellor for Women Safety
8	Prof. T. Ilakkia	Member	Asst. Prof, EEE and Department Counsellor for Women Safety
9	Prof. S. Priyalatha	Member	Asst. Prof, FT and Department Counsellor for Women Safety
10	Prof.P.Thamilarasi	Member	Assoc. Prof, MECH and Department Counsellor for Women Safety
11	Prof. J. Jayanthi	Member	Assoc. Prof, CSE and Department Counsellor for Women Safety
12	Dr. C. Shanthi	Member	Prof, Physics and Department Counsellor for Women Safety
13	Dr. G. Shanthi	Member	Asst. Prof, Chemistry and Department Counsellor for Women Safety
14	Prof. A. Sasikala	Member	Asst. Prof, Computer Science and Department Counsellor for Women Safety
15	Dr. J. Jeba Emilyn	Member	Assoc. Prof, Information Technology and Department Counsellor for Women Safety
16	Dr. P. K. Anjani	Member	Assoc. Prof, MBA and Department Counsellor for Women Safety
17	Dr. R. Thenmozhi	Member	Assoc. Prof, MBA and Member, President 2015-16, IIW Salem City
18	Prof. M. Thenmozhi	Member	Asst. Prof, MCA and Department Counsellor for Women Safety
19	Ms K Sumathi	Member	Matron, Main Women's Hostel

- **Functions:**

- To spread the awareness of gender issues among all women
- To ensure that they have access to opportunities, devoid of any gender bias or discrimination on the grounds of sex, to help them rise to their full potential

- **Meetings:** At least twice a year



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8 – Complaints and Redressal Committee

S. No.	Name	Category / Roll in the Committee	Designation
1	Dr. M. Renuga	Chairperson	Professor and HOD / H&L
2	Dr. B. Sathiyabhama	Member	Professor and HOD / CSE
3	Prof. A. Suhana Nafais	Member	Asst. Prof. / MCA
4	Prof. M. S. Thaenmalar	Member	Asst. Prof. / MCA
5	Ms. Aarthi Rajaratnam	Member	Clinical Psychologist (Representing NGO)
6	Dr.M.Usha	Ex-Officio Member	Principal

- **Functions:** To review any cases of sexual harassment on the campus and provide proper redress
- **Meetings:** As and when necessary, but definitely twice a year
- **Tenure of members:** Two years



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9 – Discipline and Welfare Committee

S. No.	Name	Category / Roll in the Committee	Designation
1	Dr. S. Padma	Chairperson	HOD / EEE
2	Dr. D. SenthilKumar	Convenor	HOD / Mech
3	Dr. R. Malathy	Member	HOD(i/c) / Civil
4	Dr. J. Akilandeswari	Member	HOD / IT
5	Dr. B. Sathiyabhama	Member	HOD / CSE
6	Prof. S. Theetchanya	Member	Asst. Prof. / CSE and Residential Tutor
7	Mr. V. Meenakshi Sundaram	Member	Sr. Executive, Hostels

- **Objective:** To ensure maintenance of good student discipline and provide proper amenities for student wellbeing on the campus
- **Periodicity of Meetings:** As and when necessary, but definitely twice a year
- **Tenure of members:** Two years



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Sona-Constituted Committees

10 – Institution Management Committee (IMC)

S. No.	Name	Category	Designation
1	C. Valliappa	Management	Chairman
2	Chocko Valliappa	Management	Vice Chairman
3	Thyagu Valliappa	Management	Vice Chairman
4	Dr.M.Usha	Ex-officio (Member Secretary)	Principal
5	Dr. C. V. Koushik	Academics	Director/Academics
6	Members	Broad Focus Areas	<ul style="list-style-type: none">• All HODs/Directors• PG Deans• Centre Heads• Focus-Area Coordinators• Specific-Area functionaries

- **Functions:** To review and monitor day-to-day progress in the twelve broad focus areas of the college (List of broad and specific focus areas and coordinators thereof follows after this page)
- **Meetings:** Once a month, normally on the first Friday



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Sona-Constituted Committees

11 – Management Review Committee (MRC of Sona-QMS)

S. No.	Name	Category / Role in the Committee	Designation
1	Dr.M.Usha	Chairperson	Principal
2	Dr. C. V. Koushik	Academics	Director/Academics
3	Dr. J. Jeba Emilyn	Member-Secretary	SONA QMS - Coordinator
4	Members	All Departments, Research Centres, Administrative Functions, Hostels, Sports and Other Specific Functions	<ul style="list-style-type: none">• All HODs/Directors• PG Deans• Director/HR• COE• Librarian• Sports Director/PD• Member Secretary – Academic Council• Administrative Officer/s• Administrative Function Heads (Purchase and Stores, Accounts, Student Training and Placement, Continuing Education, Transport, MIS, PR, etc)• Sr. Executive – Hostels

- **Functions:** To review findings of the internal audits of Sona-QMS as also to formulate improvements in established quality processes
- **Meetings:** Twice a year



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Externally-Constituted Committee

12 – Grievance Redressal Committee

S. No.	Name	Category	Designation
1	Dr.M.Usha	Ex-Officio	Principal
2	Dr. M. Renuga	Coordinator	HOD- Humanities
3	Dr. S. Ganesan	Member	Registrar Anna University, Chennai
4	Dr. M. Chandrasekar	Member	Student Affairs, Anna University, Chennai
5	Dr. V. Jayabalan	Member	Controller of Examinations Anna University, Chennai
6	Dr. A. Rajadurai	Member	Director, Centre for Affiliation Anna University, Chennai
7	Regional Director	Member	Southern Regional Officer AICTE, Chennai

- **Meetings:** At least twice a year