



ಜ್ಯೋತಿ ಇನ್ಸ್ಟಿಟ್ಯೂಟ್ ಆಫ್ ಕಾಮರ್ಸ್ & ಮ್ಯಾನೇಜ್‌ಮೆಂಟ್ Jyothy Institute of Commerce & Management

Approved by Govt. of Karnataka, Affiliated to Bangalore University

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MoU) is related to the provision of services towards the upskilling / training of students to improve their learning and employability, and is entered into on this day, Thursday, 10th day of June 2023 by and between:

Project 3H Catalyst (operating under Sai Krushna Charitable Trust) and having its registered and administrative office at 3H Catalyst, Sai Krushna Mandir, Hosadoddi Village, Bolare Post, Off Kanakapura Main Road, Bangalore 560082, hereafter referred to as **3H Catalyst** and represented by its CEO, Mr K. Vinod Cartic or one of his designees

AND

Jyothy Institute of Commerce and Management and having its premises at 40/5, Tataguni, Off, Kanakapura Rd, Bengaluru, Karnataka 560082 referred to as the **Jyothy Institute of Commerce and Management** and represented by its Executive Director, Sri. Rajesh K or one of his designees.

3H Catalyst and Jyothy Institute of Commerce and Management shall be collectively referred to as 'Parties' and individually as "party" whenever the context permits.

This MoU shall be effective from the commencement date as above and continue in effect until completion of the training engagement and all obligations by both parties to this agreement or its termination by either Party in accordance with the Termination provisions.

This MoU is intended to apply only to the customized training program for students of the Jyothy Institute of Commerce and Management as outlined in the scope of work below, involving the two parties.

A. **3H Catalyst** comprises of highly qualified, experienced and accomplished individuals ranging from CEOs, Directors and, Vice Presidents of companies to achievers from hallowed institutions like SSSIHL, IIMs, and IITs -- all sharing the common passion for excellence. Their team members have trained and consulted for some of the largest multinational companies, and have a combined global experience of over 150 years covering diverse areas in both Public and Private Sector: Ministries, Banking, Aviation, Construction, Education, Energy, Chemicals, IT, Financial Services, Media, Automotive, Social Research and Consumer Services. They have now dedicated their professional lives to upskilling India.

The team works like a Catalyst, discreetly speeding up the reaction rate of bridging the industry-academia gap. The high level of intelligence and domain expertise of the Catalyst faculty enables them to assess, rank the lacunae and give the students a quick fix. They do not take the "one shoe fits all" approach, nor impose their ideas on the students, but work through the process iteratively and effectively. As the training and consulting partners of colleges, they help achieve better educational standards and increase employability of students. They provide customizable programmes through their 3H approach which involves the holistic development of Hand, Head and Heart.



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Whereas, 3H Catalyst has offered its training services to Jyothy Institute of Commerce and Management to carry out training activities across two semesters for 2nd and 3rd year students who are low-fee students, on agreed upon courses from the list of offerings.

Whereas, after mutual discussions, Jyothy Institute of Commerce and Management has agreed to engage 3H Catalyst for the training program(s) specified above under the terms and conditions specified in the MoU herein.

B. Terms of Reference (ToR)

A detailed ToR will be prepared including the scope of work, specific deliverables, and timelines in consultation with the Principal and staff of Jyothy Institute of Commerce and Management. This scope of work, agreed upon and signed off by both parties will be the document guiding the 3H Catalyst Team on deliverables, timelines and other details of the training engagement.

C. Fees

3H Catalyst recognizes that the students should not be financially burdened further to pay for the additional training programs provided by the team under this MoU. There will be no financial obligation to the students or the Jyothy Institute of Commerce and Management in receiving the services provided by 3H Catalyst as described in this MoU and scope of work.

D. Facilities and Interactions

Jyothy Institute of Commerce and Management (JICM) agrees to provide suitable clean and organized space – classrooms and required furniture – as well as audio-visual equipment, technical help and housekeeping services to enable the effective delivery of services as described in this MoU. Classes will be conducted through hybrid/blended methods: a combination of in-class sessions and online sessions as suitable in view of the pandemic, as well as student schedules. A Learning Management System will be deployed for administering of other learning materials such as videos, readings and quizzes. JICM will also provide details of Placements, connects with corporates and Opportunities for Placements and Internships so that 3H Catalyst may engage closely with these entities to upgrade its training program and support the students.



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Jyothy Institute of Commerce & Management

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E. Acceptance

Both parties hereunto affix their signatures and seals as a token of acceptance of this Memorandum of Understanding and its terms and conditions.

Signed on the day and date first mentioned above,

For 3H Catalyst (Project
under Sai Krushna Charitable
Trust)

K. Vinod Cartic
CEO

For Jyothy Institute of Commerce
and Management

Sri. Rajesh K
Executive Director

EXECUTIVE DIRECTOR
Jyothy Institute of Commerce & Management
Thathaguni, off Kanakapura Road,
Bengaluru - 560082

Witnesses (Signature, Name and Address)

1. Benakeman Basad

2.



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Appendix: Terms of Reference

This Scope of Work (SoW) accompanies the Memorandum of Understanding (MoU) between 3H Catalyst and Jyothy Institute of Commerce and Management. The SoW described here is based on consultation with the Principal of the Institute. While this is a broad description of the SoW, some changes may occur as the program evolves; especially, the schedules and course offerings.

Target Group: 1st, 2nd and 3rd year students will be covered in the training / upskilling program in the upcoming academic year (2023-2024). Students may be divided into batches (most likely by year and department) and, separate sessions will be held for each batch.

Course content: A broad list of course offerings was discussed with the Principal. Based on their inputs, a few courses / modules / topics will be selected for delivery of content. Prior experience at other colleges has highlighted the need for extensive training in spoken English and effective communication. At the outset, Spoken English and effective communication is therefore one of the chosen courses / modules. Other courses / modules will be added after final discussions.

Course Duration: For the 2nd and 3rd years, the training program is planned for delivery across two semesters. In each semester, about 30 hours of training will be held for each batch of 2nd and 3rd years. The yearly duration therefore is 60 hours, spread across two semesters. These 60 hours will be divided into multiple modules; each module will be the focus of one topic or course.

For the 1st years, the JICM teachers will be trained to deliver the trainings for the students in their respective classes. They will have only a total of about 12-15 hours of training in a year.

A hybrid/blended approach will be employed for delivery of the modules. Both in-class and online sessions will be conducted. Some sessions will be through an online Learning Management System (for e.g., videos, lessons, readings, etc.). A timetable of sessions will be prepared in consultation with the Placement Officer, Heads of Departments and the Principal.

Course Scheduling will be done in consultation with the college. Completion of the hours of training will depend on the schedule permitting the hours to be available to the 3H Catalyst trainers (for e.g., number of weeks in the semester minus examinations, study holidays and other college closures). It is ideal if the college works the hours into the timetable for each semester to ensure that all hours are completed.

Venue and Space: The training sessions will be held on the premises of the Jyothy Institute of Commerce and Management. The space provided shall be sufficient for effective training of the number of students present in each batch, including space for small group discussions and activities. Suitable furniture shall be provided by the administration for seating the students during the training. Audio-visual equipment (such as a projector and screen and, microphones) along with technical support for the equipment shall be provided by the administration if available.

Online lessons will be conducted through zoom sessions and, learning materials like videos, articles and other assignments will be shared through a Learning Management System (LMS).

Student attendance and permissions: The administration will inform the students about the training programs, and impress upon them the benefit of attending such training programs. Any permissions required (from guardians) shall be obtained by the administration.