

Policy For Use of Non Lab Housed Technology In The Rogers Communications Centre

Premise: Over a number of years the Rogers Communications Centre has acquired a number of "one off" communications technologies that are not tied to specific labs. In all cases these technologies are obtained for purposes of development. While the term "development" can have many connotations many of these technologies are obtained for the following reasons;

- For the use by the undergraduate and graduate faculty to determine the potential use of and develop workflows for new technologies to be introduced into their schools curriculum.
- To explore new technologies potential in areas of research, operations and departmental use as follows.
 - Explore a potential new technology that could enhance funded research
 - Explore a new technology from which new research proposals can be built
 - A technology on which new communication channels are developed.
 - A technology obtained to test new methodologies that will improve operational efficiencies
- For staff development

Unless specific to a project it is the intent of RCC policy that all technologies obtained that they receive the widest distribution possible across FCAD's schools and Research Labs. It's also the intent of this policy that all technology obtained, and not placed in a lab, be administered from a central location. This includes all presentation systems technology where beyond classroom use the technology can be used for installations, SRC displays, Ryerson presentations and exhibitions. It's also the intent that Equipment purchased for the Mixed Reality Production Cluster and the Internet and Emerging Technology Impact Lab find its way into Graduate Program, targeted 4th year Undergraduate projects and loaned for use to Research Projects.

Standards and Practices

To meet the goals set out by this policy the following standards and practices are to be undertaken by the Rogers Communications Centre

1. All technology that may fall into this category --not specifically held for classroom use-- will be listed on the RCC website at;
 - <http://www.rcc.ryerson.ca/technology/rcc-357.htm>
 - <http://www.rcc.ryerson.ca/technology/presentationssystems.htm>
 - <http://www.rcc.ryerson.ca/technology/rcc-238d.htm>
2. All technology not assigned to specific lab locations will be administered and booked from the RCC Equipment Storage room. Inquiries for equipment can be made by faculty only and they are to follow the procedures for booking and reserving equipment on the webpage at <http://www.rcc.ryerson.ca/technology/presentationssystems.htm>
3. Faculty, students and staff who make use of developmental technology must apply its use to school, research or departmental projects. Equipment cannot be used as part of a commercial production.
4. Staff and Research Labs are asked to Contact the Program Director, Operations and Technology, Rogers Communications Centre for requests.
5. Time of loans will be determined by need and flexibility to provide maximum use.
6. It will be the responsibility of the New Media Lab Assistant to ensure the equipment is stored in an orderly fashion and ready it for distribution and use on short notice.

The RCC Program Director Operations and Technology will administer any questions that may emerge as a result of this policy.