

Memorandum L-358

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Division 6 - Lincoln Laboratory  
Massachusetts Institute of Technology  
Lexington 73, Massachusetts

SUBJECT: GROUP LEADERS' MEETING, July 12, 1954

To: Group Leaders

From: David R. Brown

Date: July 14, 1954

Present: J. W. Forrester, D. R. Brown, J. C. Proctor, J. B. Bennett  
for Item 1, and F. C. Ryder for Item 3

Agenda: 1. Quarterly Progress Reports  
2. Building 10 Program  
3. Recruiting

1. Quarterly Progress Reports

The March 15 Quarterly Progress Report will be distributed during the week of July 12. The June 15 report will be distributed during the week of July 26 or August 2.

Now is the time to start work on the September 15 report. J. B. Bennett will contact authors of feature articles previously planned and ask each Group Leader to appoint an editor for his group's regular report.

2. Building 10 Program

J. W. Forrester and J. C. Proctor have discussed the Building 10 program with Paul Cusick. This is to be an activity of the Digital Computer Laboratory supported by Division 6. A Division 6 extraordinary expenditure account will be established to which activities of the Building 10 program can be charged. The Lincoln Laboratory will be able to lend office equipment and test equipment to the Building 10 program, but the procedure to be followed for obtaining materials is still uncertain. Paul Cusick plans to discuss the Building 10 program with Gordon S. Brown or C. E. Tucker. Paul Cusick will see J. W. Forrester after he talks to Gordon Brown. D. R. Brown will check with J. W. Forrester after that.

A strong effort will be required to see that Research Assistants in Building 10 have adequate technical supervision. D. R. Brown will see that adequate supervision is provided and will arrange for Building 10 Research Assistants to visit the Lincoln Laboratory approximately once each week.

The MIT administration is anxious that DDL staff members do not work on the MIT campus.

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3. Recruiting

F. C. Ryder has outlined a recruiting program which includes the following:

1. F. C. Ryder will contact Division 6 staff members who are of high enough caliber that we would like to have more men like them. He will get from these staff members names of candidates who can be contacted.
2. A notice stating Division 6 needs will be placed in the Biweekly Report.
3. Some colleges will be visited this summer, probably by F. C. Ryder and one of our technical staff members.
4. Advertisements will be placed in journals.
5. A more complete, up-to-date brochure will be prepared.

Signed

*David R. Brown*  
David R. Brown  
Secretary

DRB/jk

cc: A. P. Kromer  
W. K. Inwill