Memorandum 6L-238

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

Subject: Group Leaders’ Meeting - January 16, 1956

To: Group Leaders and Associate Group Leaders

From: C. W. Parr

Date: January 17, 1956


Agenda:
1. New Staff Salary Rates
2. Division 6 Personnel and Space
3. QPR
4. Section Leader Appointments
5. CFAR

1. New Staff Salary Rates

Proctor announced new hiring rates as follows:

- B.S. Degree: $375-420-450 ($20-30/yr. for experience)
- M.S. Degree: $430-470-500 ($25-35/yr.)
- Ph.D. Degree: $580-630 ($50/yr.)

In the case of recruits to whom an offer is outstanding, an adjustment has been made, and the recruit is being advised by the Personnel Office.

Papian requested Proctor to give special attention to prompt communication of the new rate to George Davis.

Taylor pointed out the narrow spread between present starting
rates and the actual rates of present staff members with M. S. Degrees and three to four years of experience. Forrester and Everett suggested that any protests be answered on the basis that "we cannot fix everything at once."

2. Division 6 Personnel and Space

Proctor reviewed the Division 6 roster of personnel as of Thursday, January 12, totaling 503 employees and 3 outstanding offers.

Everett pointed out that according to ground rules, Division 6 employees plus outstanding offers must remain within 105 per cent of 509 (i.e., 534).

Proctor advised that he has reviewed requisitions in the Personnel Office and canceled outstanding requisitions except as contained in his January 12 listing. In the ensuing discussion, Forrester requested that any personnel transfers involving transfers of quotas between Divisions be arranged through him. Forrester authorized Proctor to process requisitions for replacements, but pointed out that requisitions for additional personnel should be presented to Proctor for study and should subsequently be presented in a Group Leaders' meeting prior to approval. Forrester also asked Proctor to arrange to be on the lookout for outstanding recruits for replacement, he said this means we probably should place a "standing requisition" for "one of each kind" of people that we need. Forrester also proposed that we deliberately save approximately 10 spaces (out of 534) for emergency. Our recruiting also needs to be programmed to take optimum advantage of the spring recruiting season which is coming up.

It was pointed out that in the above terminology, a replacement for Vinal will be considered a new man rather than a replacement, since Vinal was not enumerated in the January 12 count.

Proctor will prepare a final personnel list as of January 12 for reference.

Forrester discussed the ground rules for replacing, pointing out that we are not rigidly obligated to replace a staff man with another staff man and a technician with another technician provided we remain within the numerical limits; the Director's Office has requested the Personnel Office to report any significant trends in staff/nonstaff ratio; naturally, our hiring of replacements must be guided by sound judgment.

Proctor said that we must re-assess the secretarial situation as soon as the space assignments related to the Division 6 reorganization are completed.

Wednesday, January 18, was established for the target date for completion of the detailed personnel and responsibility breakdown.
3. QPR

Israel inquired about present schedules and plans for QPR preparation. Hazel is assembling the QPR for the period ending August 31 from reports prepared in the various groups; starting with the QPR for the period ending November 30, Hazel will attempt to prepare the QPR from outlines supplied by the various groups.

4. Section Leader Appointments

Rich inquired about the procedure for approval of appointment of Section Chiefs. Forrester advised that decisions concerning Section Chief appointments during the current reorganization should be made by Dodd, Taylor, and Jacobs; however, he requested that decisions be made at one time for the entire Division.

Announcement was made that the Director’s Office has approved the transfer of A. P. Hill from nonstaff to staff contingent upon DDL approval; Jacobs was authorized to advise Hill.

5. CFAR

Brown reported briefly on the status of the Constant False Alarm Rate system for long-range radars developed by Mealing and others. Reviewed with the SAGE Improvement Committee January 13, decision was reached not to proceed with the development of this system. The problem needs discussion with Harrington, who was away January 13; a broader scope study of the problem in Division 4 is projected.