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Memorandum 6L-183

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

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SUBJECT: GROUP LEADERS' MEETING, January 31, 1955

To: Group Leaders

From: David R. Brown

Date: February 1, 1955

Present: J. W. Forrester, D. R. Brown, S. H. Dodd, R. R. Everett,  
 A. P. Kromer, J. C. Proctor, N. H. Taylor, and C. R. Wieser

Agenda: 1. Distribution of Minutes of SAGE Meetings  
 2. Building F  
 3. Employees Handbook  
 4. Research Assistants

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Auth: <u>DDJ</u>
By: <u>RE</u>
Date: <u>3-15-66</u>

### 1. Distribution of Minutes of SAGE Meetings

Minutes of the regular Monday SAGE System Meetings should not be sent to ADES or IBM. Any information discussed at these meetings which should be sent to ADES or IBM should be incorporated in a memorandum for that purpose.

### 2. Building F

Problems associated with Building F are to be discussed at the Lincoln Laboratory Steering Committee Meeting on the afternoon of January 31. Problems have arisen with respect to personnel and space.

A satisfactory solution to the jurisdictional dispute involving the contractors union is being obtained. Additional problems are anticipated with respect to IBM personnel working in Building F. Some technicians hired by MIT for work with XD-1 may be hired by IBM. Any MIT employee who wants to work for IBM will be given the opportunity to apply.

A severe space problem is created by the additional personnel for IBM, ADES, the Air Force, and Group 6L. J. W. Forrester will discuss specific space requirements with those concerned before the Steering Committee Meeting.

### 3. Employees Handbook

A new employees handbook recommended at the Group Leaders' Meeting on November 8, 1954, has not yet been prepared.

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4. Research Assistants

Plans are being discussed for better integration of Research Assistants in the Lincoln Laboratory program. Summer work in Lexington and work in Lexington during the academic term have been proposed. Group 63 has six Research Assistants in Building 10 and is making plans for their more effective use.

Signed

*David R. Brown*

David R. Brown  
Secretary

DJB/jg

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

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