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Memorandum L-38

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Digital Computer Laboratory
Massachusetts Institute of Technology
Cambridge, Massachusetts

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Auth: <u>DD254</u>	
By: <u>KRE</u>	
Date: <u>3-15-60</u>	

SUBJECT: GROUP LEADERS' MEETING, April 15, 1952

To: Group Leaders
From: David R. Brown
Date: April 14, 1952

Attending: J. W. Forrester, C. W. Adams, D. R. Brown, S. H. Dodd,
R. H. Everett, H. Fahnstock, K. H. Taylor, C. R. Wieser,
P. Youtz, J. C. Proctor

- Agenda:
1. Whittemore Space
 2. Block Diagram Meetings
 3. Barta Space
 4. Lincoln Finance
 5. Magnetic Drums
 6. Recruiting

Wieser called attention to an error in the minutes of the last meeting. In Memorandum L-37 the third line in paragraph five on page 4 should read, ". . .in May 1952."

1. Whittemore Space

The basis for the discussion on Whittemore space was Fahnstock's inter-office correspondence on this subject. Fahnstock pointed out that Wieser will require more than one floor in one building and the question is one of finding more space for Wieser.

Everett asked if Wieser could be given all of the fourth floor and the drafting room be put elsewhere.

After some discussion, the following arrangement was accepted: Storage and shops will occupy the basement of Buildings 2 and 3, purchasing and stock the first floor of Building 2, drafting the first floor of Building 3, production control and standards will be on the first floor between Buildings 2 and 3. Groups 62 and 63 will occupy the second and third floors of Building 2 and 3. Group 61 will have the fourth floor of Buildings 2 and 3.

Proctor pointed out that we will have a conference room with an area of 430 square feet on the third floor of Building 2 which will hold about 70 people. The possibility of getting a larger conference room was discussed but it appears that the present plan may be adequate. We will proceed with the present plan. The schedule of moves is now modified.

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The drafting room will move to the first floor as soon as possible. Grant's and Nickerson's shops will stay where they are until June or July. They will need more space before that time, necessitating the removal of some desks from the second floor of Building 2. The telephone situation may be bad for sometime. The proposed final system will not be installed in the foreseeable future. The elevator should be available soon, perhaps this week.

2: Block Diagram Meetings

Brown asked Forrester if he thought attendance at the Block Diagram Meetings was satisfactory.

Forrester replied that he thought so. He added that R. L. Walquist's talk at the WWII meeting was very good and he hoped that more talks of this sort will be presented.

Taylor asked if Walquist or someone like him from Wieser's group could attend the Block Diagram Meetings.

Forrester replied that this should be done as soon as possible. In three to five weeks, it will be mandatory.

3. Barta Space

Forrester asked Adams if he had any problems to present.

Adams replied that the most pressing problem was that of space. Small private offices where staff members could think in quiet would be very beneficial.

Forrester commented that Adams will also need space for discussing problems with visitors.

Taylor volunteered that the five-digit multiply room might be available.

4. Lincoln Finance

Forrester then stated that a \$4,000,000 installment from the Air Force is imminent and consequently the purchasing freeze will not be reapplied. Fiscal 1953 is still an unsolved problem.

5. Magnetic Drums

Everett asked if we should plan on using magnetic drums with ERA specifications for WWII. Other labs have developed magnetic-drum systems.

Forrester replied that we were not committed to drums for WWII. This is a subject for study in the Block Diagram Meetings. Probably it is too early to think specifically about drum characteristics.

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Brown commented that we should keep up with new developments since they might alter our block diagram thinking.

Wieser stated that we might send someone to Southern California to find out about the North American and Hughes drums.

6. Recruiting

Dodd then asked if we had adequately considered Brown's proposal on other ways to speed up the program.

Taylor replied that he thought we needed more people in the supporting organization. He has asked Nelson to look for people for work in production control.

Fahnestock commented that we have 25 open requisitions for non-staff. Draftsmen and secretaries are very hard to get.

Forrester commented that we should keep the recruiting program going full speed and become more selective if we find that the need for staff becomes less acute.

Taylor stated that production control and subcontract control are very important; and we will need some good men to work in this phase of the program.

Dodd stated that his work on the time schedule had indicated that C. W. Watt's work will be a bottleneck.

Taylor asked if we could mention WWII production control in an interview.

Forrester replied that we could. Do we know of any one who would be suitable for the job?

Youtz stated that men in production control usually get more money than ordinary engineers.

Forrester commented that the production control job will probably be of sufficient magnitude to necessitate setting up a separate department for subcontract control.

Taylor stated that he will write up a description of the type of man we want for production control.

Forrester replied that we need to find a man who is promising and develop him so that he will be able to do the job three or four years from now.

Taylor stated that we will need a good mechanical designer very soon.

Signed

David R. Brown
David H. Brown
Secretary

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