

~~CONFIDENTIAL~~

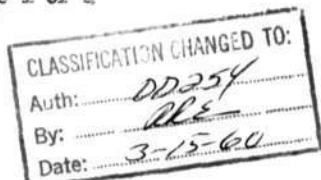
UNCLASSIFIED

Copy No. 1 of 20 copies

Page 1 of 4

Memorandum L-138

Division 6 - Lincoln Laboratory
Massachusetts Institute of Technology
Cambridge 39, Massachusetts



SUBJECT: GROUP LEADERS' MEETING, January 25, 1954

To: Group Leaders

From: David R. Brown

Date: January 26, 1954

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

- Agenda:
1. MIT-IBM Concurrence Procedure
 2. IBM Budget
 3. ADES and IBM
 4. IBM Visit on January 28
 5. Charactron Development at Convair
 6. Organization of the Division 6 Standards Group
 7. Obsolete Prints
 8. Courses for Staff Members in Lexington
 9. Recruiting
 10. Revised Estimates for Budget in Fiscal 1955
 11. Technical Advisory Committee Visit on January 27
 12. Cleared Visitors Without Appointments
 13. The 44-hour Week
 14. Handling Classified Material
 15. Procedure for Inviting Guests to Seminars
 16. Travel by Chartered Aircraft
 17. Development of Magnetic-Core Circuits
 18. Reorganization of the Joint Computer Conference Committee

1. MIT-IBM Concurrence Procedure

The concurrence procedure previously prepared and agreed to by J. Jacobs and R. Crago has been revised by IBM and a counter-proposal submitted to MIT. This counter-proposal allows IBM greater authority for approval of parts of the FSQ-7 design. Preparation of the counter-proposal has received great attention at IBM, indicating IBM is very concerned by the concurrence procedure. Forrester, Everett, Dodd, Taylor and J. Jacobs will review the counter-proposal on January 25. R. Crago and C. Lynch will discuss the counter-proposal with Forrester on January 26.

UNCLASSIFIED

~~CONFIDENTIAL~~

SECURITY INFORMATION

~~CONFIDENTIAL~~
UNCLASSIFIED

Memorandum L-138

Page 2 of 4

2. IBM Budget

The budget for XD-1 and XD-2 prepared by MIT is being used by IBM to establish the upper limit for the allowable cost of different parts of the machine. Revisions in some parts of the machine, particularly in the display, conflict with this inflexible interpretation of the budget. A cost planning session is needed, followed by continuous attention to realistic cost planning.

3. ADES and IBM

ADES has proposed that the IBM program be assigned to it as a sub-contract. This proposal is being discussed in the Pentagon. At the present time, IBM is reluctant to discuss time schedules with ADES.

4. IBM Visit on January 28

IBM top management will visit the Laboratory on January 28. The program for the full-day meeting is being arranged by the Lincoln Laboratory Director's office.

5. Charactron Development at Convair

IBM is working with Mr. G. L. Gerlack, Manager of the Charactron development program, to write a contract for Charactron development at Convair. The cost will be approximately \$500,000. The total cost of the display system must be reevaluated.

6. Organization of the Division 6 Standards Group

At the present time, C. Watt, Chairman of the Division 6 Standards Group, is a member of Group 62, whereas most of the members of the Standards Group are in Group 60. Although this arrangement has resulted in some confusion, it will not be changed at the present time.

C. Watt is also Chairman of the Lincoln Laboratory Standards Group. Forrester would prefer that this group remain small, with coordination and issuance of standards as its principal functions. Component tests and evaluation should be conducted by the Divisions themselves rather than by the Central Standards Group.

7. Obsolete Prints

The Print Room now has 32 file-cabinet drawers of marked-up prints which have been prepared in connection with drawing changes. These prints have accumulated during the last seven years. They will be set aside and, if not used during the next year, will be destroyed.

~~CONFIDENTIAL~~

SECURITY INFORMATION

~~CONFIDENTIAL~~

UNCLASSIFIED Page 3 of 4

Memorandum L-138

8. Courses for Staff Members in Lexington

The present policy which encourages DDL staff members to take courses will not be changed. The importance of the work in Lexington, the inconvenience of travel to Cambridge, and the special tuition rates will seriously limit the number of staff members in Lexington who are able to take courses at the Institute. An attempt will be made to arrange for the presentation of courses in Lexington.

9. Recruiting

A unified program is being set up for Lincoln Laboratory recruiting. Trips are being planned to universities and colleges to interview June graduates. A competent technical man will accompany the personnel representative on these trips. Requirements for Group 61 should receive particular attention. Wieser should discuss these requirements with the recruiting teams.

10. Revised Estimates for Budget in Fiscal 1955

Forrester requires a preliminary draft of the fiscal 1955 budget for Division 6 by February 1.

11. Technical Advisory Committee Visit on January 27

The Lincoln Laboratory Technical Advisory Committee will meet on January 27 to consider semiconductor research in the Lincoln Laboratory.

12. Cleared Visitors Without Appointments

An extended clearance does not necessarily permit visitors to appear without appointments to discuss aspects of the Lincoln Laboratory Program. In addition to his military clearance, a visitor must clearly establish his need to know. The clearance by itself does not constitute an invitation to discussion.

13. The 44-hour Week

The MIT Employees Union is now demanding a 44-hour week in Division 6.

14. Handling Classified Material

Recent difficulties in locating classified material in Group 61 have emphasized the importance of careful handling of classified documents. Secretaries should be thoroughly familiar with the use of the

UNCLASSIFIED

~~CONFIDENTIAL~~

SECURITY INFORMATION

~~CONFIDENTIAL~~

UNCLASSIFIED Page 4 of 4

Memorandum L-138

classified document log and the use of receipt forms. Conscientious attention to the log book and the receipt forms is required of all persons handling classified material.

15. Procedure for Inviting Guests to Seminars

Military officers attached to Group 61 have indicated a desire to attend some Lincoln Laboratory Seminars. In this case, and in similar cases, arrangements can be made by informing Proctor of the weeks when attendance is desired. Technicians can be invited to the Seminars on the same basis.

16. Travel by Chartered Aircraft

A chartered air line was used recently for the first time for travel between Poughkeepsie and Boston. The service is good and may be used in the future. Arrangements will be made with a local chartered service for travel from Boston to Poughkeepsie. No pressure should be exerted on any staff member for him to use this service if he prefers to go by train or car. In addition, no more than seven staff members should travel on the same airplane and a group of key staff should not travel together.

17. Development of Magnetic-Core Circuits

During the past year or two, the pressure of the FSQ-7 program has prevented any basic developments in techniques for using magnetic cores in digital computer circuitry, except in the memory. The memory of FSQ-7 represents an advanced state of design over the rest of the machine. The possibility of improving performance and reliability by use of magnetic cores appears excellent. A small group should be assigned this task without the pressure of the FSQ-7 program. IBM may undertake a similar program in the Watson Laboratories.

18. Reorganization of the Joint Computer Conference Committee

The Joint Computer Conference Committee is to be split into an East Coast and a West Coast Group with a co-chairman for each group. C. W. Adams is to be Chairman of the East Coast Group with M. Astrahan as Secretary. The next Joint Computer Conference will be held in Philadelphia.

Signed

David R. Brown

David R. Brown
Secretary

DRE/jk

UNCLASSIFIED

~~CONFIDENTIAL~~

SECURITY INFORMATION