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Jay W. Forrester

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Memorandum 6L-228

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

CLASSIFICATION CHANGED TO:
A th: DD-254
By: R.R.E.
Date: 9-15-60

SUBJECT: GROUP LEADERS' MEETING - November 21, 1955

To: Group Leaders and Associate Group Leaders

From: C. W. Farr

Date: December 15, 1955

Present: R. R. Everett, J. A. Arnow, D. R. Brown, S. H. Dodd, C. W. Farr,
D. R. Izrael, J. F. Jacobs, B. E. Morriss, Jr., J. A. O'Brien,
W. H. Papian, J. C. Proctor, E. S. Rich, H. N. Taylor, P. Youtz

- Agenda:
1. Civil Defense Tests
 2. Committee A
 3. Secretaries
 4. Kingston Visit
 5. Space
 6. Salary Review
 7. ESS Shakedown
 8. Weapons Integration
 9. Programming Schedules
 10. LFO Report
 11. Future Lincoln Problem

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1. Civil Defense Tests

Proctor reported an MIT Civil Defense communication to Fitzpatrick concerning a plan for a future practice evacuation which will probably include Lincoln and involve a temporary electric power shutdown.

2. Committee A

Papian reported on Committee A discussions pointing out that recommendations for promotion from non-staff are now assigned to a committee composed of Holloway, Valley, and Fahnestock. The case of Arthur Hill is before this committee. The case of Lloyd Sanford is being pursued by Proctor.

Papian pointed out that the present Lincoln motor pool provides enough drivers that staff members need not be bashful about asking for a chauffeured car when needed for short runs.

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3. Secretaries

Morris inquired what action is necessary to obtain action in recruiting secretaries where requisitions in the Personnel Office are not being filled.

Proctor reported that Division 6 has outstanding requisitions for eight-ten secretaries in the Personnel Office. Everett pointed out that Division 6 should look to Group 60 who is responsible for obtaining needed personnel through the Personnel Office.

Everett said that this problem is definitely within the province of Committee A's responsibility and urged Papian to keep it before the committee.

Incidental to this discussion, Everett spoke of the 2,100 numerical ceiling which Cochrane and Holloway are establishing for Lincoln Laboratory; (a person employed more than half time counts as one; less than half time counts as 0; a summer employee counts as 0). He said Holloway plans to discuss Divisional ceilings with Division Heads; Group ceilings are a Divisional problem; ground rules will probably permit making offers 5 per cent in excess of established ceilings.

4. Kingston Visit

O'Brien reviewed the visit of IBM-Kingston reporters and photographers to Lexington during the preceding week. This publicity is aimed at rectification of some of the misunderstandings which arose in connection with recent IBM suggestion-plan bonus story involving work originating at Lincoln.

5. Space

Proctor reported on the status of Lincoln moves involving Division 6 stockrooms and Division 2 personnel. Division 2 Headquarters has been re-shuffled; the central stockroom moved 11/19; other moves involving groups 22, 23, and 61 will follow.

6. Salary Review

Papian raised the question of salary review and spoke in favor of recognizing Section Leader promotions. Proctor agreed to furnish names of persons promoted, and number of people reporting to each.

Brown pointed out that Section Chiefs in Division 3 are titled Assistant Group Leaders.

Everett said that Committee B would meet November 23; he had requested that the January salary review be on the agenda at which time he would explore the Section Leader promotion problem.

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7. ESS Shakedown

Israel announced that a job inventory of the ESS shakedown task is being prepared with an explanation of each job and how it ties into the problem; the inventory preparation will take a couple of weeks.

8. Weapons Integration

Israel said a survey was started last week to develop the programming load represented by new weapons systems.

A meeting with Col. Lee has shown the need for definition of responsibilities and problems. Jacobs asked for a policy decision concerning overlapping responsibilities of Rand, ADC, ARDC, APG, and Lincoln; this discussion will be continued at a meeting at 4 p.m. November 21 which Taylor will join.

Jeffery of Group 61 has been assigned to coordinate the investigation of new weapons; the task is estimated equivalent to three or four people for a month.

9. Programming Schedules

Everett inquired about Group 61's schedules. Jacobs announced a program of schedule study which, in the current week, will estimate realistically what can be accomplished by April 15; next week's program will cover the April 15-October 15 period; week after next the McGuire schedule will be reviewed.

Dodd asked Jacobs to release this information by TIR.

Jacobs pointed out that certain delays have resulted from late arrival of some of the programmer recruits on which early schedules were based.

10. IPO Report

Jacobs stated that the IPO has prepared a document to support fund requests for next year and requested Lincoln approvals; the report contains errors relating to the 1953 - 1954 Cape Cod System; also definitions of present plans are not in accord with those Lincoln is using. Jacobs said Nicholson brought the report around and Overhage was aware of the discrepancies.

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11. Future Lincoln Problem

Jacobs proposed establishment of a separate group, responsible for study of the weapons integration problem to start immediately listing the jobs and outlining their scope as well as suggesting which tasks Lincoln should accept.

Dodd asked for a longer-range program of the future of Lincoln pointing out that some day Lincoln participation in SAGE will diminish although its participation in continental air defense will probably continue beyond SAGE.

Everett pointed out that Lincoln will probably not be asked to take part in the data reduction part of reconnaissance. Taylor said the BOMARC visit showed how a study of one facet of air defense leads to other phases of defense and offense. He observed that consideration of the future program must be made on a Lincoln-wide approach rather than on a Divisional basis and suggested that the SAGE Improvement Committee might assist.

C. W. Farr

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Secretary

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