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Memorandum L-40

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Digital Computer Laboratory
Massachusetts Institute of Technology
Cambridge, Massachusetts

CLASSIFIED BY: [redacted] DATE: [redacted]
DD254
By: RRE
Date: 3-15-60

SUBJECT: GROUP LEADERS' MEETING, April 28, 1952

To: Group Leaders

From: David K. Brown

Date: April 30, 1952

Attending: D. K. Brown, C. W. Adams, S. H. Dodd, C. R. Weiser,
W. H. Taylor, P. Youtz, E. Fahnestock and J. Ulman

- Agenda: 1. New Staff
2. Project Lincoln Progress Report

1. New Staff

Taylor began the discussion by asking how many lectures should be in the indoctrination series.

Weiser asked if the series should be in common with that for his group.

Taylor replied that he thought that many lectures might be in common, but that his men need to know more detail; for example, all of the steps in executing a clear-and-add operation.

Weiser replied that a common portion of the program might be prepared.

Taylor stated that about 12 new staff are arriving between May 30 and July 1.

Brown remarked that he has at least two coming at that time.

Taylor stated that he is now turning down marginal people, but needs to hire about 15 more.

Dodd asked if a schedule of lectures for the indoctrination program were being prepared at the present time.

Taylor replied that K. Hayer and W. Attridge had prepared a proposal of indoctrination lectures.

Dodd asked if we could have two cycles of indoctrination

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lectures--one long cycle and one short cycle.

Youtz asked if Adams has any lecture notes which would be suitable.

Adams replied that things change very fast. He may have some material for the summer program which would be available in time for the indoctrination program.

Taylor stated that R-127 is good introductory material--R-130 is perhaps too long.

Weiser remarked that we cannot get copies of R-127 or R-130 and asked if we could have more copies made.

Taylor stated that we should get several hundred copies of R-127. This should be started immediately.

Taylor also remarked that even with Mayer and Attridge working on indoctrination, the full-time effort of some one man is required.

Weiser suggested that since new people can to some extent answer each others' questions, they might all be put in one room together.

Taylor suggested the new conference room on the third floor of Building 2. If this could be ready by May 15, such a procedure would be possible.

Dodd remarked that Margaret Mann would be a good teacher to spend some time with new staff. However, she is doing an important job on trouble location for the Systems Group right now and it would be unfortunate to remove her from that now that she is just getting started.

Taylor commented that the space in the Whittemore Building is now a serious problem. Our staff is seriously cramped and work is handicapped.

Brown stated that we are offending some of our good men by poor treatment and are liable to lose them. Briggs and McCusker are receiving particularly bad treatment in being forced to have their desks in very distracting and cramped locations. In one small area about the size of Forrester's office, we now have four staff and one technician with desks, benches, and several test-equipment setups. Three of the benches in this area do not have power.

Fahnestock stated that the drafting room will be moved and more space made available this week.

Taylor stated that Mayer and Attridge are preparing a proposal

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for the Indoctrination Program. Their present proposal has about twenty lectures and will last approximately forty days. All new staff will be placed in the new conference room. Mann, Mayer or Attridge will be present to answer questions from the new staff and to coach them on their homework. By next week, a definite proposal will be available.

Taylor also remarked that new staff should be given an opportunity to observe, and preferably to operate, the WWI Computer.

Weiser stated that the proposed indoctrination program includes operation of WWI Computer as homework.

Ulman remarked that R-127 can be duplicated. We still have the negatives. R. Rathbone thinks some changes should be made to bring the text up to date. However, we could get a hundred copies in a week or so if no revisions are made. Revisions would greatly complicate the reproduction. We would have to make a new cover but should not make any revisions.

Fahnestock remarked that he will check with Everett and then go ahead.

Adams remarked that a brief explanation as to how R-127 differs from WWI would be very easy to arrange.

2. Project Lincoln Progress Report

Ulman stated that he is working on a memo requesting copy for the Lincoln Report. The deadline will be less flexible than it has been for Whirlwind Summary Reports. This is our first Lincoln Report. It will include historical information and trace the development of each group from the beginning.

Taylor asked if the material should be the same sort that has been prepared for our own Summary Reports.

Ulman replied that this was true except that it would have to include more background information.

Fahnestock suggested that Ulman find out from Joyce Harman in Project Lincoln what is desired.

Ulman remarked that we have a copy of a previous Lincoln Progress Report. The classification is Secret. Copy for the Project Lincoln Progress Report should be factual. The deadline is May 15.

Signed

*David R. Brown*David R. Brown
Secretary

DHB/jk

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