

*Cordeman* *dr*

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Memorandum 61-252

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

CLASSIFICATION CHANGED TO:  
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Subject: Group Leaders' Meeting - April 9, 1956  
To: Group Leaders and Associate Group Leaders  
From: C. W. Farr  
Date: April 12, 1956

Present: J. W. Forrester, R. R. Everett, J. A. Arnow  
H. D. Benington, D. R. Brown, W. J. Canty  
S. H. Dodd, R. S. Fallows, C. W. Farr, D. R. Israel  
K. E. McVicar, B. E. Morriss, Jr., J. A. O'Brien  
W. N. Papian, E. S. Rich, C. A. Zrakst

- Agenda:
1. Academic Personnel
  2. Nike Visit
  3. Assistant Section Leader Appointment
  4. Status of TX-O
  5. Attendance at IBM Meeting - Kingston
  6. Murphy Move
  7. Salary Review
  8. Personnel Requisitions
  9. BISMALC
  10. ESS Schedule
  11. 48 Hour Work Week
  12. Visitors to XD-1
  13. Partitions

1. Academic Personnel

Farr inquired concerning prospective summer employment of MIT faculty personnel at Lincoln. Lincoln Personnel Office has advised that salary arrangements for such personnel would be less favorable than formerly and suggested that we make appeal if we contemplate any such employment.

We uncovered no knowledge of contemplated MIT faculty employment at Lincoln during the coming summer.

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The question was raised concerning Research Assistants; after the meeting Farr determined from Lincoln Personnel Office that the change in salary rules does not affect Research Assistants.

2. Nike Visit

Arrangements were made for Betty Hatch to receive calls from members of the meeting interested in the Nike trip scheduled for Thursday, April 12, 1 p.m.

3. Assistant Section Leader Appointment

Brown requested approval for appointment of Gurley to position of Assistant Section Leader under Olsen.

General discussion ensued concerning the granting of titles to Staff Personnel below the level of Section Leaders. The principal advantage is the encouragement of the individual; disadvantages arise when changing responsibilities raise the question of removing the title; promotions (Section Leader and above) normally warrant salary increases; problems have already arisen where Section Leaders have subsequently been given nonsupervisory technical assignments and have retained the title.

Everett suggested examination of cases such as Daggett, Anderson, May, Buzzard, Best and Meisling.

Forrester expressed concern because of a growing feeling that people cannot progress in technical assignments alone but must obtain administrative responsibilities.

The question was tabled.

5. Attendance At IBM Meeting - Kingston

Morris collected names of persons scheduled to attend the Lincoln - IBM Coordination Meeting in Kingston, April 17.

6. Murphy Move

Forrester had scheduled a meeting with Jacobs to study the problem.

7. Salary Review

Dodd inquired concerning status of salary review. Forrester advised that the review was essentially complete pending review by Forrester and Everett.

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Israel inquired concerning the results of the experimental Performance Rating. A general feeling was expressed that the Performance Rating was worthwhile but work needs to be done reviewing results of the first attempt; Forrester suggested that such review await Taylor's return. Everett pointed out the need for recognition in the rating of a difference between technical and administrative assignments.

Dodd emphasized the need for use of the rating sheets by Group Leaders in planning their counseling sessions with Staff Members at the time that salary increases are announced.

8. Personnel Requisitions

O'Brien will submit requisitions for replacement of McCusker and Watt.

9. BISMAC

O'Brien summarized trip to RCA, Camden, where he was shown a second BISMAC unit which is nearly assembled.

10. ESS Schedule

Rich commented on the ESS schedules first issued a month ago and reviewed last week. Difficulties interpreting detailed progress on the summary schedule have led to apparent schedule slippage which Rich feels is not critical. The schedule has served to focus attention on critical areas and to clarify the inter-divisional coordination of work. Arnow reported improved programming performance in Group 67 during the last month in spite of lost time due to snowstorms. Committee 236 has met several times to study specifically the scheduling problem. Forrester asked Everett and Dodd to give particular attention to clarifying the status of work progress. Everett stated that Committee 236 has brought the schedule postings into focus, is investigating backup schedules, and expects by the end of the month to be in position to evaluate ESS progress in relation to significant schedule dates.

11. 48 Hour Work Week

Israel inquired concerning the 48 hour week. Arnow advised that Group 67 needs a 48 hour week for a six month period, with privilege of scheduling a six day week as needed, Section by Section; Israel advised that Group 61 needs a 48 hour week for its entire Group. Everett will take action.

12. Visits to XD-1

Ganty inquired policy concerning admittance of visitors from Hycon Eastern which last week requested permission to visit XD-1 and

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TX-0 on a "red badge" basis.

Forrester recommended admittance only with clearance and military approval since the visit appears to be motivated by the visitors' interests rather than by Lincolns'.

13. Partitions

Canty called attention to the new acoustic partitions installed in D-232. Objections include obstruction of lighting, claustrophobia and the annoying optical affects of the perforated walls. Similar partitions are in use at Murphy according to Zrakst. Everett stated that metal partitions have been ordered for miscellaneous needs at Lincoln. Forrester advised that requests for partitions need to be formalized by requisition. Members of the group visited D-232 after the meeting.

CWF:ssm

*C. W. Farr*

C. W. Farr, Secretary

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