Memorandum 6L-358

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

Subject: Group Leaders' Meeting - 8 September 1958

To: Group Leaders and Associate Group Leaders

From: C. W. Farr

Date: 11 September 1958


Agenda:
1. MITRE
2. SAGE Symposium
3. Trip
4. Section Leader

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1. MITRE

Everett discussed the MITRE Corporation with the Group Leaders in terms of general organization and responsibility. Proctor has been designated to confer with O'Donnell and develop proposals for providing necessary services; Farr has been designated to confer with ADSID in the development of a master space plan.

Everett further discussed drafts of the MITRE health plan, insurance plan, and pension plan. He indicated that a draft of personnel policies has been received which needed revision before distribution for Group Leader comment.

Group Leaders raised the question of compatibility of benefits under Blue Cross and Blue Shield and the MIT Major Illness plan vs. the Equitable Insurance Company Plan proposed for MITRE.

It was suggested that the insurance plan be amended to provide at least $10,000 insurance coverage to each exempt employee regardless of salary level.

 Retirement plan discussion emphasized the advantages of the common stock option and the accelerated contribution provision. Everett indicated that arrangements for transfer of equity in the M.I.T. Pension Plan were under discussion.

2. SAGE Symposium

Farr inquired about the status of arrangements for the SAGE symposium planned for October 7, 8, and 9.

Jacobs requested Brown to confer with Hill and make detailed arrangements for participation by SDC and others.

3. Trip

Everett requested Corderman to defer this item due to shortness of time.

Provision must certainly be made that MITRE employees receive interim protection and are not subjected to loss of coverage during a waiting period.

Everett requested Proctor to make a comparison between the redraft health plan and the MIT plan; Group Leaders were requested to submit comments to Proctor this week.

Group Leaders were requested to forward comments to Proctor by Wednesday, 10 September for decision by the end of the week.
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4. Section Leader

McVicar proposed appointment of Shay as Section Leader vice Jeffery who will work with Shoolman on another assignment.

ACTION

Appointment was approved.

SIGNED

C. W. Farr

CWF/icc