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Memorandum 6L-358

Page 1 of 3

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

Present: R. R. Everett, J. F. Jacobs, W. S. Attridge, D. R. Brown, C. L. Corderman,
N. L. Daggett, R. S. Fallows, C. W. Farr, J. B. Goodenough, C. C. Grandy,
D. R. Israel, K. E. McVicar, J. A. O'Brien, W. N. Papian, J. C. Proctor,
and E. S. Rich.

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

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Memorandum 6L-358

Page 2

ACTION

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 requested Proctor to obtain an up-to-date ADSID organization chart and distribute copies to Group Leaders.

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.

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

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.

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.

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.

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

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.

Memorandum 6L-358

Page 3

ACTION

4. Section Leader

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

Appointment was approved.

SIGNED

C. W. Farr

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CWF/lcc