

J. F. Jacobs

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Memorandum 6L-306

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

CLASSIFICATION CHANGED TO:
Auth: DD-253
By: R.R.F.
Date: 3-5-60

Subject: Group Leaders' Meeting - 27 May 1957

To: Group Leaders and Associate Group Leaders

From: C. W. Farr

Date: 28 May 1957

Present: R. R. Everett, N. H. Taylor, D. R. Brown,
W. J. Canty, C. L. Corderman, N. L. Daggett,
R. S. Fallows, C. W. Farr, D. R. Israel,
J. F. Jacobs, B. E. Morriss, J. A. O'Brien,
W. N. Papian, J. C. Proctor, E. S. Rich,
and C. A. Zraket

Agenda:

1. IBM ECPX's
2. Organization Change -- Group 66
3. Group 63 Unclassified QPR's
4. Group 68 - D. C. O.
5. Salary Review
6. Declassification Procedures
7. Papers for EJCC
8. Lincoln-RAND Coordination

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1. IBM ECPX's

Fallows requested guidance in handling ECPX proposals indicating that proposals are now being received through 2 channels; (a) directly via letter from Heckel and, (b) from Rome via LPO.

Everett indicated several Lincoln responsibilities:

- A. Avoid duplication of effort (not difficult as long as Lincoln keeps posted concerning IBM program and is in position to assure AF).
- B. Furnish leadership for AF and IBM in those areas in which Lincoln has a definite interest and conviction.
- C. Avoid obstructing IBM in those areas in which Lincoln is not in the position to furnish leadership.

2. Organization Change -- Group 66

Morriss announced that Croke has been established as senior staff member at Kingston with the expectation of relieving McVicar for return to Lexington.

3. Group 63 Unclassified QPR's

Papian proposed the issue of Group 63 QPR material in a separately bound unclassified report, thereby permitting wider distribution.

Inquiry was made concerning status of QPR issues. Farr advised September, October, November QPR is pending Everett's approval -- December, January, February QPR is scheduled for Division approval in about 2 weeks. Recent addition of Grover to editorial staff should help us to stay on schedule.

Everett called a meeting for 1:00 p.m., May 31 to be attended by Everett, Taylor, Jacobs, and interested persons from Groups 62, 63, and 68.

Everett approved the binding of Group 63 QPR's in the form of a "preprint" -- he requested Papian to work out procedure with Group 3.

Discussion of bi-weekly reports concluded with the decision that all groups except 60 and 65 would write biweekly technical reports and circulate copies to

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3. Group 63 Unclassified QPR's (Continued):

other Division 6 Group Leaders. Discussion of CROSSTALK brought out the fact that it is a communication vehicle for Division 6 Staff readership. A vote was taken 8 to 3 in favor of continuing CROSS-TALK in approximately its present form.

(Farr discussed with Hazel after the meeting.)

4. Group 68 - D.C.O.

Brown announced the transfer of the Design Control Office into Group 68 stating that this assimilation was contemplated at the time Group 68 was formed. Personnel except Crane, Gerhardt, and Fencer will be transferred with the function to Group 68. Division of responsibility between 62 and 68 was discussed -- D.C.O. functions except activity relating exclusively to ESS will be transferred to Group 68.

5. Salary Review

Everett reported on presentation of salary review recommendations to Steering Committee.

At this point Everett also reported discussion with Fitzpatrick concerning the need for programmers for the 704 and the data reduction load of Division 2. Recruiting of programmers will be accelerated.

Everett requested Group Leaders to assess their individual needs for programmers in connection with the recruiting program.

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6. Declassification Procedure

Proctor called attention to the need for authors of classified documents to obtain Group Leader and Division Head approval of declassification prior to notifying persons outside the Laboratory.

Proctor will issue an A Memo clarifying declassification procedure.

Proctor announced a forthcoming notice concerning relaxation of Laboratory internal control of Confidential documents -- transfer of Confidential documents within the Laboratory will not henceforth be recorded -- meanwhile transfer of Confidential material outside the Laboratory requires signed receipt procedure.

7. Papers for EJCC

Taylor announced receipt of request for EJCC papers concerning Display Techniques and TX-2 -- deadline for application is June 18. Zraket is also planning a paper on Programming Aspects of Real Time Control.

8. Lincoln-RAND Coordination

Zraket discussed problems of coordination of Lincoln-RAND effort after the July 1 separation of Lincoln-RAND personnel. Although this change will take place at a critical time in the McGuire activity, confidence was expressed that coordination can be accomplished.

SIGNED:


C. W. Farr

CWF:emt