

R. Larson

MIT Management Development Plan Meeting #1

13 October 1967

1. Project Office Responsibilities

A description of Project Managers responsibilities was handed out outlining the timely delivery and quality of the MIT/IL's product, establishment and maintenance of reporting procedures, providing customer contact, and gaining visibility into the software effort for the customer as well as for our own management.

2. SUNDISK

- a. Chapter 2 of the GSOP is ready for publication. Chapters' 3 and 5 will be ready on 15 November and Chapter 6 on 1 November. The publication date of Chapter 4 will be announced at the conclusion of a clean up meeting on Chapter 4 and 5 to be held on 17 October. MDRB's will be prepared for FACI decisions.
- b. Level V testing will be completed on 15 November ("A" release) and the verification results will be submitted for publication on 22 November.

3. SUNDANCE

- a. Marked up copies of Chapter 4 are available to the programmers now. ACTION: N. Sears will get Chapter 5 marked up and out to the programmers.
- b. Verb/Noun usage should be defined in the GSOP. ACTION: J. Nevins will prepare a verb/noun list for each program.
- c. Telemetry lists defined in Chapter 2 should be keyed in Chapter 4. ACTION: J. Rhode will furnish the list for each program.
- d. Necessary erasable constants should be specified in Chapter 5.

- e. Chapters' 3 and 4 will be sent to NASA on 1 December and Chapter 5 on 15 November. In house copies will be available 15 days prior to these dates. ACTION: NASA must make comments on the biweekly updates of Chapter 4.
- f. Development Plan scheduled for 20 October unless R. Ragan and G. Cherry agree to call G. Low on a new date.

4. COLOSSUS

- a. Development plan will be published on 1 November.
- b. Chapter 4 will be sent to NASA on 15 December and Chapter 5 on 13 November. In house copies will be available 15 days prior to these dates.

5. LUMINARY

Development plan will be published on 7 November based on time necessary after NASA team reviews lunar landing and ascent. (Scheduled week of 23 October).

6. An MIT Management Development Plan Meeting will be held every Tuesday commencing 17 October at 0900 in the second floor classroom.



R. C. Millard

RCM/DD/km

cc: Attendees (Listed on next page)

Group Leaders: 23A, B, D & S

A. Kosmala	J. Rhodes
W. Kupfer	D. Lickly
J. Vittek	J. Henize
G. Levine	R. Morth
R. White	W. Marscher
R. Larson	G. Stubbs

ATTENDEES

R. Ragan	D. Hoag	L. Larson
R. Millard	D. Dolan	G. Cherry
E. Copps	R. Battin	F. Martin
J. S. Miller	P. Felleman	N. Sears
J. Nevins	J. Dahlen	S. Copps
W. Widnall	J. Kernan	J. Shillingford