

CENTER SERIES**MSC / JSC SENIOR STAFF MEETINGS**

MSC Director Dr. Robert Gilruth instituted regular Monday senior staff meetings in July of 1961. The first meeting was held on July 7, 1961. Directorate heads and program office managers were expected to attend on a regular basis. It is reasonable to suggest that these meetings replaced the Capsule Review Board meetings. Many of the minutes originate in the office of Mr. Purser and contain significant marginalia or attached notes. The material is arranged chronologically by meeting date and is dated from 1961 through 1976. The collection is spotty for the years 1968 to 1976. Senior staff meetings are still held regularly but minutes have not been kept for several years. Senior Staff Meeting Minutes may also be found in the correspondence sections of the individual program collections. These documents were often inter-filed within the collection by historians working on program histories.

Inventory**SubHeading:****Box Number: 1**MSC Senior Staff Meeting Minutes (6
folders)

1961 - 1966

SubHeading:**Box Number: 2**MSC Senior Staff Meeting Minutes (8
folders)

1967 - 1968, 1970 - 1976