

**Department of Education  
DEPARTMENTAL ADMINISTRATION**

ITEM 75 of the Budget Bill

Budget page 204  
Budget line No. 6

**For Support of Departmental Administration From the General Fund**

Amount requested .....	\$2,037,946
Estimated to be expended in 1951-52 Fiscal Year .....	2,019,014
Increase (0.9 percent) .....	\$18,932

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$87,217	\$44,485	\$42,732	221	58
Operating expense .....	66,420	72,079	5,659	221	59
Equipment .....	1,977	13,200	11,223	221	60
Plus:					
Decreased reimburse- ments .....	112	112	---	221	63
Total increase .....	\$18,932	\$40,682	\$59,614		

**RECOMMENDATIONS**

Amount budgeted .....	\$2,037,946
Legislative Auditor's recommendation .....	2,002,891
Reduction .....	\$35,055

**ANALYSIS**

The budget request for the Department of Education of \$2,037,946 for the 1952-53 Fiscal Year is \$18,932, or 0.9 percent, higher than the estimated expenditure of \$2,019,014 for the 1951-52 Fiscal Year. However, because the Legislature, upon our recommendation, transferred certain bulletin printing in the amount of \$70,900 from the textbook program to departmental administration during the 1951-52 Fiscal Year, the 1951-52 budget estimates have been increased by that amount. If this figure is corrected out of the totals to arrive at the over-all increase in the department's budget, plus considering the fact that the department is moving from rented space to rent-free space in the new education building at a saving of \$22,656, then the proposed increase for the 1952-53 Fiscal Year is \$112,488, or 5.8 percent.

The following discussion and recommendations concerning the department's 1952-53 request are made on a division-by-division basis.

**Division of Departmental Administration**

**Administrative Unit**

The budget request for this unit is \$370,583. This is \$16,887, or 4.4 percent, less than the estimated expenditure of \$387,470 for the 1951-52 Fiscal Year. However, inasmuch as rental of buildings for the department is included under this unit and there is a large drop in this item due to moving to rent-free quarters in the new education building, these savings should not be credited to this unit. If they are excluded, then the increase for the administrative unit is \$15,769, or 4.3 percent.

The increase in this unit consists principally of two new positions requested costing \$7,872 and increased automobile replacement of \$12,345, offset by other adjustments in the budget. The automobiles purchased will be in the light class. Six additional automobiles will be purchased for the following:

- 1 School lunch
- 1 Readjustment education
- 1 Special education
- 1 Elementary education
- 2 Home teachers of the blind

We recommend that these be purchased because it is generally more economical to use state cars for personnel who travel rather than pay on a mileage basis for use of their own personal cars.

An administrative assistant II and an intermediate stenographer-clerk are requested for this unit. The administrative assistant is requested on the basis that he will make special studies and prepare special reports on the program of the Department of Education. This includes the preparation of material which the director requires in presenting the program of the State Department of Education at various conferences and meetings. The position will relieve the director of administrative detail and will carry out various administrative duties in connection with many conferences, meetings, and programs carried on by the State Department of Education.

For the past several years, the incumbent State Superintendent of Public Instruction has been budgeted for 200 days of travel annually and has generally made an out-of-state trip in addition. Inasmuch as such a large portion of his time is spent in travel, it would inevitably mean that it is necessary to delegate much administrative responsibility to the five exempt deputy and associate superintendents of the department. In addition to these exempt positions, there is an assistant to the superintendent in Los Angeles, who speaks for and represents the State Superintendent in the southern part of the State, plus an administrative assistant in the Sacramento office.

With this high level assistance readily available to assist the State Superintendent of Public Instruction already on the staff, we are unable to see the justification for the request. We therefore recommend the following reductions in the budget request:

Item	Reduction	Budget page	Line No.
Administrative assistant II-----	\$5,232	205	58
Intermediate stenographer-clerk -----	2,640	205	59
Office -----	50	205	65
Long distance toll-----	25	205	70
Postage -----	50	205	72
Traveling -----	585	205	73
Automobile operation -----	100	205	75
Office—additional -----	598	206	9
<b>Total -----</b>	<b>\$9,280</b>		

#### Education Research

The budget request for this unit of \$92,167 is \$3,260, or 3.7 percent, higher than the estimated expenditure of \$88,907 for the 1951-52 Fiscal Year. This increase is made up of normal salary increases plus minor

adjustments in operating expenses and equipment. We recommend approval of the amount requested.

#### **Division of School Administration**

##### **Administrative Unit**

The budget request of \$36,506 is \$5,736, or 18.6 percent, higher than the estimated expenditure of \$30,770 for the 1950-51 Fiscal Year. The increase is due to the requested addition of an administrative assistant for the associate superintendent.

Largely because we are conscious of the need for additional information and continual studies in the child care program, county school service fund expenditures and free textbook distribution which cannot be done with the present staff, we recommend that the budget be approved as submitted. It is our understanding that this position will be used primarily to develop good management and research studies.

##### **School Planning**

The budget request for this unit is \$102,356. This is \$1,455, or 1.4 percent, higher than the estimated expenditure of \$100,901 for the 1951-52 Fiscal Year.

Last year the Legislature appropriated \$75,764 for this function, but it was necessary for the Department of Finance to augment this amount through the use of Emergency Funds by approximately \$25,000. This augmentation was caused primarily by the following four factors: (1) the volume of the work in the application under Chapter 1389 was underestimated; (2) frequent review of justification documents on a 90-day basis because of rapidly changing conditions in the districts; (3) Public Law 815, which is federal grants for school construction, has become quite large; and (4) furniture requests have been added under Chapter 1389, necessitating constant review.

We feel that the granting of emergency funds for this purpose was justified, and we recommend approval of the budget as requested.

##### **School District Organization**

The budget request of \$40,730 is \$963, or 2.4 percent, higher than the estimated expenditure of \$39,767 for the 1951-52 Fiscal Year.

The slow but steady progress that has been made through elections in school districts with assistance from the chief of the bureau and his three field representatives warrants continued support of this unit.

We recommend approval of the amount requested.

##### **Administrative Services—Administrative Unit**

The budget request of \$14,995 is \$288, or 1.9 percent, less than the estimated expenditure of \$15,283 for the 1951-52 Fiscal Year.

We recommend approval of the amount requested.

##### **Administrative Services—Field Records Unit**

The budget request of \$65,593 is \$1,567, or 2.4 percent, higher than the estimated expenditure of \$64,026 in the 1951-52 Fiscal Year. The six field representatives provide consultative and advisory services to school districts on matters of school records, accounts, and reports.

We recommend approval of the amount requested.

**Administrative Services—School Accounts and Records**

The budget request of this unit of \$73,167 is \$3,740, or 4.9 percent, less than the estimated expenditure of \$76,907 for the 1950-51 Fiscal Year. This request is at the same service level as during the 1951-52 Fiscal Year, which had been increased to meet added requirements imposed by the passage of Chapter 1521, Statutes of 1949. This law required the School Accounts and Records Unit to furnish the Controller with necessary information on school districts. The fact that new equipment was purchased last year for the new positions as a one-time expenditure results in a lower total request this year to maintain the same level of service.

We recommend approval of the budget as submitted.

**Administrative Services—Child Welfare and Attendance**

The budget request of \$15,248 is \$740, or 5.1 percent, higher than the estimated expenditure of \$14,508 for the 1951-52 Fiscal Year.

This unit administers school attendance laws, including work permits for children.

We recommend approval of the amount requested.

**Administrative Services—School Lunch Program**

The budget request for this unit is \$105,205. This is \$4,527, or 4.5-percent, higher than the estimated expenditure for the 1951-52 Fiscal Year.

The amounts received by the school lunch program by local school districts is based not only upon the number of meals served but also upon the content of those meals. The contract with the Federal Government requires constant check of these meals by nutritionists to insure that the meals are actually being served. In addition, the nutritionists give expert service to school districts in planning their menus.

The nutritionists are informed as to the amounts and kinds of surplus foods that are available to schools, and because the amounts and kinds of foods vary from month to month, the nutritionists serve a valuable coordinating function in the distribution and usage of these surplus foods.

In addition, the following duties are required of the nutritionists in the federal contract. Their number is determined in the state plan that is incorporated in the contract with the Federal Government:

1. Meals must be of a minimum nutritional requirement.
2. The costs of those meals must be furnished.
3. School lunches must be nonprofit. All earnings must be used solely for the school lunch program in the schools.
4. Minimum sanitation requirements must be met.
5. Purchasing of equipment is checked so that districts will not pay excessive prices.
6. Information is regularly received from the Department of Agriculture in order that school districts can purchase foods that are lower in price because of market conditions.
7. Advise districts as to proper storage facilities.
8. Set up acceptable accounting systems.
9. Advise districts as to the keeping of records.
10. See that monthly reports are sent to the Department of Education on their expenditures and receipts in connection with the operation of the school lunch program.

We recommend approval of the amount requested.

**Textbooks and Publications**

The budget request of \$89,260 is \$2,359, or 2.7 percent, higher than the estimated expenditure for the 1951-52 Fiscal Year.

We recommend approval of the request.

**Readjustment Education**

The budget request of \$16,622 is \$590, or 3.4 percent, less than the estimated expenditure of \$17,212 for the 1951-52 Fiscal Year.

Through negotiation with the Federal Government, this unit has succeeded in getting an annual reimbursement from the Federal Government which largely offsets their cost of operation.

The veterans enrolled in private and public schools increased last year instead of decreased as we had anticipated due to the termination date of July 25, 1951, for veterans enrolling under the veterans benefit program. Next year, it is anticipated, will bring the drop in veteran enrollment. However, now that the Veterans Administration is assuming most of the cost of this bureau, an added work load has been caused by increased demands upon the bureau by the Veterans Administration. Whether the funds come from the State General Fund or the Veterans Administration, we cannot see the logic in budgeting this unit at the same service level as last year. We therefore recommend that the budget be approved as submitted and that the Department of Finance review the work load during the next year to see if the amounts budgeted from the General Fund are necessary for the 1952-53 Fiscal Year and allow amounts only as actually needed.

**Division of Instruction**

**Administrative Unit**

The budget request of \$63,585 is \$57,391, or 47.4 percent, less than the estimated expenditure of \$120,976 for the 1951-52 Fiscal Year. This decrease is due principally to the fact that last year bulletin printing in the amount of \$70,900 was transferred from free textbooks under Local Assistance to this support budget, and this has not been a recurring charge for the 1952-53 Fiscal Year.

The new position of intermediate typist-clerk has been added to establish the new service of curriculum laboratory for which space has been provided in the new education building.

The position of Assistant Division Chief, which was approved by the Legislature last year contingent upon a staffing study to be made by the Department of Finance, has again been budgeted awaiting the results of this study.

We recommend approval of the request of this unit.

**Secondary Education**

The budget request of \$85,286 is \$12,732, or 17.5 percent, higher than the estimated expenditure of \$72,554 for the 1951-52 Fiscal Year.

The increase is due to the requested replacement cost of \$11,400 of a Stinson aircraft purchased in March, 1947.

Two years ago in our analysis we objected to the provision of a consultant in aviation education inasmuch as such a specialized service to junior high schools, high schools, and junior colleges was not justified considering the over-all need of consultant services provided to secondary schools. For all the other problems in secondary education, it seemed

to us that this was an over-emphasis of specialty training. We still feel that it would be better to have five general consultants in secondary education instead of four general consultants and one aviation consultant. The advantage of having an airplane at the disposal of the aviation consultant appears to be primarily the actual flight experience that local teachers and administrators might receive. The bulk of the flight experience for these teachers and administrators has been purchased by them individually or through the cooperation of local businessmen and interested citizens. We feel that this should be the case, and the limited flights afforded by the Department of Education to these personnel free of charge cannot be justified. The aviation consultant, in our opinion, could just as well travel to these districts by other means and arrange meetings at local airports concerning the finer points of flying. We are sure that it could be arranged at these local airports for demonstrations such as is done now.

We therefore recommend deletion of aircraft operation in the amount of \$2,990 as shown on Budget page 214, line 54, aircraft insurance in the amount of \$250 as shown on Budget page 214, line 56, and aircraft replacement costing \$11,400 as shown on Budget page 214, line 63. It will be necessary to augment traveling as shown on Budget page 214, line 52, by approximately \$1,500. The net savings would be \$13,140.

With this reduction we recommend approval of the budget request.

#### Audio-Visual Education

The budget request of \$60,735 is \$2,871, or 5 percent, higher than the estimated expenditure of \$57,864 for the 1951-52 Fiscal Year.

We recommend approval of the budget as submitted.

#### Adult Education

The budget request of \$56,820 is \$10,743, or 23.3 percent, higher than the estimated expenditure of \$46,077 for the 1951-52 Fiscal Year. This increase is due principally to the request for an additional consultant and clerical help. The request is based principally upon increased work load occasioned by new rules and regulations adopted by the State Board of Education which requires the Bureau of Adult Education to examine and approve applications for more than 18,000 adult education classes.

We are of the opinion that this is a very cumbersome procedure that places an unnecessary amount of work upon the existing personnel of this Bureau and involves many thousands of man hours of work by those conducting adult education programs in the secondary schools. For example, if a school district has a course in typing, it must prepare, type, and submit a course outline for review and approval by the Bureau of Adult Education. If the district has this as a permanent course, this procedure must be followed every year. The inefficiency and waste of effort caused by the rules and regulations concerning adult education class approval is obvious. Other courses of a similar nature that go through this routine are bookkeeping, accounting, trigonometry, algebra, plane geometry, United States history, English, carpentry, auto mechanics, electricity, meat cutting, chemistry, et cetera.

It would seem logical to us that courses that are obviously accepted as having educational value can be excepted from these rules and regulations and subject to review only if the bureau chooses to do so. Courses in arts and crafts such as ceramics, leathercraft; in physical education

such as folk dancing, volley ball, badminton; and in homemaking such as personal grooming, weaving, gardening, lamp shade making should come under annual review. We would suggest that bureau personnel classify courses as to those which do not require annual course outlines and review and courses that must be reviewed annually.

Because we do not feel that the work load presented is sound, and because we feel that the adoption of rules and regulations concerning adult education should assist bureau personnel in becoming more efficient, we cannot recommend approval of the new positions budgeted. We recommend that the following reductions be made:

Item	Reduction	Budget page	Line No.
Consultant -----	\$6,060	215	64
Intermediate typist-clerk -----	2,520	215	65
Office -----	100	215	71
Travel -----	1,000	215	78
Telephone -----	20	215	74
Toll charges -----	25	215	75
Office—additional -----	763	216	7
Total -----	\$10,488		

#### Special Education

The budget request of \$102,747 is \$2,259, or 2.2 percent, higher than the estimated expenditure of \$100,488 for the 1951-52 Fiscal Year.

We recommend approval of the amount requested.

#### Elementary Education

The budget request for this unit is \$75,552 which is \$10,430, or 16 percent, higher than the estimated expenditure of \$65,122 for the 1951-52 Fiscal Year.

The increase is due mainly to the addition of a new consultant position. Last year we objected to the addition of a consultant in elementary education, and the position was deleted from the budget upon our recommendation. Upon review of their work load justification, we now feel that this position should be granted.

We recommend that equipment under office additional be budgeted at \$728 instead of \$1,691, or a saving of \$963.

With this reduction, we recommend approval of the budget as requested.

#### Physical and Health Education and Recreation

The budget request of \$49,835 is \$1,013, or 2.1 percent, higher than the estimated expenditure of \$48,822 for the 1951-52 Fiscal Year.

This is at the same service level as the current year, and we recommend approval of the budget as submitted.

#### Vocational Education

The budget request of \$34,800 is \$4,779, or 15.9 percent, higher than the estimated expenditure of \$30,021 for the 1951-52 Fiscal Year.

This increase is partially caused by an increase in printing due to a revision of the California Plan for Vocational Education in 1952. This is the basis for the reimbursement contract with the Federal Government, and new report forms are required. Equipment has increased by \$1,400, but we feel that the items are justified.

We recommend approval of the amount requested.

**Division of State Colleges and Teacher Training****Administrative Unit**

The budget request of this unit is \$112,592. This is \$4,839, or 4.5 percent, higher than the estimated expenditure of \$107,753 for the 1951-52 Fiscal Year.

We recommend approval of the amount requested.

**Credentials**

The budget request for this unit is \$211,620, or \$8,375, or 4.1 percent, higher than the estimated expenditure of \$203,245 in the 1951-52 Fiscal Year.

Four new positions are requested for this rapidly expanding unit. The over-all increase has been offset by a drop of \$8,000 in the equipment budget.

We recommend that additional office equipment be reduced by \$1,184. The budget provides equipment for two additional positions that were not included in the budget.

The entire cost of this function is supported by credential fees charged against applicants. The credentialing of teachers has become greatly specialized in recent years in the State of California, and we seriously question the emphasis placed upon devising more and more specialty credentials with each passing year. For this reason, we suggest that the Legislature request from the State Board of Education a report as to state policy regarding teacher credentials. The demands placed upon teachers in California for more and more training at colleges and universities during the summer has unquestionably become greater. This has had a definite impact upon the universities and colleges and may be affecting the turnover of teachers in the Public School System. California is one of the leading states, if not the leading state, in size of credential staff and types of credentials offered. For that reason, we feel that a report by the State Board of Education concerning the basis for the present policy should be submitted to the Legislature at the next general session.

**Division of Special Schools and Services****Administrative Unit**

The budget request of \$60,250 is \$4,754, or 8.6 percent, higher than the estimated expenditure of \$55,496 for the 1951-52 Fiscal Year.

This increase is due principally to normal salary increases and equipment. The equipment increase is caused by normal expansion and the necessity for purchasing certain items of equipment because in the new building it will not be possible to share equipment with the Division of State Colleges and Teacher Training.

We recommend approval of the amount requested.

**Field Rehabilitation Services for the Blind**

The budget request of \$101,692 is \$14,426, or 16.5 percent, higher than the estimated expenditure of \$87,266 for the 1951-52 Fiscal Year.

Last year the Legislature granted six new positions to this unit making a total of 17 field workers. The request for three additional field workers in the budget request would make a total of 20 such workers. These workers acquaint newly blinded persons with the opportunities available



to them. They also train the blind in the making of handicraft articles and arrange the sale of such articles on a consignment basis.

We recommend approval of the amount requested.

**Department of Education**  
**ADMINISTRATION OF CHILD CARE CENTERS**

ITEM 76 of the Budget Bill

Budget page 222  
Budget line No. 45

*For Support of Administration of Child Care Centers From the General Fund*

Amount requested .....	\$45,885
Estimated to be expended in 1951-52 Fiscal Year .....	45,427
 Increase (1.0 percent) .....	 \$458

**Summary of Increase**

	Total increase	INCREASE DUE TO Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	\$658	\$658	---	222	20
Operating expense .....	110	110	---	222	37
Equipment .....	—310	—310	---	222	43
	\$458	\$458	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$45,885
Legislative Auditor's recommendation .....	45,885
 Reduction .....	 None

**ANALYSIS**

The amount budgeted for supervision of the child care program is at the same service level as last year.

We recommend approval of the amount budgeted.

**DEPARTMENT OF EDUCATION**

ITEM 77 of the Budget Bill

Budget page 222  
Budget line No. 64

*For Support of Fingerprinting of Credential Applicants From the General Fund*

Amount requested .....	\$65,000
Estimated to be expended in 1951-52 Fiscal Year .....	30,000
 Increase (117.0 percent) .....	 \$35,000

**RECOMMENDATIONS**

Amount budgeted .....	\$65,000
Legislative Auditor's recommendation .....	65,000
 Reduction .....	 None

**ANALYSIS**

The budget request of \$65,000 is for the fingerprinting and processing of the prints by the Department of Justice of all applicants for credentials and life diplomas as provided in Chapter 1482, Statutes of 1951.

The Department of Education states that this expenditure is valuable in eliminating sex perverts and other persons with previous criminal records from the teaching profession.

We recommend approval of the amount requested.

## DEPARTMENT OF EDUCATION

ITEM 78 of the Budget Bill

Budget page 222

Budget line No. 79

*For Moving Expense, Department of Education, From the General Fund*

Amount requested .....	\$27,500
Estimated to be expended in 1951-52 Fiscal Year .....	None
Increase .....	\$27,500

## RECOMMENDATIONS

Amount budgeted .....	\$27,500
Legislative Auditor's recommendation .....	27,500
Reduction .....	None

## ANALYSIS

This is a nonrecurring item for expense in moving to the new Education Building expected to be completed during the budget year.

We recommend approval of the amount requested.

## Department of Education

## VOCATIONAL EDUCATION—SUPERVISION AND TEACHER TRAINING

ITEM 79 of the Budget Bill

Budget page 224

Budget line No. 39

*For Support of Supervision and Teacher Training From the General Fund*

Amount requested .....	\$681,402
Estimated to be expended in 1951-52 Fiscal Year .....	681,402
Increase .....	None

## Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$8,159	—\$10,097	\$18,256	225	77
Operating expense .....	7,054	3,725	3,329	226	25
Equipment .....					
	\$15,213	—\$6,372	\$21,585		
Plus:					
Decreased reimburse- ments .....	9,421			226	28
	\$24,635				
Less:					
Increased fed- eral reimbursement .....	—\$24,635			224	51
Total increase .....	None	None			

## RECOMMENDATIONS

Amount budgeted .....	\$681,402
Legislative Auditor's recommendation .....	681,402
Reduction .....	None

## ANALYSIS

## Supervision and Teacher Training

1. Administration. Four positions are requested for administration of the Supervision and Teacher Training program. This is the same level of service budgeted in the 1951-52 Fiscal Year, and we recommend approval of the positions budgeted.

Temporary help, formerly budgeted under Administration, has been transferred to Trade and Industrial Education at the same level of service.

2. Agricultural Education. The request of 16.5 positions for Agricultural Education is identical to the amount approved for the 1951-52 Fiscal Year. We recommend approval of the positions requested.

The amount of \$37,500 budgeted for cadet teachers is used to pay students to take additional courses so they may qualify for credentials for teaching courses in agriculture. These students are paid \$125 per month for which they spend a quarter semester at school, then practice teach for a quarter semester at another school before returning to their original school for another quarter of a semester.

3. Trade and Industrial Education. The request of 32.6 positions for Trade and Industrial Education represents an increase of one position over the budget of the 1951-52 Fiscal Year. This new position of traveling instructor is requested to augment the Peace Officers Training Program which is included under Trade and Industrial Education. The present Peace Officers Training Program consists of a special supervisor I who is on indefinite leave to the Civil Defense Program. While this position is still maintained in the budget, the salary provided is offset by an equivalent amount under salary savings.

The second and third positions budgeted under the Peace Officers Training Program consist of one permanent and one temporary traveling instructor. The temporary position was granted last year to recognize the gap in service caused by the special supervisor I transferring indefinitely to the Civil Defense Program.

The requested new position represents a new service and must be considered with the knowledge that in all probability a bill will be introduced at this session to add an additional six traveling instructors to the Peace Officers Training Program.

Inasmuch as the proposed expansion in the Peace Officers Training Program was given full hearings before the Legislature during the last session, and the proposal was not granted, we recommend that this policy be adhered to during the Budget Session. *We therefore recommend that the position of traveling instructor costing \$4,980 be not approved.* This position is shown on Budget page 225, line 73. *In addition, operating expenses budgeted for this position should also be deleted.* This consists of \$1,770 for traveling as shown on Budget page 226, line 12 and \$400 for automobile mileage as shown on Budget page 226, line 13.

Although we have no further recommended reductions to make under the Trade and Industrial Education program, we feel that an expression from the Legislature as to the emphasis of this program would be of great value in future emphasis of industrial training that is carried on under this program. The program consists largely of furnishing management advice and work simplification service to many of the largest corporations in California.

We feel that most of these large industries undoubtedly hire experts of their own on such subjects as organization and management, work simplification, and safety for supervisors. We question whether this phase of the program is filling a genuine need.

4. **Homemaking Education.** The request of 18 positions for this program is the same as the 1951-52 Fiscal Year. We recommend approval of the amount requested.

5. **Distributive Education.** Although the 1952-53 budget request indicates that there are 13.2 existing positions under this program, we are of the opinion that only 8.2 positions should have been budgeted as existing positions and five positions should have been requested as proposed new positions. After the Legislature approved 13.2 positions for this program last year, Congress drastically reduced the federal appropriation for Distributive Education necessitating the dropping of five positions in this program.

We feel that the action by Congress in regard to funds provided for vocational education should be recognized inasmuch as the Federal Government has historically been the leader on policy in these vocational education programs, and the State of California, primarily, has appropriated funds necessary to provide a state program along the lines outlined by Congress. We do not feel that the State of California should automatically include these positions in the 1952-53 Budget because we did so during the last session. Instead, we recommend that the State recognize Congress' action by not restoring positions in the Budget that they did not feel were necessary for a balanced vocational education program. If the State should restore these positions, it would contribute to pressures upon Congress to restore their previous reductions.

We recommend, therefore, that the following positions be deleted from the Budget:

Position and function	Amount	Budget page	Line No.
1 Regional supervisor -----	\$6,692	225	56
2 Special supervisors I -----	12,720	225	57
2 Field coordinators -----	12,120	225	59

In addition, \$4,488 is included under traveling, automobile mileage and automobile rental for the five positions.

Under the Trade and Industrial Education program, we suggested that it might be desirable to have an expression of policy from the Legislature as to whether or not the State should furnish instruction in organization and management, work simplification, and safety for supervisors in those large industries which could well afford to hire experts in those problem areas as a legitimate cost of doing business. Somewhat the same situation exists in Distributive Education. We seriously question the need for this phase of the program.

6. **Occupational Information and Guidance.** The request of 3.8 positions in this program is to maintain the same service level as in the 1951-52 Fiscal Year. Because of the problem incumbent upon having many children of school age not enrolled in schools, need for guidance of school pupils and the need to promote cumulative record systems in the public schools, we recommend that the amount requested be approved.

Although the total of our recommended reduction for Supervision and Teacher Training is \$43,170, one-half of that reduction is in federal funds. The net reduction to the General Fund will be \$21,585, and \$21,585 of federal funds will be diverted to local school districts.

**Department of Education  
VOCATIONAL EDUCATION—RELATED INSTRUCTION**

ITEM 80 of the Budget Bill

Budget page 224  
Budget line No. 40

**For Support of Vocational Education-Related Instruction From the General Fund**

Amount requested .....	\$18,205
Estimated to be expended in 1951-52 Fiscal Year .....	24,684
Decrease (26.2 percent) .....	<u>\$6,479</u>

**Summary of Increase**

	Total increase	INCREASE DUE TO Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	—\$6,360	—\$6,360	---	---	---
Operating expense .....	—23,814	—23,814	---	---	---
Equipment .....	—1,635	—1,635	---	---	---
Plus:					
Decreased reimbursements	25,330	25,330	---	---	---
Total .....	—\$6,479	—\$6,479			

**RECOMMENDATIONS**

Amount budgeted .....	\$18,205
Legislative Auditor's recommendation .....	<u>18,205</u>
Reduction .....	None

**ANALYSIS**

Vocational education-related instruction is budgeted for a total of \$18,205. This is \$6,479, or 26.2 percent, less than the estimated expenditure of \$24,684 for the 1951-52 Fiscal Year.

The following three programs are considered related instruction in the vocational education field.

**Agricultural On-Farm Training**

The budget request of \$6,052 is \$4,163 greater than in the 1951-52 Fiscal Year. This program has been more than fully reimbursed by payments from the Veterans Administration. Unless there is a change in the federal program, this training will be finished in the 1953-54 Fiscal Year. The present plan for an orderly termination of on-farm training is such that the entire program will have been fully reimbursed by federal funds. We recommend approval of the amount requested.

**Apprenticeship Instructional Materials**

It is anticipated that the cost to the State for this program will be only \$318 for the 1952-53 Fiscal Year. This amount represents the difference between the cost of the program and the anticipated \$56,000 in reimbursements for the sale of instructional materials.

The budget for this program has been reduced from \$66,704 in the 1951-52 Fiscal Year to \$56,318 in the 1952-53 Fiscal Year. We recommend approval of the amount requested.

**Business Education Teacher Training**

The budget request of \$11,835 is for one special supervisor I and expenses. This is at the same service level as provided in the 1951-52 Budget, and we recommend approval.

**Department of Education**  
**VOCATIONAL EDUCATION—FIRE TRAINING**

ITEM 81 of the Budget Bill

Budget page 228

Budget line No. 44

*For Support of Vocational Education-Fire Training From the General Fund*

Amount requested .....	\$75,824
Estimated to be expended in 1951-52 Fiscal Year .....	74,448
 Increase (1.8 percent) .....	 \$1,376

## Summary of Increase

		INCREASE DUE TO			
	Total increase	Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	\$1,055	\$1,055	---	228	19
Operating expense .....	281	281	---	228	34
Equipment .....	40	40	---	228	42
 Total increase .....	 \$1,376	 \$1,376	 ---		

**RECOMMENDATIONS**

Amount budgeted .....	\$75,824
Legislative Auditor's recommendation .....	75,824
 Reduction .....	 None

**ANALYSIS****Fire Training and Institutes**

The request of \$75,824 for this program is at the same service level as during the 1951-52 Fiscal Year.

On the basis of established policy the amount requested is recommended for approval. However, we again point out that this function is one which we believe appropriately should be financed primarily at the local level.

**Department of Education**  
**VOCATIONAL REHABILITATION**

ITEM 82 of the Budget Bill

Budget page 229

Budget line No. 31

*For Support of Vocational Rehabilitation From the General Fund*

Amount requested .....	\$925,000
Estimated to be expended in 1951-52 Fiscal Year .....	802,866
 Increase (15.2 percent) .....	 \$122,134

## Summary of Increase

		INCREASE DUE TO			
	Total increase	Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	—\$135	—\$135	---	---	---
Operating expense .....	421,765	1,700	\$420,065	---	---
Equipment .....	—50	—50	---	---	---
	\$421,580	\$1,515	\$420,065		
Less: Adjustment for unmatched Emergency Fund appropriation .....	—55,178	---	---	---	---
Less: Federal matching funds .....	—244,268	---	---	---	---
 Total increase .....	 \$122,124				

# RECOMMENDATIONS

Amount budgeted .....	\$925,000
Legislative Auditor's recommendation .....	925,000
Reduction .....	None

## ANALYSIS

The budget request of \$925,000 for Vocational Rehabilitation is \$122,134, or 15.2 percent higher than the estimated expenditure of \$802,866 for the 1951-52 Fiscal Year. This appropriation is requested to match an anticipated federal appropriation of \$1,850,000 for Vocational Rehabilitation on a two-thirds federal, one-third state matching program.

The entire increase in the budget is earmarked for case service in order that the amounts available to each vocational rehabilitation officer can be increased from \$17,340 to \$22,500 so that they may operate at an optimum efficiency level.

Federal requirements are that not more than 40 percent of the budget may be for administration and the balance is for case service. We feel that federal policy concerning the ratio of expenditures between administration and case service is a good policy. Therefore, we recommend approval of the budget request contingent upon this condition:

(1) If federal appropriations are less than anticipated in this budget that the revised budget for this agency not contain more than 40 percent for administration.

### Department of Education

#### VOCATIONAL REHABILITATION—VENDING STANDS FOR THE BLIND

ITEM 83 of the Budget Bill

Budget page 233  
Budget line No. 29

#### For Support of Additional Vocational Rehabilitation From the General Fund

Amount requested .....	\$50,000
Estimated to be expended in 1951-52 Fiscal Year .....	39,142
Increase (27.7 percent) .....	\$10,858

#### Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$913	\$913	---	233	9
Operating expense .....	965	965	---	233	21
Equipment .....	8,980	---	\$8,980	233	27
Total increase .....	\$10,858	\$1,878	\$8,980		

# RECOMMENDATIONS

Amount budgeted .....	\$50,000
Legislative Auditor's recommendation .....	50,000
Reduction .....	None

## ANALYSIS

The budget request of \$50,000 is \$10,858, or 27.7 percent, higher than the estimated expenditure of \$39,142 for the 1951-52 Fiscal Year. Of this increase, \$8,980 is budgeted as an equipment increase for vending stands. The equipment is provided for price increases and more installations.

Inasmuch as there is a limitation of not more than \$2,000 per stand and the fact that these stands can now be located in school buildings, we recommend the increase.

**Department of Education  
DIVISION OF LIBRARIES**

ITEM 84 of the Budget Bill

Budget page 234  
Budget line No. 7**For Support of Division of Libraries From the General Fund**

Amount requested .....	\$447,362
Estimated to be expended in 1951-52 Fiscal Year .....	413,905
 Increase (8.1 percent) .....	 \$33,457

**Summary of Increase**

	Total increase	INCREASE DUE TO Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	\$26,090	\$19,790	\$6,300	236	54
Operating expense .....	2,707	—1,483	4,190	236	55
Equipment .....	4,660	2,605	2,055	236	56
 Total increase .....	 \$33,457	 \$20,912	 \$12,545		

**RECOMMENDATIONS**

Amount budgeted .....	\$447,362
Legislative Auditor's recommendation .....	444,332
 Reduction .....	 \$3,030

**ANALYSIS**

The proposed budget of \$447,362 for the State Library represents an increase of \$33,457, or 8.1 percent, over the amount of \$413,905 estimated to be expended in the 1951-52 Fiscal Year. Of the increase, \$21,392 is in salaries and wages for new positions. Five positions totaling \$14,832 are requested on the basis of an increased work load. We recommend approval of four of these positions.

The library has requested one additional senior librarian to aid in cataloging new accessions and old uncataloged materials as well as to facilitate handling circulation. We recommend inclusion of this position. One additional intermediate clerk is also requested to assist the present staff. However, the half-time services of a new senior librarian should give sufficient staff to handle circulation matters. This stand is reinforced by the fact that the State Library has budgeted one-half of a temporary help position to give additional clerical help in the Law and Legislative Reference Section during legislative sessions. It is to be noted that there was a small decrease in total circulation figures for the Law and Legislative Reference Section in the past fiscal year. While this is not to be interpreted as a definite trend, it is reasonable to assume that legislators will gradually substitute the law library in the Legislative Counsel's Office for the Law and Legislative Reference Section as a source of reference. In addition, some departments are developing small law libraries. This fact should tend to further decrease circulation use of the section. We recommend elimination of the position of intermediate clerk amounting to \$2,520 on budget page 235, line 64. One and one-half positions, or one field representative and half of the time of an intermediate stenographer-clerk, are in the category of new service. The field representative is to



aid and advise local libraries. We recommend inclusion of these positions as a temporary step to improve the county library program.

With additional stenographic and clerical help, we do not feel that it will be necessary for the State Library to employ temporary help under administration. *We recommend elimination of the provision for temporary help amounting to \$510 as shown on Budget page 235, line 65.*

Operating expenses are increased due to increased costs and the inclusion of new positions. An item of \$1,000 is proposed for a library institute as an in-service training program for county library personnel. We recommend approval of the amount requested.

The equipment request is \$4,660 above the amount budgeted in the current year. The increase is due principally to the purchase of cardineer files for the blind section costing \$3,500. This has been recommended by the Management Analysis Section of the Department of Finance. For the most part, the largest amounts budgeted under equipment consist of books and subscriptions which are budgeted at the same level as the current year.

**Department of Education  
STATE COLLEGES**

**SUMMARY OF THE BUDGET REQUESTS OF THE STATE COLLEGES,  
ITEMS 85 TO 94, INCLUSIVE**

**Review of Interim Adjustments to State College Budgets**

During the hearings of the state college budgets last year, we pointed out that enrollment estimates of the colleges were optimistic and that inasmuch as much of the budgeting for the colleges depended to a great extent upon the enrollment figures, these figures should be reviewed in order to effect savings in the college budgets during the year if enrollment did not reach budgeted figures. The subcommittees of the Assembly Ways and Means and Senate Finance Committees then recommended that the Department of Finance, along with the Legislative Auditor and the Department of Education, review the enrollment estimates during the year and if the enrollments differed from the budgeted amounts, adjust the budgets accordingly. The Legislature later adopted this recommendation.

In accordance with our instructions from the Legislature, we did review the enrollments of the colleges with the Department of Finance and the Department of Education, and during the year, positions were generally provided on the basis of lower enrollment figures than were originally budgeted for each college. Accordingly, substantial savings were made in the budgets of the state colleges.

**General Policy Matters Concerning New Services in the 1952-53 Budget  
Requests of the State Colleges**

In general, the budget requests for the state colleges are in accordance with the standards accepted by the Legislature during the last session as being desirable. There are, however, two new policy decisions involved in the 1952-53 budget requests of the colleges. These are the provisions for putting the laboratory schools under the support budgets of Chico, Fresno, and Humboldt State Colleges and, secondly, increasing the maintenance staffs of the state colleges. We believe that these two new requests should be approved.

The present financing of laboratory schools jointly from the Local Assistance Budget and from the state college budgets has resulted in undesirable confusion. In effect, the full support of the schools has been from state funds, and the local school districts have benefited financially from the arrangement. A problem has arisen, in certain instances, from the local school boards interfering with the administration of the schools even though no local funds were involved.

We believe that the transfer is a logical step to take. However, we are concerned over the benefit which the state colleges are receiving from some of the programs now conducted in some of these schools. The elementary pupils are afforded a high level of education in these schools because of the costly standards incorporated into the programs. Our concern lies mainly in the utilization of these demonstration schools in terms of the relatively small number of college students benefiting by the demonstration classes in relation to the added cost of the program. We feel that this matter should be studied before the next general session of the Legislature and that performance data and recommendations concerning their operation be submitted at that time by the Department of Education.

The general increase in maintenance personnel has been requested on the basis of good business procedure. Based on recent high deferred maintenance costs at the colleges, this added cost appears to be a justifiable expenditure and one that will in the long run more than pay for itself.

#### General Policy Matters Concerning Established Services in the 1952-53 Budget Requests of the State Colleges

*Administrative Staffing Standards.* During the last session of the Legislature, an administrative staffing standard for the state colleges was approved by the Legislature based on a special Department of Finance study. We pointed out at the time that it would have been desirable to consider the administrative staffing standards at the same time as the faculty staffing standards were considered. Because of the close relationship between the two we have always felt that they could not be considered independently of one another. The faculty staffing study has not yet been completed because of the many problems inherent in establishing standards in this field. We hope that this study will be ready for consideration during the 1953 Session.

Although we recommended approval of the requests for administrative staffing last year, and do likewise this year, it is our belief that a survey and program which seeks to identify and separate administrative requirements from what has previously been handled as a responsibility of the academic staff cannot be evaluated until the corresponding survey of academic duties and staffing requirements is made.

In the meantime, it would also be desirable to consider the staffing of the state colleges in relation to staffing of other schools of comparable size, including private colleges in California.

*Payments for Master Teachers.* At the last session of the Legislature, as a new policy, payments to local school administrators for services of master teachers in their school districts were included as charges against the state college budgets. The recommendation for this new policy came after rather extensive legislative hearings and much study on the part of administrative personnel concerned with the problem. It was deemed

desirable that the University of California and the state colleges should follow identical practices, and it was felt that such a standardizing of policy might encourage private schools to make their practices concerning the payment of master teachers more nearly uniform. In addition, it was considered desirable to make the payments directly to local school administrators by contract rather than through direct payments to the master teachers. It was felt that the local school administrators could use this money for added personnel, recognizing the fact that master teachers had been given an additional duty by having to supervise a cadet teacher. In addition, it was proposed that the local school administrator might use this money for improvement of the master teacher program by providing added equipment or relieving certain added operating costs, such as travel, that might benefit the master teacher function.

While progress has been made to date, there is evidence that some administrators have chosen the path of least resistance and have turned over all of their funds to the master teachers. If this practice becomes universal, then we feel that the stated goal of improving the master teacher system through the use of master teacher funds will fall short of its objective.

We recommend that the present system of providing funds for the improvement of the master teacher program be continued during the 1952-53 Fiscal Year in order that a better evaluation of the program can be made at a later date.

**Department of Education  
CHICO STATE COLLEGE**

ITEM 85 of the Budget Bill

Budget page 241  
Budget line No. 20

**For Support of Chico State College From the General Fund**

Amount requested .....	\$864,934
Estimated to be expended in 1951-52 Fiscal Year .....	703,582
Increase (22.9 percent) .....	\$161,352

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$128,847	\$55,973	\$72,374	245	9
Operating expense .....	17,343	14,843	2,500	245	10
Equipment .....	11,898	10,898	1,000	245	11
Plus:					
Decreased revenue and reimbursements .....	3,764	47,785	—44,021		
Total increase .....	\$161,352	\$129,499	\$31,853		

**RECOMMENDATIONS**

Amount budgeted .....	\$864,934
Legislative Auditor's recommendation .....	864,934
Reduction .....	None

**ANALYSIS**

The budget request of \$864,934 is \$161,352, or 22.9 percent, higher than the estimated expenditure of \$703,582 for the 1951-52 Fiscal Year.

A primary factor in the cost increase is the placing of the laboratory school upon full support. Due to the overcrowding in the Chico School District, the laboratory has accepted and is budgeted for 350 students, which is above the 240 pupils for which the school was designed. Since the district has received a substantial state loan for added school facilities, this condition should be remedied as soon as conditions in the district permit.

We recommend approval of the budget as submitted.

**Department of Education  
FRESNO STATE COLLEGE**

ITEM 86 of the Budget Bill

Budget page 246  
Budget line No. 34

*For Support of Fresno State College From the General Fund*

Amount requested .....	\$1,462,034
Estimated to be expended in 1951-52 Fiscal Year .....	1,249,301
 Increase (17 percent) .....	 \$212,733

**Summary of Increase**

	Total increase	INCREASE DUE TO Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	\$113,392	\$85,396	\$27,996	251	39
Operating expense .....	22,838	22,838	---	251	40
Equipment .....	22,003	22,003	---	251	41
Plus:					
Decreased revenues and reimbursements .....	54,500	80,165	-25,665	251	44
 Total increase .....	 \$212,733	 \$210,402	 \$2,331		

**RECOMMENDATIONS**

Amount budgeted .....	\$1,462,034
Legislative Auditor's recommendation .....	1,462,034
 Reduction .....	 None

**ANALYSIS**

The budget request of \$1,462,034 is \$212,733, or 17.0 percent, higher than the estimated expenditure of \$1,249,301 for the 1951-52 Fiscal Year. The increase in cost is due principally to the added costs due to dual campus operation.

We recommend approval of the budget as requested.

**Department of Education  
FRESNO STATE COLLEGE**

ITEM 87 of the Budget Bill

Budget page 246  
Budget line No. 53

*For Support of Fresno State College From the State College Fund*

Amount requested .....	\$268,579
Estimated to be expended in 1951-52 Fiscal Year .....	238,286
 Increase (12.7 percent) .....	 30,293

Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages -----	\$16,720	\$16,720	---	253	9
Operating expense -----	12,195	12,195	---	253	10
Equipment -----	1,378	1,378	---	253	11
Total increase -----	\$30,293	\$30,293	---		

RECOMMENDATIONS

Amount budgeted -----	\$268,579
Legislative Auditor's recommendation -----	268,579
Reduction -----	None

ANALYSIS

The budget request of \$268,579 is \$30,293, or 12.7 percent, higher than the estimated expenditure of \$238,286 for the 1951-52 Fiscal Year.

We recommend approval of the amount requested.

Department of Education  
HUMBOLDT STATE COLLEGE

ITEM 88 of the Budget Bill

Budget page 254  
Budget line No. 21

For Support of Humboldt State College From the General Fund

Amount requested -----	\$591,668
Estimated to be expended in 1951-52 Fiscal Year -----	511,051
Increase (15.8 percent) -----	\$80,617

Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages -----	\$68,047	\$40,822	\$27,225	258	9
Operating expense -----	11,742	10,192	1,550	258	10
Equipment -----	12,363	12,363	---	258	11
Less:					
Increased revenues and reimbursements ---	11,535	16,662	28,197	254	22
Total increase -----	\$80,617	\$80,039	\$578		

RECOMMENDATIONS

Amount budgeted -----	\$591,668
Legislative Auditor's recommendation -----	591,668
Reduction -----	None

ANALYSIS

The budget request of \$591,668 is \$80,617, or 15.8 percent, higher than the estimated expenditure of \$511,051 for the 1951-52 Fiscal Year.

The increase is caused largely by the addition of maintenance personnel and the transfer of full operation of the laboratory school to the state college budget.

We recommend approval of the budget as requested.

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**Department of Education****LOS ANGELES STATE COLLEGE OF APPLIED ARTS AND SCIENCES****ITEM 89** of the Budget Bill

Budget page 263

Budget line No. 17

**For Support of Los Angeles State College of Applied Arts and Sciences  
From the General Fund**

Amount requested .....	\$1,347,335
Estimated to be expended in 1951-52 Fiscal Year .....	1,080,767
<b>Increase (24.7 percent) .....</b>	<b>\$266,568</b>

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$188,224	\$188,224	---	266	21
Operating expense .....	43,042	43,042	---	266	22
Equipment .....	---	---	---	---	---
Plus:					
Decreased revenues and reimbursements .....	35,302	35,302	---	267	22
<b>Total increase .....</b>	<b>\$266,568</b>	<b>\$266,568</b>	<b>---</b>		

**RECOMMENDATIONS**

Amount budgeted .....	\$1,347,335
Legislative Auditor's recommendation .....	1,347,335
<b>Reduction .....</b>	<b>None</b>

**ANALYSIS**

The budget request of \$1,347,335 is \$266,568, or 24.7 percent, over the estimated expenditure of \$1,080,767 for the 1951-52 Fiscal Year.

The increase is due principally to an anticipated increase in enrollment which requires both additional staff and higher rental of facilities from the Los Angeles City School District.

We recommend approval of the budget as submitted.

**Department of Education****LONG BEACH STATE COLLEGE****ITEM 90** of the Budget Bill

Budget page 259

Budget line No. 19

**For Support of Long Beach State College From the General Fund**

Amount requested .....	\$879,151
Estimated to be expended in 1951-52 Fiscal Year .....	558,046
<b>Increase (57.5 percent) .....</b>	<b>\$321,105</b>

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$294,052	\$286,240	\$7,812	262	29
Operating expense .....	34,169	34,169	---	262	30
Equipment .....	---	---	---	---	---
Less:					
Increased revenues .....	7,116	7,116	---	259	20
<b>Total increase .....</b>	<b>\$321,105</b>	<b>\$313,293</b>	<b>\$7,812</b>		

# RECOMMENDATIONS

Amount budgeted .....	\$879,151
Legislative Auditor's recommendation .....	879,151
Reduction .....	None

## ANALYSIS

The budget request of \$879,151 is \$321,105, or 57.5 percent, higher than the estimated expenditure of \$558,046 for the 1951-52 Fiscal Year.

The increase is principally caused by expanded enrollments occupying the new temporary facilities.

We recommend approval of the amount requested.

### Department of Education SACRAMENTO STATE COLLEGE

ITEM 91 of the Budget Bill

Budget page 267  
Budget line No. 21

#### For Support of Sacramento State College From the General Fund

Amount requested .....	\$758,964
Estimated to be expended in 1951-52 Fiscal Year .....	508,827
Increase (49.1 percent) .....	\$250,137

#### Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$172,818	\$172,818	---	270	81
Operating expense .....	—3,415	—3,415	---	270	82
Equipment .....	—250	—250	---	270	83
Plus:					
Decreased revenues .....	80,984	80,984	---	267	22
Total increase .....	\$250,137	\$250,137	---		

# RECOMMENDATIONS

Amount budgeted .....	\$758,964
Legislative Auditor's recommendation .....	758,964
Reduction .....	None

## ANALYSIS

The budget request of \$758,964 is \$250,137, or 49.1 percent, higher than the estimated expenditure of \$508,827 for the 1951-52 Fiscal Year.

The major portion of the increase is budgeted for operation on the new campus site, including maintenance personnel staffing.

We recommend approval of the budget as submitted.

### Department of Education SAN DIEGO STATE COLLEGE

ITEM 92 of the Budget Bill

Budget page 272  
Budget line No. 21

#### For Support of San Diego State College From the General Fund

Amount requested .....	\$1,739,878
Estimated to be expended in 1951-52 Fiscal Year .....	1,501,390
Increase (15.9 percent) .....	\$238,488

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**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages-----	\$100,531	\$96,811	\$3,720	276	51
Operating expense-----	23,843	23,843	---	276	52
Equipment-----	6,190	6,190	---	276	53
Plus:					
Decreased revenues-----	107,924	107,924	---	272	21
*Total increase-----	\$238,488	\$234,768	\$3,720		

**RECOMMENDATIONS**

Amount budgeted-----	\$1,739,878
Legislative Auditor's recommendation-----	1,739,878
Reduction-----	None

**ANALYSIS**

The budget request of \$1,739,878 is \$238,488, or 15.9 percent, higher than the estimated expenditure of \$1,501,390 for the 1951-52 Fiscal Year.

The increase is due to an increased enrollment, occupancy of new buildings, and a decrease in veterans.

We recommend approval of the amounts requested.

**Department of Education**  
**SAN FRANCISCO STATE COLLEGE**

ITEM 93 of the Budget Bill

Budget page 278

Budget line No. 25

**For Support of San Francisco State College From the General Fund**

Amount requested-----	\$2,052,585
Estimated to be expended in 1951-52 Fiscal Year-----	1,760,073
Increase (16.6 percent)-----	\$292,512

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages-----	\$157,086	\$153,366	\$3,720	283	9
Operating expense-----	49,508	49,508	---	283	10
Equipment-----	11,601	11,601	---	283	11
Plus:					
Decreased revenues-----	74,317	74,317	---	278	26
Total increase-----	\$292,512	\$288,792	\$3,720		

**RECOMMENDATIONS**

Amount budgeted-----	\$2,052,585
Legislative Auditor's recommendation-----	2,052,585
Reduction-----	None

**ANALYSIS**

The budget request of \$2,052,585 is \$292,512, or 16.6 percent, higher than the estimated expenditure of \$1,760,073 for the 1951-52 Fiscal Year.

The increase is due to increased enrollments, dual campus operation, and increased maintenance personnel at the new campus site.

We recommend approval of the amount requested.



**Department of Education  
SAN JOSE STATE COLLEGE**

ITEM 94 of the Budget Bill

Budget page 285  
Budget line No. 20

**For Support of San Jose State College From the General Fund**

Amount requested .....	\$2,458,566
Estimated to be expended in 1951-52 Fiscal Year .....	2,229,906
<b>Increase (10.3 percent) .....</b>	<b>\$228,660</b>

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$77,167	\$64,747	\$12,420	289	36
Operating expense .....	41,498	41,498	---	289	37
Equipment .....	581	581	---	289	38
Plus:					
Decreased revenues .....	109,414	109,414	---	285	21
<b>Total increase .....</b>	<b>\$228,660</b>	<b>\$216,240</b>	<b>\$12,420</b>		

**RECOMMENDATIONS**

Amount budgeted .....	\$2,458,566
Legislative Auditor's recommendation .....	2,458,566

Reduction ..... None

**ANALYSIS**

The budget request of \$2,458,566 is \$228,660, or 10.3 percent, higher than the estimated expenditure of \$2,229,906 for the 1951-52 Fiscal Year.

The increase is due principally to normal salary increases and increased operating expenses due to occupancy of three new buildings. In addition, increased maintenance personnel have been added as new service.

We recommend approval of the budget as requested.

**Department of Education  
CALIFORNIA STATE POLYTECHNIC COLLEGE**

ITEM 95 of the Budget Bill

Budget page 291  
Budget line No. 28

**For Support of California State Polytechnic College From the  
Fair and Exposition Fund**

Amount requested .....	\$2,161,690
Estimated to be expended in 1951-52 Fiscal Year .....	1,733,744
<b>Increase (24.7 percent) .....</b>	<b>\$427,946</b>

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$297,715	\$297,715	---	298	68
Operating expense .....	27,385	27,385	---	298	69
Equipment .....	13,838	13,838	---	298	70
Plus:					
Decreased revenues and reimbursements .....	89,008	89,008	---	291	29
<b>Total increase .....</b>	<b>\$427,946</b>	<b>\$427,946</b>	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$2,161,690
Legislative Auditor's recommendation .....	2,161,690
Reduction .....	None

**ANALYSIS**

The budget request of \$2,161,690 is \$427,946, or 24.7 percent, higher than the estimated expenditure of \$1,733,744 for the 1951-52 Fiscal Year.

The increase is due mainly to the projected enrollment increase at this college which is 26.5 percent over last year. Per student expenditures will fall from \$733 to \$677.

We recommend approval of the budget as submitted.

**Department of Education  
CALIFORNIA MARITIME ACADEMY**

ITEM 96 of the Budget Bill

Budget page 300  
Budget line No. 7

***For Support of California Maritime Academy From the General Fund***

Amount requested .....	\$256,223
Estimated to be expended in 1951-52 Fiscal Year .....	236,175
Increase (8.5 percent) .....	\$20,048

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$8,059	\$8,059	---	303	30
Operating expense .....	15,943	15,943	---	303	31
Equipment .....	—1,733	—1,733	---	303	32
Less:					
Increased reimbursements .....	—743	—743	---	303	36
Less:					
Increased revenues .....	—1,478	—1,478	---	303	36
Total increase .....	\$20,048	\$20,048	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$256,223
Legislative Auditor's recommendation .....	247,798
Reduction .....	\$8,425

**ANALYSIS**

The budget request for the California Maritime Academy is essentially at the same expenditure level as granted by the Legislature for the 1951-52 Fiscal Year with upward adjustments for price and population increases.

The position of the Legislative Auditor concerning the Maritime Academy was first presented four years ago when we stated that we felt the cost per student for the State of California to operate a maritime academy was too high and that the maintaining of such a school was not essential to the State. Our position in regard to this matter remains unchanged.

The training of officers for the United States Coast Guard, United States Maritime Service, and the United States Navy is a federal function. In discussing this matter with certain high level naval officers of the 12th Naval District, it was pointed out to us that most, if not all, of the new graduates of the Academy will probably become naval officers. In 1949-50, the State of California paid approximately \$2,794,713,395 in federal taxes, or 7.2 percent of the total federal revenues. In effect, then, the budget request of \$256,233 for the Maritime Academy is an additional payment by the State of California to a function which should be supported from federal taxes in the 1952-53 Fiscal Year. In addition, a capital outlay expenditure program for the Maritime Academy will probably be presented to the Legislature either this year or in the near future.

It is our recommendation that if the Academy is continued as at present the amount budgeted for fuel oil can still be reduced by one-half by reducing the cruise. If this recommendation is approved, the reduction in the budget will be \$8,425 as shown on Budget page 303, line 8.

**Department of Education  
SCHOOL FOR THE BLIND, BERKELEY**

ITEM 97 of the Budget Bill

Budget page 304  
Budget line No. 7

*For Support of School for the Blind, Berkeley, From the General Fund*

Amount requested .....	\$368,467
Estimated to be expended in 1951-52 Fiscal Year .....	363,546
Increase (1.4 percent) .....	\$4,921

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$9,651	\$7,251	\$2,400	308	9
Operating expense .....	2,693	2,693	---	308	10
Equipment .....	-6,423	-6,423	---	308	11
Less:					
Increased reimbursement .....	-1,000	-1,000	---	308	14
Total increase .....	\$4,921	\$2,521	\$2,400		

**RECOMMENDATIONS**

Amount budgeted .....	\$368,467
Legislative Auditor's recommendation .....	368,467
Reduction .....	None

**ANALYSIS**

The California School for the Blind is budgeted to increase from an estimated expenditure of \$363,546 in the 1951-52 Fiscal Year to \$368,467 in the 1952-53 Fiscal Year, an increase of \$4,921, or 1.4 percent. The proposed budget is based upon a continuation of activities at the 1951-52 level except for the addition of one janitor to provide better janitorial service. The arrangement and use of the buildings including the need for weekend coverage justifies this additional position. We recommend adoption of the budget as submitted.

**Department of Education**  
**CALIFORNIA SCHOOL FOR THE DEAF, BERKELEY**

ITEM 98 of the Budget Bill

Budget page 309  
 Budget line No. 7

**For Support of California School for the Deaf, Berkeley, From the General Fund**

Amount requested .....	\$860,731
Estimated to be expended in 1951-52 Fiscal Year .....	735,544
Increase (17.0 percent) .....	\$125,187

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$88,100	\$77,900	\$10,200	313	9
Operating expense .....	30,112	25,312	4,800	313	10
Equipment .....	11,141	11,141	---	313	11
Less:					
Increased reimbursements .....	—4,166	—4,166	---	313	14
Total increase .....	\$125,187	\$110,187	\$15,000		

**RECOMMENDATIONS**

Amount budgeted .....	\$860,731
Legislative Auditor's recommendation .....	860,731
Reduction .....	None

**ANALYSIS**

The budget request for the School for the Deaf, Berkeley, of \$860,731, is \$125,187, or 17.0 percent, higher than the estimated expenditure of \$735,544 for the 1951-52 Fiscal Year. The increase is due to several reasons:

1. Larger student enrollment.
2. Payment of teachers and counselors on a 12-month basis instead of 10 months. This is justified on the basis that it is common practice to hire teachers on a 12-month basis and it is necessary to do this in order to hold personnel. This matter has been reviewed and approved by the State Personnel Board.
3. Payment of certain feeding and housekeeping positions on an 11½-month basis instead of 10 months. This is justified on the basis that these positions actually work six days per week during the 10-month school year and, together with accrued vacation time, it is the equivalent of 11½ months of actual work.
4. Higher operating costs.
5. Higher equipment costs including \$12,082 for replacement and additional feeding equipment.
6. Reducing student-teacher ratio from 1-12 to 1-10 for advanced students. This ratio has been accepted previously but could not be realized in this case until added classroom space was made available. This space has been added by the building program.

In our opinion considerable savings can be brought about in the future by combining food preparation and maintenance functions of the School for the Deaf and the School for the Blind. These schools are adjacent to each other on the same grounds. We recommend that the Department of

Finance study this matter during the next year for possible consideration in the 1953-54 Budget request of these two schools.

We recommend approval of the budget as submitted.

**Department of Education**  
**CALIFORNIA SCHOOL FOR THE DEAF, BERKELEY**

ITEM 99 of the Budget Bill

Budget page 309  
Budget line No. 21

*For Expenses of Deaf Graduates Attending Gallaudet College, California  
School for the Deaf, Berkeley, From the General Fund*

Amount requested .....	\$7,446
Estimated to be expended in 1951-52 Fiscal Year .....	6,132
Increase (21.4 percent) .....	\$1,314

**RECOMMENDATIONS**

Amount budgeted .....	\$7,446
Legislative Auditor's recommendation .....	7,446
Reduction .....	None

**ANALYSIS**

The \$7,446 is for travel and expenses of deaf graduates attending Gallaudet College, Washington, D. C. The budgeted amount provides for sending 17 graduates at a cost of \$438 each. Student fees and other incidental expenses are paid by the Federal Government.

We recommend approval of the amount requested.

**Department of Education**  
**CALIFORNIA SCHOOL FOR THE DEAF, RIVERSIDE**

ITEM 100 of the Budget Bill

Budget page 314  
Budget line No. 8

*For Support of California School for the Deaf, Riverside, From the  
General Fund*

Amount requested .....	\$133,328
Estimated to be expended in 1951-52 Fiscal Year .....	13,781
Increase (867.5 percent) .....	\$119,547

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$87,255	\$83,375	\$3,880	317	9
Operating expense .....	33,373	33,373	---	317	10
Equipment .....	3,439	3,439	---	317	11
Less:					
Increased reimbursements .....	—4,520	—4,520	---	317	15
Total increase .....	\$119,547	\$115,667	\$3,880		

**RECOMMENDATIONS**

Amount budgeted .....	\$133,328
Legislative Auditor's recommendation .....	129,448
Reduction .....	\$3,880

## ANALYSIS

The budget request of the California School for the Deaf in Riverside is \$133,328. This is \$119,547 higher than the estimated expenditure of \$13,781 for the 1951-52 Fiscal Year.

It is anticipated that the school will have a portion of its facilities completed by January of 1953 so that 50 students might be enrolled.

Because of the problem of giving minimum coverage for 50 pupils by hiring 43 persons to operate the function, the cost per student will be at the extremely high figure of \$2,667.

The new building provides an apartment for a counselor for every eight children. This is a very rich program, and the budget request for six counselors for 50 children reflects that this standard has been incorporated into the buildings.

The request for four nurses for 50 children seems unreasonable in view of the fact that there is a counselor for every eight children. *We recommend that the budget request be reduced by two graduate nurses as shown on Budget page 316, line 11. This will result in a saving of \$2,680.*

The new home for the superintendent is furnished to him at a rental cost of \$65 per month. In our opinion, after reviewing the plans, a comparable furnished house with free utilities could not be rented for less than \$200 per month. This, in effect, gives the superintendent a tax-free bonus over and above his \$9,579 salary, and illustrates the inadequacy of the present rental schedules set for state-owned facilities.

We also question the necessity for the hiring of four janitors when there will be only 50 children in the school and recommend deletion of one janitor as shown on Budget page 315, line 34, costing \$1,200.

With the above reductions, we recommend approval of the budget as requested.

## Department of Education

## SCHOOL FOR CEREBRAL PALSID CHILDREN, NORTHERN CALIFORNIA

ITEM 101 of the Budget Bill

Budget page 318  
Budget line No. 8*For Support of the School for Cerebral Palsied Children, Northern California, From the General Fund*

Amount requested .....	\$283,410
Estimated to be expended in 1951-52 Fiscal Year .....	280,105
Increase (1.2 percent) .....	\$3,305

## Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$2,997	\$2,997	---	320	53
Operating expense .....	—1,098	—1,098	---	320	54
Equipment .....	1,536	1,536	---	320	55
Less:					
Increased reimbursements .....	—130	—130	---	320	59
Total increase .....	\$3,305	\$3,305	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$283,410
Legislative Auditor's recommendation .....	283,410
Reduction .....	None

**ANALYSIS**

The budget request of \$283,410 includes \$28,779 for diagnostic and treatment costs of crippled children not in residence at the school and is \$3,305, or 1.2 percent, higher than the estimated expenditure for the 1951-52 Fiscal Year.

The budget request is at the same service level as last year. We recommend approval of the budget as submitted.

**Department of Education**

**SCHOOL FOR CEREBRAL PALSID CHILDREN, SOUTHERN CALIFORNIA**

ITEM 102 of the Budget Bill

Budget page 321  
Budget line No. 6

**For Support of the School for Cerebral Palsied Children, Southern California, From the General Fund**

Amount requested .....	\$333,024
Estimated to be expended in 1951-52 Fiscal Year .....	310,925
Increase (7.1 percent) .....	\$22,099

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$13,387	\$10,987	\$2,400	324	9
Operating expense .....	384	384	---	324	10
Equipment .....	8,694	3,394	5,300	324	11
Less:					
Increased reimbursements .....	—366	—366	---	324	14
Total .....	\$22,099	\$14,399	\$7,700		

**RECOMMENDATIONS**

Amount budgeted .....	\$333,024
Legislative Auditor's recommendation .....	333,024
Reduction .....	None

**ANALYSIS**

The budgeted amount of \$333,024 for the School for Cerebral Palsied Children in Southern California includes \$91,242 for Diagnostic and Treatment Clinic treatment of crippled children not in residence at the school. The actual budget request for the school of \$241,783 is \$22,099, or 10.1 percent, higher than the estimated expenditure of \$219,683 for the 1951-52 Fiscal Year. This increase consists principally of a new position costing \$2,400, increased salary costs of \$10,897, and an equipment increase of \$8,694.

The new attendant position is requested upon the basis that the pupils at the southern school are more severely handicapped than pupils at the northern school, and this new position would give the southern school

one attendant for every 1.40 pupils compared with the northern school's ratio of one attendant for every 1.39 pupils. We recommend that this position be granted. While this program is exceedingly expensive, it is reaching the point where it is showing results upon the backlog of cases needing this type of treatment and education.

We recommend approval of the amount requested.

**Department of Education  
OAKLAND ORIENTATION CENTER**

ITEM 103 of the Budget Bill

Budget page 325  
Budget line No. 7

*For Support of the Oakland Orientation Center From the General Fund*

Amount requested .....	\$216,904
Estimated to be expended in 1951-52 Fiscal Year .....	169,896
 Increase (27.7 percent) .....	 \$47,008

**Summary of Increase**

	Total increase	Work load or salary adjustments	New services	Budget page	Line No.
Salaries and wages .....	\$36,899	\$33,146	\$3,753	327	66
Operating expense .....	18,553	18,553	---	327	67
Equipment .....	—3,968	—3,968	---	327	68
Less:					
Increased reimbursements .....	—4,476	—4,476	---	327	71
 Total increase .....	 \$47,008	 \$43,255	 \$3,753		

**RECOMMENDATIONS**

Amount budgeted .....	\$216,904
Legislative Auditor's recommendation .....	213,151
 Reduction .....	 \$3,753

**ANALYSIS**

The reorganization of the Training Center for Adult Blind, Oakland, to the Oakland Center, California Industries for the Blind, and the Oakland Orientation Center became effective in September, 1951, thus making direct comparisons of the budget requests of these two new units with the expenditure of the Training Center for Adult Blind, Oakland, for the 1951-52 Fiscal Year of little value. However, the positions requested for the administrative section can be compared with those authorized for the 1950-51 Fiscal Year for the Training Center for the Adult Blind.

There will be no increase in population over the 1950-51 Fiscal Year, and there is no increase in scope of services or work load which will have any impact upon the administration section. Yet, in the administrative section, a total of five positions in excess of those authorized in 1950-51 is requested.

The following table shows the positions authorized in 1950-51 and the positions requested for 1952-53.



**Education**

<i>Position</i>	<i>Training Center for the Adult Blind 1950-51</i>	<i>Orientation Center 1952-53</i>	<i>Oakland Center California Industries for Blind 1952-53</i>
Superintendent -----	1	--	--
Administrator -----	--	1	--
Manager -----	--	--	1
Institution bookkeeper III -----	1	1	--
Assistant administrator -----	--	1	--
Accounting officer I -----	--	--	1
Senior account clerk -----	1	--	1
Senior clerk -----	1	--	1
Bookkeeping machine operator -----	1	0.5	0.5
Senior stenographer-clerk -----	0.5	1	--
Intermediate stenographer-clerk -----	0.5	--	1
Intermediate account clerk -----	1	1	--
Junior typist-clerk -----	1	1	--
Storekeeper I -----	1	--	1
Stock clerk -----	--	1	--
Totals -----	9	7.5	6.5
Total			14

The Oakland Orientation Center has an administrator and an assistant administrator for a relatively small operation. In our opinion, there is no need for an assistant administrator. It would be far better to provide a business manager I to carry on the business functions for the administrator. This recommendation would eliminate the assistant administrator as shown on Budget page 325, line 43, costing \$5,169, and substitute a business manager I costing \$4,296, for a net saving of \$873.

The position of stock clerk is requested in addition to the previously authorized storekeeper, grade I. The present duties of the existing storekeeper are not too great and we cannot see the justification for adding this additional position as shown on Budget page 325, line 55, costing \$2,880.

With the above reductions we recommend approval of the budget as requested.

**Department of Education**

**LOS ANGELES CENTER, CALIFORNIA INDUSTRIES FOR THE BLIND**

ITEM 104 of the Budget Bill

Budget page 328

Budget line No. 17

**For Support of Los Angeles Center, California Industries for the Blind,  
From the General Fund**

Amount requested -----	\$208,189
Estimated to be expended in 1951-52 Fiscal Year -----	204,419
Increase (1.8 percent) -----	\$3,770

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages -----	\$3,683	\$3,683	--	328	71
Operating expense -----	448	448	--	329	22
Equipment -----	—361	—361	--	329	30
Total increase -----	\$3,770	\$3,770	--		

**RECOMMENDATIONS**

Amount budgeted .....	\$208,189
Legislative Auditor's recommendation .....	208,189
Reduction .....	None

**ANALYSIS**

The budget request of \$208,189 is \$3,770, or 1.8 percent, higher than the estimated expenditure of \$204,419 for the 1951-52 Fiscal Year. This request is at approximately the same level of service as the current year.

We should like to call the attention of the Legislature to the fact that while this budget is primarily intended to be for administration and for educational and training activities, which are deemed to be an appropriate charge against the General Fund rather than the Manufacturing Revolving Fund, 55.8 percent of the amount requested is for rent of building space and maintenance of the building.

The principal reason that the state subsidy to the Los Angeles Center, California Industries for the Blind, is so high is because of the costly rental agreement which the State has entered into for lease of a six-story building for the workshop. The State will pay over \$1,100,000 in rent over a ten-year period for this building.

We recommend approval of the amount requested.

**Department of Education****OAKLAND CENTER, CALIFORNIA INDUSTRIES FOR THE BLIND**

ITEM 105 of the Budget Bill

Budget page 330

Budget line No. 17

*For Support of Oakland Center, California Industries for the Blind,  
From the General Fund*

Amount requested .....	\$66,302
Estimated to be expended in 1951-52 Fiscal Year .....	103,589
Decrease (36.0 percent) .....	\$37,287

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	—\$26,775	—\$33,240	\$6,465	334	8
Operating expense .....	—14,723	—14,723	---	334	9
Equipment .....	—232	—737	505	334	10
Plus:					
Decreased reimbursements .....	4,443	4,443	---	334	13
Total increase .....	—\$37,287	—\$44,257	\$6,970		

**RECOMMENDATIONS**

Amount budgeted .....	\$66,302
Legislative Auditor's recommendation .....	59,332
Reduction .....	\$6,970

**ANALYSIS**

The reorganization of the Training Center for Adult Blind, Oakland, to the Oakland Center, California Industries for the Blind, and the Oakland Orientation Center became effective in September, 1951, thus making of little value direct comparisons of the budget requests of these two

new units with the expenditure of the Training Center for Adult Blind, Oakland for the 1951-52 Fiscal Year. However, the positions requested for the administrative section can be compared with those authorized for the 1950-51 Fiscal Year for the Training Center for the Adult Blind.

There will be no increase in population over the 1950-51 Fiscal Year, and there is no increase in scope of services or work load which will have any impact on the administration section. Yet, in the administrative section, a total of five positions in excess of those authorized in 1950-51 is requested.

The following table shows the positions authorized in 1950-51 and the positions requested for 1952-53.

<i>Position</i>	<i>Training Center for the Adult Blind 1950-51</i>	<i>Orientation Center 1952-53</i>	<i>Oakland Center California Industries for Blind 1952-53</i>
Superintendent -----	1	--	--
Administrator -----	--	1	--
Manager -----	--	--	1
Institution bookkeeper III -----	1	1	--
Assistant administrator -----	--	1	--
Accounting officer I -----	--	--	1
Senior account clerk -----	1	--	1
Senior clerk -----	1	--	1
Bookkeeping machine operator -----	1	0.5	0.5
Senior stenographer-clerk -----	0.5	1	--
Intermediate stenographer-clerk -----	0.5	--	1
Intermediate account clerk -----	1	1	--
Junior typist-clerk -----	1	1	--
Storekeeper I -----	1	--	1
Stock clerk -----	--	1	--
Totals -----	9	7.5	6.5
		Total	14

The position of accounting officer I is a new position without showing any increased work load at this level. It is recommended that this position as shown on Budget page 330, line 67, costing \$3,855 be not allowed.

The position of intermediate stenographer-clerk as shown on Budget page 331, line 15, has been added along with a position of senior stenographer-clerk in the Orientation Center for two part time positions previously budgeted. We recommend that this position as shown on Budget page 331, line 15 be not allowed at a saving of \$2,610. In addition, there will be a saving of \$505 in equipment as shown on Budget page 331, line 41.

#### Department of Education

##### SAN DIEGO CENTER, CALIFORNIA INDUSTRIES FOR THE BLIND

ITEM 106 of the Budget Bill

Budget page 335

Budget line No. 16

For Support of San Diego Center, California Industries for the Blind,  
From the General Fund

Amount requested -----	\$44,252
Estimated to be expended in 1951-52 Fiscal Year -----	43,884
Increase (0.8 percent) -----	\$368

## Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages-----	\$2,021	\$2,021	---	336	35
Operating expense-----	223	223	---	336	36
Equipment-----	1,430	1,430	---	336	37
Total increase-----	\$368	\$368	---		

## RECOMMENDATIONS

Amount budgeted-----	\$44,252
Legislative Auditor's recommendation-----	42,762
Reduction-----	\$1,490

## ANALYSIS

The budget request for the San Diego Center, California Industries for the Blind, is \$44,252. This is \$368, or 0.8 percent, higher than the estimated expenditure of \$43,884 in the 1951-52 Fiscal Year. This budget request is at essentially the same service level as during the 1951-52 Fiscal Year.

We recommend that rent of warehouse space as shown on Budget page 335, line 65, be reduced by \$1,490. This recommendation recognizes that the present lease terminates January 31, 1953, and there is no reason for it to be renewed. If present facilities are used to better advantage there will be more than adequate storage at the San Diego Center for materials.

## STATE TEACHERS' RETIREMENT SYSTEM

ITEM 107 of the Budget Bill

Budget page 337  
Budget line No. 6

## For Support of the State Teachers' Retirement System, From the General Fund

Amount requested-----	\$155,517
Estimated to be expended in 1951-52 Fiscal Year-----	144,972
Increase (7.3 percent)-----	\$10,545

## Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages-----	\$10,317	\$10,317	---	337	65
Operating expense-----	1,131	1,131	---	338	19
Equipment-----	903	903	---	338	25
Total increase-----	\$10,545	\$10,545	---		

## RECOMMENDATIONS

Amount budgeted-----	\$155,517
Legislative Auditor's recommendation-----	155,517
Reduction-----	None

## ANALYSIS

It is estimated that the active and retired accounts will have increased by 15,200 as of July 1, 1953. Two new positions of senior clerk have been added for this increased work load. A new position of semi-senior accountant, at a salary of \$4,296, is requested to assist the executive officer and

to supervise the accounting work. We believe this position is justified due to the fact that the executive officer has had no assistance and the office is without an employee who is capable of answering the many technical inquiries that arise during his absence.

There is an increase of \$1,131 in operating expenses. The major item is \$1,320 to cover the expenses of moving from the present location to the new Department of Education Building and increased machine rentals.

**Department of Education  
UNIVERSITY OF CALIFORNIA**

ITEM 108 of the Budget Bill

Budget page 339  
Budget line No. 32

**For Support of the University of California From the General Fund**

Amount requested .....	\$45,360,346
Estimated to be expended in 1951-52 Fiscal Year .....	42,325,256
Increase (7.2 percent) .....	\$3,035,090

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$2,169,198	---	---	350	28
Operating expense .....	961,441	---	---	350	29
Equipment .....	155,872	---	---	350	30
Less:					
Adjustments .....	251,421	---	---	---	---
Total increase .....	\$3,035,090	---	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$45,360,346
Legislative Auditor's recommendation .....	44,860,346
Reduction .....	\$500,000

**ANALYSIS**

The budget request of \$45,360,346 is \$3,035,090, or 7.2 percent, higher than the estimated expenditure of \$42,325,256 for the 1951-52 Fiscal Year.

In spite of continued enrollment declines over the past several years, the support budget and the total expenditure budget of the university have continued their upward trend. The following table covers enrollment and expenditures for a six-year period:

Year	Enrollment	General Fund support	Total expenditures
1952-53 .....	30,194	\$45,360,346 <sup>1</sup>	\$59,125,751 <sup>1</sup>
1951-52 .....	33,127	42,325,256 <sup>1</sup>	56,608,087 <sup>1</sup>
1950-51 .....	37,251	37,125,325	51,817,269
1949-50 .....	41,794	31,835,342	47,982,821
1948-49 .....	41,974	26,202,052	44,665,346
1947-48 .....	41,299	19,316,204	37,847,319

<sup>1</sup> These figures may be low because a decision has not been reached concerning the 5 percent salary increase for academic employees effective July 1, 1951.

A large portion of the General Fund increase is justified on the basis of rising costs, salary increases, declining veteran enrollment, and the establishment of new professional schools. However, we do not feel that it is an unfair statement that every year, including the budget request for 1952-53, there are sizable amounts that are new services being added to the university budget.

The principal area in which this new service has accrued is in faculty staffing. The policy of the university is premised on the belief that the current decline in enrollments is temporary in nature so that if the university made corresponding reductions in its faculty and thereby lost many of the superior men recruited during the last few years, it would find itself with a weaker faculty when, within a short period of time, it would again be required to re-employ personnel. The result of this policy is that the university is in a position to offer greater research opportunities to existing faculty members. In this respect, the budget of the university does not parallel that of the state colleges, which have been forced to adjust the number of faculty positions in accordance with established ratios as enrollments have declined. With a university the size of the University of California and with the many recruiting advantages which the university has to offer to teachers in the way of research, cultural surroundings, climatic conditions, and academic prestige, it appears to be unrealistic to assume that the university cannot afford to make downward adjustments in faculty in view of the continued decline in enrollments. The problem of the university in this respect is no different from that of other state agencies. In fact, because of the reputation of the university and the disposition of qualified personnel generally to be willing to move from one major university to another, we cannot see the validity of the policy proposed. It is also reasonable to expect that a number of the members of the faculty will leave the university for positions in other universities, and these positions need not be filled unless they are in departments which would be reduced below the previously established standards of the university. This has been one of the principal reasons why the University of California outranks all other publicly supported universities and colleges in terms of educational standards. The university, from the academic standpoint, is now competing for honors with Harvard, Columbia, Chicago, Yale and Princeton, and as near as we are able to determine, probably ranks in second place among the universities of the Country.

While we agree that it is of great credit to the State to attempt to have the best university in the Country, we are also aware of the demand for increased financing of other state institutions and of the increasing burden on the taxpayers. It is our feeling that now that the University of California exceeds the standards of all other publicly supported universities in the Country, we should maintain high standards but not attempt to forge even further ahead.

The following table is illustrative of what has happened at the university in recent years. The following represent the equivalent of full-time

academic positions for the 1951-52 Fiscal Year, which information we requested and secured from the university:

<i>Academic position</i>	<i>Number (F.T.E.)</i>	<i>Amount</i>
Deans and directors	98.6	\$977,270
Professors	587.8	5,294,004
Associate professors	449.1	2,982,930
Assistant professors	644.6	3,369,540
Instructors	210.1	932,891
Associates	76.4	320,842
Assistants	22.2	69,745
Research associates	30.0	149,569
Research assistants	130.3	409,623
Teaching assistants	510.0	1,285,410
Lecturers	260.2	1,160,542
Clinical	40.4	208,958
Agricultural extension	357.2	2,102,457
Specialized positions	242.9	1,181,968
<b>Total</b>	<b>3,659.8</b>	<b>\$20,445,749</b>

The above table indicates that the university has been able to establish a high proportion of high level academic positions in relation to instructors, associates, and assistants. Although this relationship would be the expected result of any serious retrenchment in faculty where retrenchment would affect the lower academic ranks first, it should be pointed out that the university has not been confronted with the necessity for any retrenchment, but on the other hand, has been provided with successively increased amounts for total support and General Fund support in the face of successively decreasing enrollments.

Our recommendation of a reduction of \$500,000 in the university budget is admittedly an arbitrary amount designed to minimize an expanded level of service. However, we feel that the amount of reduction which we have suggested is not unreasonable in respect to the present budget requests. In the present total expenditure request of \$59,125,751, this proposed reduction would still permit an increase of \$2,017,664, or 3.6 percent, over estimated expenditures for 1951-52.

**Department of Education  
HASTINGS COLLEGE OF LAW**

ITEM 109 of the Budget Bill

Budget page 352  
Budget line No. 7

**For Support of Hastings College of Law From the General Fund**

Amount requested	\$7,000
Estimated to be expended in 1951-52 Fiscal Year	7,000
<b>Increase</b>	<b>None</b>

**RECOMMENDATIONS**

Amount budgeted	\$7,000
Legislative Auditor's recommendation	7,000
<b>Reduction</b>	<b>None</b>

**ANALYSIS**

The amount budgeted includes only the annual appropriation of \$7,000 interest on the original endowment which the State makes to the college

under the provisions of Sections 20152 and 20153 of the Education Code. These sections are as follows:

"20152. The sum of 7 percent per annum upon one hundred thousand dollars (\$100,000) shall be appropriated annually by the State and shall be paid in semiannual payments to the directors of the college.

"20153. If the State fails to pay to the directors of the college the sum of seven thousand dollars (\$7,000) annually, pursuant to Section 20152, or if the college ceases to exist, the State shall pay to the heirs or legal representatives of S. C. Hastings, the sum of one hundred thousand dollars (\$100,000), and all unexpended accumulated interest, unless the failure is caused by mistake or accident, or the omission of the Legislature to make the appropriation at any one session."

We recommend that the amount of \$7,000 be approved as requested.

#### BOARD OF CONTROL

ITEM 110 of the Budget Bill

Budget page 354

Budget line No. 6

#### For Support of the Board of Control From the General Fund

Amount requested .....	\$21,445
Estimated to be expended in 1951-52 Fiscal Year .....	20,944
Increase (2.4 percent) .....	\$501

#### Summary of Increase

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$121	\$121	---	354	41
Operating expense .....	829	529	\$300	354	55
Equipment .....	449	449	---	354	58
Total increase .....	\$501	\$201	\$300		

#### RECOMMENDATIONS

Amount budgeted .....	\$21,445
Legislative Auditor's recommendation .....	21,445
Reduction .....	None

#### ANALYSIS

The amount of \$21,445 requested for the Fiscal Year 1952-53 represents an increase of \$501 or 2.4 percent over estimated expenditures for 1951-52.

The net increase of \$121 in salaries and wages is the result of merit salary adjustments. Operating expenses are scheduled to increase in the amount of \$829. Of this total, an additional \$500 is requested for accountant services to audit claims. The estimated increase in the number of claims justifies the additional amount requested. An amount of \$300 is requested for travel to provide for Board of Control meetings in Los Angeles at least twice a year. This is a new service but one we feel is justified because of the number of claims originating in that area. The balance of the increase in operating expenses is for minor price adjustments.

The amount requested for equipment is in order.

We recommend approval of this item as submitted.