

Understanding the CIG: Approved Programs

February 2012



Webcast Agenda

- ◆ Touring the CIG – how to log in and navigate the redesigned system.
- ◆ Approved Programs – looking up the approved teacher preparation and single subject matter programs for your institution.
- ◆ Filling out your CWIP forms.
- ◆ Handling discrepancies.
- ◆ Important ways to keep in contact.



Touring the New CIG



Touring the CIG

- ◆ In 2002, the Credential Handbook was replaced by a new online version called the CIG
- ◆ The CIG was created to improve communication by providing the most current information to the field



Touring the CIG

Then, in 2011.....

CIG2 was born!

This much anticipated update to the CIG was produced to provide a more easily navigated web experience for CIG users.



Accessing the CIG

To access the CIG, do the following:

1. Type in the following link:
http://www.ctc.ca.gov/credentials/cig2/cig_toc.html
2. A box will appear labeled "Enter Network Password"



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Accessing the CIG (cont.)

3. Enter the following:
 Username: cig2011
 Password: ctcguide

Note: Please do not distribute the address, user name or password to the public as it is exclusive to the field and the Commission staff.

4. Click box to save your password
 *Contact CIG2@ctc.ca.gov if you are unable to log on.



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How to Read the Approved Programs Listing on the CIG



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The Public View vs. CIG View

- ◆ The public gets a very limited view of the currently approved programs.
- ◆ The CIG provides dates, past approvals, withdrawals, inactive programs, and more.



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Approved Single Subject Matter Programs

- ◆ CIG view shows:
 - Approved date
 - Whether they are Pre-2042 or 2042
 - Expiration dates
 - Type of Expiration
 - ◆ Inactive
 - ◆ Withdrawn
 - ◆ Expired Standards



Approved Professional Preparation Programs

- ◆ CIG view shows, in addition to the public view:
 - Approval, expired, withdrawn and inactive dates
 - English Learner Date (if applicable)
 - The number of record entries for each credential type
 - Intern & BCLAD if applicable
 - Subject Areas – Single Subject only



Subject Matter Preparation Programs – How to Read

- ◆ Subject Matter Preparation Programs are usually undergraduate courses of study completed before candidates begin teacher preparation programs.



Link to Contact information for California Polytechnic State University, San Luis Obispo (opens in new window.)

Approved programs for California Polytechnic State University, San Luis Obispo

- 0 Multiple Subject Credentials
- 2 Single Subject Credentials
- 0 General Education (MS/SS)
- 5 Education Specialist
- 0 Education Specialist: Added Authorizations
- 0 Designated Subjects
- 1 Specialist Credentials and Certificates
- 2 Administrative Services Credentials
- 1 Pupil Personnel Services Credentials
- 0 Other Related Education Specialist Services Credentials
- 0 Other Services Credentials

Multiple Subject Credential	Expired/Withdrawn/Inactive	Accreditation Date	Internship/District Intern option	BC/LAD
RYAN	Expired 12/2007	6/1998	Intern	SPANISH
RYAN	Expired 12/2007	1/2001		
2042		8/2003		
2042		3/2004		SPANISH
RYAN	Expired 12/2007	6/1998	Intern	SPANISH

Single Subject Credential	Expired/Withdrawn/Inactive	Accreditation Date	Internship/District Intern option	BC/LAD	Methodologies
2042		8/2003			Agriculture, English, Mathematics, Physical Education, Science, Social Science
RYAN	Expired 12/2007	6/1998			


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Education Specialist	Expired/Withdrawn/Inactive	Accreditation Date	English Learner	Internship/District Intern option	Level 1	Level 2	Preliminary
Education Specialist: Clear		4/2011					
Education Specialist: Deaf and Hard of Hearing	Inactive 8/2010	8/1997			Yes		
Education Specialist: Deaf and Hard of Hearing	Withdrawn 8/2009	10/1998	6/2007			Yes	
Education Specialist: Early Childhood Special Education	Inactive 8/2010	8/2008	6/2007	Intern	Yes		
Education Specialist: Early Childhood Special Education		5/2000	6/2007			Yes	
Education Specialist: Early Childhood Special Education		8/2010		Intern			Yes
Education Specialist: Mild/Moderate	Inactive 8/2010	6/2002	6/2007	Intern	Yes		
Education Specialist: Mild/Moderate		10/1998	6/2007			Yes	
Education Specialist: Mild/Moderate		11/2010		Intern			Yes
Education Specialist: Moderate/Severe	Inactive 8/2010	6/2001	6/2007	Intern	Yes		
Education Specialist: Moderate/Severe		10/1998	6/2007			Yes	
Education Specialist: Moderate/Severe		8/2010		Intern			Yes
Education Specialist: Physical and Other Health Impairments	Inactive 8/2010	8/2008	6/2007	Intern	Yes		
Education Specialist: Physical and Other Health Impairments		10/1998	6/2007			Yes	
Education Specialist: Physical and Other Health Impairments		8/2010		Intern			Yes
Education Specialist: Resource Specialist	Withdrawn 11/2005	7/1994					
Education Specialist: Visual Impairments	Inactive 8/2010	8/2008	6/2007	Intern	Yes		
Education Specialist: Visual Impairments		10/1998	6/2007			Yes	
Education Specialist: Visual Impairments		8/2010		Intern			Yes


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How to fill out the CWIP form (feel free to change this title)


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Withdraw, Go Inactive & Resolve CIG Discrepancies



Withdrawal versus Inactive

- ◆ Withdraw
 - Program will no longer be offered.
 - The institution must go through initial program review (IPR) and be approved by the committee on Accreditation (COA) if they want to offer the program again.



Withdrawal versus Inactive

- ◆ Inactive Programs
 - Program is no longer accepting new candidates.
 - Will participate in modified accreditation activities as determined by the COA.
 - Must undergo a reactivation process or be withdrawn after 5 years.



Withdrawn Versus Inactive

- ◆ For specific details on withdrawing or going inactive see the Accreditation Handbook:
 - <http://www.ctc.ca.gov/educator-prep/accred-handbook.html>
 - Chapter Three: Institutional and Program Approval



Discrepancies

- ◆ Email Kathryn Polster kpolster@ctc.ca.gov to report inaccuracies in the CIG.
- ◆ We will review the listing and make updates as necessary.



Discrepancies

- ◆ Include the following:
 - Institution Name
 - Program (Include if the program is Subject Matter or Professional Preparation)
 - Reason for inaccuracy
 - ◆ Institution has never had the program
 - ◆ Program should/shouldn't show as inactive/withdrawn
 - ◆ Intuition has been approved for a program that doesn't appear on the CIG.



Keep Us Informed: Update Contact Information

- ◆ It is the institution’s responsibility to keep their contact information up to date.
 - Review PSA 11-01: <http://www.ctc.ca.gov/educator-prep/PS-alerts/2011/PSA-11-01.pdf>



Keep Yourself Informed

- ◆ Sign up for the PSD e news – Information from PSD on a bi-weekly basis including program sponsor alerts (PSA): PSD-news-subscribe@lists.ctc.ca.gov
- ◆ Commission’s Subscriber Mailing List- Receive coded correspondence, news letters, press releases, etc: NewsList-subscribe@lists.ctc.ca.gov



Subscribing to CAWNews

To receive up-to-date information regarding CAW’s policies and procedures, send an e-mail to:

1. cctclists@lists.ctc.ca.gov
2. type Subscribe CAWNews in the subject line
3. send!



CAWNews Subscriber Mailing List

Through the Listserv E-mail System, you will receive:

- Credential Information Alerts
- Workshop Information
- Other Information Exclusive to Credentialing



Questions? We are here to help!

- ◆ Difficulty logging onto the CIG: CIG2@ctc.ca.gov
- ◆ Discrepancies with the programs listed on the CIG: kpolster@ctc.ca.gov
- ◆ CWIP form help: ctconline@ctc.ca.gov


