

ACN

Assessment Council News

Newsletter of the IPMA Assessment Council

August 2001

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IPMAAssessment
Council

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The IPMAAC Conference

by T.R. Lin



Kudos and special recognition and appreciation go to Bronda Silva and Kadee Gonzales, Program Committee Co-Chairs; Craig Haines, Host Committee Chair; and members of both committees. The 25th Annual IPMAAC Conference on Professional Personnel Assessment in Newport Beach, California was a monumental success—what a great way to launch assessment into the 21st century! The largest turnout in recent years—233 individuals strong—created active, participative sessions and contributed ideas at the encouragement

of speakers who provided the solid content base of each topic. I would also like to thank WRIPAC, PTC/SC, and PTC/NC for sponsoring both speakers and events, including receptions and the ice cream break; MAPAC for sponsoring a speaker; and CPS and Sigma Data Systems, Inc. for sponsoring social breaks.

Election Results

Congratulations to Harry Brull, our new President-Elect; and Jennifer French and Martin Anderson, newly-elected Members of the Board, whose three-year terms start in 2002.

Applied HRM Research

Under authorization from the Board of Directors and after nearly one year of preparation, Professor Mike Aamodt is nearing completion in the development of an on-line journal to be called “Applied HRM Research.” This on-line journal is a partnership between Radford University and IPMAAC and will include regular articles as well as short validation reports. The first issue should be out soon.

Training

Up-to-date material is almost ready for the three core IPMAAC training classes: T&Es, Oral Exams, and Exam Planning. Mike Willihnganz, the Training Committee Chair, is working closely with the IPMA Professional Development Committee to ensure that our core training material will be used in the selection-related classes within the new IPMA Professional Development Training Program.

Newsletter Format

As I noted in my previous message, the issue of whether or not we should consider the e-ACN or maintain the current hard-copy format was carefully discussed at the June Board meeting. The Board considered the opinions from

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President's Message continued from page 1

the IPMA staff, the budget, the efficiency, and the traditional value of the paper format. The Board has decided, for the rest of this year, the *ACN* will be published in both formats: the traditional hard copy and the electronic version. Beginning in 2002, the *ACN* will be published in electronic format for members who have e-mail addresses. For those members without access to an e-box, IPMA staff will provide the *ACN* to them by fax.

Clyde Lindley Memorial Services Award

The 2001 Clyde Lindley Memorial Services Award went to Beverly Waldron, Manager of Employment & Training, our *ACN* Editor for the last six consecutive years, and a current member of the Board. She has served in numerous capacities on committees for IPMAAC in the past, including Host Committee Chair and *ACN* Associate Editor. If you recall, Bill Waldron received the same award a couple of years ago. I congratulate and salute both of them!



Membership Survey

In 1999 we conducted a membership survey and the results were reported in the February 2000 *ACN*. Kristine and I have reviewed all the comments received and worked them into our strategic plans. We are planning another survey toward the end of this year so that Donna Denning, the next President, will benefit from your input as we did.

Last, but not least, it is a pleasure to congratulate Karen Coffee, Mike Willinghanz and Paul Kaiser on their recent promotions and new assignments. Mike is now the new Chief of Policy Division and Karen is the new Chief whose responsibilities include oversight of training, civil rights, exam services, bilingual services, and test validation and construction. Mike and Karen both work for California State Personnel Board. Paul's new job title is Director of Civil Services Commission Operations for the State of New York.

I hope you have had a great Summer! —ACN

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From the Editor

by Beverly Waldron

It was great to see so many of you in California. I'm sure you will agree that it was a wonderful conference. The social events were fun and provided everyone with a chance to see old friends and make a few new ones. The program was packed with great sessions. I overheard more than one individual "complain" that there were so many good sessions that they didn't know which to attend...

For those of you who were unable to attend (and even those of you who were), some of the presentations are available at ipmaac.org. We hope to add more to the website. (Hint. Hint. If you presented at this year's conference and haven't sent your presentation for posting on the web site it is not too late. We want to get as many presentations as possible.)

I'd like to take a little space to let you know about some changes in the *ACN*, membership, and our annual conference.

Changes to the *ACN*

If you are reading this on your computer, you already have an idea of the changes coming to the *ACN*. If you are reading this in the paper version it means we probably don't have a correct e-mail address for you. Beginning with this issue the *ACN* will now be e-mailed to members as a "PDF" (Adobe Acrobat) file. You can read it on your computer screen or print it out and read the hard copy. We know that it won't be on the nice gray paper or in the convenient "booklet" format but we feel that the loss of these two items is a more than fair tradeoff to the benefits of an electronic format. Some of those benefits include: much faster delivery, tremendous monetary savings (paper, printing & postage), and removal of some of the restrictions of the paper format (use of color and content that must be a multiple of 4 pages long.) To ease the transition and make sure we get it right we will be sending both formats for the remainder of 2001. So you will get both an electronic and paper version for August, October and December. Beginning with February 2002 you will only receive the electronic form.

This means we need accurate contact information for you. If you did not receive an electronic copy of this newsletter it means we probably don't have the correct e-mail address for you. Please complete the enclosed form with correct information and e-mail (ksheets@ipma-hr.org) or fax ((703) 684-0948) the completed form to Kelli Sheets at IPMA. If you do not have an e-mail address we will fax the *ACN* to you so please make sure that we have a correct fax number for you.

Note: you will need a copy of the Adobe Acrobat Reader installed on your computer to read or view the *ACN* file. If you do not already have a copy of the Adobe Acrobat Reader installed on your system you can find a

copy by going to the IPMAAC site (www.ipmaac.org). If you look under the "Documents and Files" link you will find another link to the "Reader."

Changes to Membership

As you probably know, IPMA is in the process of making some changes to its membership structure in order to provide better service to its members. These changes will have minor or no impact on IPMAAC members who are individual members of IPMA. However, those IPMAAC members who "piggyback" their IPMAAC membership on the back of their agency's IPMA membership may be affected.

IPMA has changed its Agency membership plans. An organization with an Agency membership is required to designate specific individuals who are covered by the Agency membership. (There are several "levels" providing for varying numbers of employees to be designated.) If you are designated under your agency's membership plan you will still be able to "piggyback" your IPMAAC membership onto the Agency membership. If you are not designated, you or your agency will have to pay for an additional or individual IPMA membership in addition to your IPMAAC membership. Please check with your organization to see if these changes will impact your membership with IPMAAC.

Changes in the Conference

We are making a slight change to our conference "pattern." In recent years the conference has had a day of workshops followed by 3½ days of conference program. In most years, the day of workshops was held on a Sunday with the conference Monday thru noon on Thursday. The conference is also typically held in early to mid June.

Beginning in 2002, the conference will have one day of workshops followed by 2½ days of conference program. For 2002, the conference was also moved to late June/early July in order to obtain better room rates in New Orleans, the 2002 conference site. This means workshops will be on Sunday, June 30th and the conference program will run from Monday, July 1st thru noon Wednesday, July 3rd. Attendees will be able to fly home Wednesday afternoon to be home for the 4th of July or take advantage of the holiday to spend a few extra days in the Big Easy. Remember, it is never too early to start thinking about a trip to New Orleans! IPMAAC members always seem to have a great time there.

I hope you enjoy the rest of your summer and this issue. As always, I look forward to hearing from you in the near future. —*ACN*

Word Play

The *Washington Post's* Style Invitational recently asked readers to take any word from the dictionary, and supply a new definition. Here are some recent winners:

Intoxication: Euphoria at getting a tax refund, which lasts until you realize it was your money to start with.

Reintarnation: Coming back to life as a hillbilly.

Foreplay: Any misrepresentation about yourself for the purpose of getting laid.

Giraffiti: Vandalism spray-painted very, very high.

Sarchasm: The gulf between the author of sarcastic wit and the person who doesn't get it.

Inoculatte: To take coffee intravenously when you are running late.

Hipatitis: Terminal coolness.

Osteopornosis: A degenerate disease. (this one got extra credit)

Karmageddon: It's like, when everybody is sending off all these really bad vibes, right? And then, like, the Earth explodes, and it's like, a serious bummer.

Glibido: All talk and no action.

Dopeler effect: The tendency of stupid ideas to seem smarter when they come at you rapidly.

And, the pick of the literature:

Ignoranus: A person who's both stupid and an a*****.

This play with words interested Paul Kaiser and inspired him to do some playing of his own. With the help of a few friends and associates Paul played with words related to assessment. Paul and Kris Smith used their new words as part of a presentation made at this year's conference. We thought you might enjoy this lexicon so it is included below. They did take a few liberties with the rule of only adding, subtracting, or changing one letter but we think you will agree that their efforts were worth the slight twisting of the rule.

Supplemental Glossary for Standards for Educational and Psychological Testing

psychometricks: test-development tips

relieability: talent for repeating a falsehood with little variation

cognitive test: measures how closely one thinks like the inhabitants of a region

palidation: pre-testing on your friends

content validation: satisfaction that a test is doing its job

crytearion validation: arriving at low predictive coefficients

constrict validation: meets really, really tight requirements

metanalysis: encountering a reasoned report on a test, as, "I never metanalysis I didn't like."

KR20: she can't drink until her next birthday

test spacification: how well a test distributes candidates along a continuum

pubic policy: the rules, regulations and procedures one establishes with respect to one's privates

stateistics: figures above local level but below national

construct irreverence: having little respect for the construct being measured

test accomodeation: allowing candidates to take frequent restroom breaks

splat-half reliability coefficient: utilizes only those items on which the candidates fell on their faces

doculamentation: The feeling that occurs when the Department of Justice asks for the documents related to your test.

We would also like to challenge you to help us add to this list. Please do your own word play and send us the results (e-mail: acn@ipmaac.org or fax: (727) 464-3680). We will publish them in the *ACN* and add them to a special dictionary at the IPMAAC web site. —ACN



See you in New Orleans



**Sunday, June 30 - Wednesday, July 3
2002**

**IPMAAC
2002**

If you are interested in helping with the Program or the Host Committee please contact Donna Denning at ddenning@per.lacity.org or (213.847.9134)

Technical Affairs

by Mike Aamodt, Associate Editor

This month's technical affairs column contains an article by Dave Cohen discussing the definition of a job applicant. If your organization doesn't have formal criteria for what constitutes an applicant, or if you use the terms "applicant" and "candidate" interchangeably, the article is a must read. Dave is the resource person I have found to be the most knowledgeable about pay equity and dealing with the OFCCP. Following Dave's article is another piece of HR humor.

Several readers have contacted me regarding the status of *Applied HRM Research* and the short statistics book that were mentioned in the *ACN* about a year ago. *Applied HRM Research* is an on-line journal sponsored by IPMAAC and Radford University. We are behind in getting out the first issue, but we anticipate it being ready in September. You will be able to access the journal through the IPMAAC web page (www.ipmaac.org) or by going directly to the journal (www.radford.edu/~applyhrm). Please visit the journal's web site and consider submitting an article or a brief validity study. If you are interested in reviewing articles for the journal, please let me know at maamodt@radford.edu.

The statistics book is also behind schedule, but we are getting close to completion. For those of you who volunteered to review drafts of the text, I hope to have those to you in September. Hopefully we will be able to give you ordering information in the October or December issue of the *ACN*.

Who is Considered to be an Applicant When Conducting Adverse Impact Analyses?

by David B. Cohen, DCI Consulting Group

To conduct an adverse impact analysis, one needs the demographic information (race/ethnicity and gender) for each "applicant" who applies to the organization. A question asked by many organizations is "At what point does somebody become an applicant; and how do we collect the demographic data from him or her to conduct the adverse impact analysis?" This question has caused tremendous controversy between employers and federal civil rights agencies.

The federal government currently defines an applicant as any person who expresses an interest in an employment position, regardless of his/her qualifications. Because employers are required to solicit the race and sex of each individual deemed an applicant, they are being faced with impossible and unrealistic demands. With the inception of the internet and use of increasingly resourceful recruitment practices, an employer might receive expressions of interest from a multitude of sources. For example, an employer might get job seekers from Internet recruitment sites, a company web-site, email, faxes, snail mail, walk-ins, employee referrals, career fairs, university career centers, employment agencies, executive recruiters, and temporary placement firms. Because any given job opening could result in thousands of individuals who meet the federal government's definition of an applicant, the challenge is to develop policies and procedures that are both practical from an implementation standpoint as well as acceptable to government standards. Before meet-

ing such a challenge, it is important to understand why the demographic information of all applicants is of such importance to the Federal Government.

The Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) is the federal agency that is at the forefront of this applicant issue. The OFCCP enforces federal contractor compliance under Executive Orders 11246 & 11375 that require federal contractors and subcontractors with 50 or more employees and a federal contract of \$50,000 or more to develop a written affirmative action compliance program for each of its establishments. These affirmative action plans and required data must be updated at least annually and findings of non-compliance or discrimination may result in federal contract debarment as well as hefty back-pay settlements.

As part of the affirmative action requirements, contractors must perform in-depth analyses of their total employment process to determine whether and where impediments to equal employment opportunity may exist (41CFR 60-2.17). At a minimum, the contractor must evaluate personnel activity (applicant flow) to determine whether it results in disparities in employment or advancement of minorities or women. Typically, adverse impact analyses are utilized to investigate these practices (the technical affairs column in the June, 1996 *ACN* contains a good discussion on computing adverse impact. You can access this article through the IPMAAC web — www.ipmaac.org).

Because there are no specific laws or regulations that detail the applicant process or identify how and when self-identification should occur, the OFCCP has historically referred to the *Uniform Guidelines on Employee Selection Procedures* — Question and Answer #15. The OFCCP and EEOC (Equal Employment Opportunity Commission) jointly published the *Uniform Guidelines on Employee Selection Procedures* on March 2, 1979. Although these procedures are not law, they are used as a reference by the courts and civil rights enforcement agencies when a case involves either selection or testing. Soon after these guidelines were published, the Office of Personnel Management and the United States Department of Justice published the *Questions and Answers to Clarify and Provide a Common Interpretation of the Uniform Guidelines on Employee Selection Procedures* that specifically addressed the question of “Who is an Applicant.” The response in Question and Answer #15 is as follows:

Q. What is meant by the terms “applicant” and “candidate” as they are used in the Uniform Guidelines?

A. The precise definition of the term “applicant” depends upon the user’s recruitment and selection procedures. The concept of an applicant is that of a person who has indicated an interest in being considered for hiring, promotion, or other employment opportunities. This interest might be expressed by completing an application form, or might be expressed orally, depending upon the employer’s practice.

Interestingly enough, the OFCCP has focused primarily on the second sentence while choosing to ignore the first.

The response continues:

The term “candidate” has been included to cover those situations where the initial step by the user involves consideration of current employees for promotion, or training, or other employment opportunities, without inviting applications. The procedure by which persons are identified as candidates is itself a selection procedure under the Guidelines.

A person who voluntarily withdraws formally or informally at any stage of the selection process is no longer an applicant or candidate for purposes of computing adverse impact. Employment standards imposed by the user which discourage disproportionately applicants of a race, sex or ethnic group may, however, require justification. Records should be kept for persons who were applicants or candidates at any stage of the process

Over time, the OFCCP began to realize that the definition of an applicant used by most organizations was limited to those individuals who had been selected for

an employment interview. Typically, when the individual shows up for the interview, he/she is given an employment application to fill out with a voluntary self-identification form. This self-identification form often indicates that the company is a federal contractor and is required to solicit the race/ethnicity and gender information of its applicants. This conservative applicant definition generated a very small applicant pool with a low ratio of applicants-to-hires. OFCCP routinely challenged contractors on this definition because it did not include all of the individuals who were screened out prior to the interview stage.

In November of 1999, the OFCCP made an example of the Boeing Corporation, the largest federal contractor in the United States. Boeing, much like other companies, had been collecting the race/ethnicity data from only those applicants who were interviewed. In an attempt to modify this applicant procedure, the OFCCP required Boeing to enter into a four-year conciliation agreement in which they would adopt a definition of an applicant that was more in line with what the OFCCP had interpreted from the Questions and Answers section of the Uniform Guidelines. After a long heated battle, Boeing agreed to define an applicant as anybody who expresses an interest in an open position with the company. Specifically, the conciliation agreement spells out the applicant process as follows:

Part V: General Prospective System Changes

(2-(a)) Boeing agrees to maintain and have available for inspection all records, including written or electronic resumes, for each individual who expresses an interest in employment at Boeing. These records shall include any submissions by incumbent employees responding to the posting of a vacant position by Boeing. Boeing will consider these individuals as “Boeing Applicants” for purposes of studying the possible adverse impact of its selection criteria.

(2-(e)) Boeing agrees to make a good faith effort to track the race or ethnic group and gender of all individuals who express an interest in employment with the company. Boeing agrees that it will implement a procedure to seek such identification at the time an individual first expresses (emphasis added) an interest in employment at Boeing. The Self-Identification Procedure may employ an electronic or paper “tear-off” form, post-card survey, or other comparable method of soliciting race or ethnic group and gender identification.

In addition, Boeing agreed to develop and install an extensive electronic system to maintain the race/ethnicity and sex of each individual that expresses an interest in an open position. Prior to the Boeing conciliation agreement, the OFCCP attempted to revise the Executive Order regulations to include a definition of an applicant that fit more closely to the one imposed on Boeing. For the

OFCCP to make such changes to its regulations, approval is required from the Office of Management and Budget (OMB). The OMB reviews the request in accordance with the Paperwork Reduction Act and determines the amount of time and money this new requirement would impose on employers.

The OMB has repeatedly refused to endorse any interpretation of the Uniform Guidelines that would require contractors to solicit the gender, race/ethnicity of all job seekers. For example, in October 1999, the OFCCP formally proposed to explicitly require contractors to consider all job seekers as applicants when completing the new EO Survey. However, on July 31, 2000, the OMB formally rejected that interpretation of applicant and directed EEOC to study that issue and submit a proposal in that regard by December 2001. On January 5, 2001, OMB notified OFCCP in writing that "the issues of the definition of applicant and employer obligation to solicit race and gender information on applicants is still being discussed by OMB, DOL and EEOC" and thus refused to accept the OFCCP's efforts to expand the definition of an applicant.

Until the EEOC proposes, and OMB officially endorses, a definition of an applicant for purposes of requiring contractors to solicit gender/race/ethnicity of job seekers, OFCCP cannot reasonably require employers to make significant and costly changes in its applicant tracking procedures. Finally, the OFCCP made major revisions to its current regulations, which became effective on December 13, 2000. Within these new regulations the OFCCP codified a loose reference to the issue of an applicant. The new regulation states the following:

(41 CFR - 60-1.12) Record Retention

For any record the contractor maintains pursuant to this section, the contractor must identify: where possible (emphases added), the gender, race, and ethnicity of each applicant.

The term applicant has not been officially defined within the new regulations. In addition, the term "where possible" was a placeholder into the regulations until a final ruling by the Office of Management and Budget (OMB) was set. Therefore, we are still in a state of flux until a ruling on the applicant process is finalized.

A Proposed Definition of an Applicant

As part of my consulting practice, I help employers develop applicant policies and procedures that not only comply with federal laws and regulations, but that are practical as well. Following is a "Definition of an Applicant" as well as policies and procedures that have been successfully implemented and that have been acceptable in OFCCP compliance reviews.

Definition of an Applicant: A job seeker is deemed an applicant and is solicited demographic data from when he/she:

- Expresses an interest,
- In an open position, and
- Meets the minimum qualifications for that position.

Those individuals who are not considered applicants and thus can be removed from the adverse impact analysis includes job seekers who:

- remove themselves from consideration (finds another job, withdraws application, finds pay too low, does not like the kind of work, etc.) is no longer an applicant for purposes of conducting adverse impact analyses. (Q&A #15 from the Uniform Guidelines)
- fail to complete all of the employer's application requirements, such as completing an application, appearing for interview, etc.
- apply after the active consideration period has expired
- specifically apply for a particular job (responds to specific openings, or states kind of position they want on the application or resume) other than the job in question
- express an interest in a position for which the organization has no current opening (unsolicited resumes)

Applicant Procedure

Following is an applicant procedure developed for one organization.

Step 1: Notify Human Resources Department

The Human Resources Department is notified that a position has become available in the Company.

Step 2: Complete Requisition Form

The human resources department/department manager fills out a requisition form that lists the knowledge, skills, abilities, educational requirements and other specific background required to perform the job as well as a brief overview of the position.

Step 3: Internal/External Job Posting

The organization posts the job internally so that internal candidates may formally apply for the open requisition. A job posting form is utilized which lists the required knowledge, skills, and abilities needed to perform the job. The job posting forms are put on internal bulletin boards, which are strategically placed within the facility. All internal job seekers that are interested in being considered for the position must complete an inter-

nal job bid within 7 days of the posting. If the position cannot be filled internally, the organization will search externally for a viable candidate. Alternatively, an external search may be initiated during the internal posting period.

Step 4: Posting with State Job Service

Once an external search is initiated, a job posting listing the required knowledge, skills, and abilities needed to perform the job is then sent to the state job-service, which then lists a brief job description and the skills required to fill the position. The HR department may enter individual job openings on America's Job Bank directly over the Internet. Information entered in this way will be sent directly to the appropriate State Job Service local office. America's Job Bank and instructions on entering job openings is located at the following web address: <http://www.ajb.org>. All jobs are posted with the exception of positions lasting three days or less, certain executive and top management positions, and those expected to be filled from within the organization.

Step 5: Recruitment Sources

The organization then utilizes its external recruiting sources to advertise for the open position. This may include, but is not limited to, the local paper, the Internet, career fairs, and targeted recruitment resources. All external advertisements require applicants to reference the requisition code for the open position. In addition, applicants are notified that they must apply for the position by a specified date. All expressions of interest after the specified date will not be considered for employment.

Step 6: Self Identification

All applicants that send in a resume that reference a specific requisition number and are deemed minimally qualified are then sent, via mail or email, a self-identification card. In order for an applicant to be deemed minimally qualified, he/she must possess the required knowledge; skills, and abilities needed to perform the job. These requirements will be listed on a detailed job posting form. Self-identification cards that are completed and returned to the HR department will be logged into an applicant tracking spreadsheet. In addition, all job seekers that fill out an application as a walk in will be given an application form that has a self-identification form enclosed.

If you have any comments or questions about this article, you can contact Dave at: DCI Consulting Group Inc., 1405 Rhode Island Ave NW, Washington, DC 20002; Phone: 202-265-2753; Email: david.cohen@dciconsult.com; Website: dciconsult.com

HR Humor

Downsizing at the North Pole

Donner and Blitzen have decided to take advantage of Santa's early retirement program. They will not be replaced due to the enhanced performance by Dasher and Dancer, as well as the opportunity to reduce airborne environmental emission for which the North Pole has been receiving unfavorable press.

The retirement of Donner and Blitzen comes at a particularly good time as the North Pole has been losing market share in the gift distribution business. The home shopping channels along with enhanced efforts by many in catalogue sales have resulted in increased competition and an erosion of the North Pole profit picture.

Therefore, in addition to the departure of Donner and Blitzen, the following changes to the Twelve Days of Christmas Subsidiary will be effective immediately:

- One of the two turtle doves must go. The redundancy is not cost effective and we cannot encourage office romances.
- To increase diversity, we will recruit a bird from an Asian country to replace one of the three French hens.
- The four calling birds will be replaced by an automated voice mail system, with a call waiting option. We are currently analyzing who the birds have been calling, how often they have been calling, and how long they have stayed on the phone. Further efficiencies are anticipated.
- The five golden rings are likely to change since holding one commodity in today's fluctuating market is a bad idea.
- The ten geese-a-laying will be asked to contribute more to their own medical plan as maternity expenses and FMLA costs have skyrocketed.
- Eleven pipers piping and twelve drummers drumming is a simple case of the band getting too big. They will be replaced by a string trio.

Mike Aamodt, a Professor of Psychology at Radford University serves as our Associate Editor for the Technical Affairs column and as our unofficial humor editor. If you have a technical question you want answered/discussed, wish to comment on this month's article, or want to share a humor item please contact Mike. He may be reached by email (maamodt@runet.edu), phone 540-831-5513 or fax 540-831-6113.—ACN

IPMAAC Across the Nation – News of the Councils

by *Déonda Scott, Associate Editor*

Bay Area Applied Psychologists (BAAP)

On August 28, BAAP will present a panel discussion on Executive Coaching. Panel members will include Karen May, Maureen Burkley, and John Renner. Lynne Waldera of InMomentum will present her organization's iCulture Assessment at the November 7 meeting. The Annual Holiday Party will be held on December 13. BAAP sponsors a speaker once a quarter who delivers a presentation to BAAP members. The location varies, but the format involves networking from 6-7 p.m., followed by the speaker's presentation at 7 p.m. BAAP speakers are typically leaders in the field and deliver interactive presentations with plenty of group discussion. Check the website www.baaponline.org for the most current information on upcoming events, speakers, and topics.

Chicago Industrial/Organizational Psychologists (CI/OP)

CI/OP's annual dinner meeting featuring Nancy Tippins as the speaker took place on May 31. CI/OP generally has Friday afternoon sessions from 1:00 to 5:00 p.m. featuring several speakers addressing a topic. Visit their website at www.iit.edu/~ciop/.

Metropolitan New York Association for Applied Psychology (METRO)

METRO hosted a career day in March. On May 10, Tony O'Driscoll of IBM discussed "Organization Learning and Knowledge Management: Key Enabling Strategies in the e-Business World." Visit METRO's website at www.metroapppsych.com.

Mid-Atlantic Personnel Assessment Consortium (MAPAC)

MAPAC's Fall 2001 conference will take place from Oct. 10-12 in Harrisburg, PA at the PA Civil Service Commission. Lodging arrangements are through the Harrisburg Hilton and Towers. Please contact Elliot Lasson at 410-767-4928 or go to www.ipmaac.org for more information.

Minnesota Professionals for Psychology Applied to Work (MPPAW)

MPPAW's May program was a panel discussion of work/life balance issues from the perspectives of Amy Gage, (journalist), Beverly Mills-Nova (internal human resources professional) and Teresa Rothausen (Business professor and researcher.) Contact Sidney Teske for more information at Sid.Teske@co.hennepin.mn.us or (612)348-4443.

PTC/Arizona

PTC/A is planning to present a workshop on September 21, 2001 on Identification and Assessment of Basic Skills. More information will follow. For more information on this program or about PTC-AZ contact Vicki Packman, Salt River Project at 602-236-4595 or vspackma@srpnet.com.

PTC/Northern California

PTC/NC's upcoming Monthly Meetings include:

August 10th – H's Lordship's Restaurant, Berkeley

September 14th – Sacramento

October 12th – ½-day Training Conference, H's

Lordship's Restaurant, Berkeley

November 16th – Sacramento

December 14th – Holiday Program, location to be

announced

Information about the topics and speakers will be released soon. Contact Jessica Valdez (916) 653-1143 or jvaldez@spb.ca.gov or Shelley Langan at slangan@spb.ca.gov. You can visit their website at www.ipmaac.org/ptcnc for the latest information about PTC/NC's upcoming events and happenings.

PTC/Metropolitan Washington

PTC/MW's July meeting featured Julia McElreath, Susan Reilly, and Anthony Bayless of the U.S. Immigration and Naturalization Services (INS) presenting the topic "A Method for Understanding Some Consequences of Alternative Selection Batteries and Cut Scores." The topic and speaker for the July 11 luncheon meeting is TBA. Access PTC/MW's resource-rich website from IPMAAC Online! or contact Sara Mallory (703)385-3200 for information.

PTC/Southern California

PTC/SC holds a luncheon meeting at Luminarias in Monterey Park, CA each month. PTC/SC and its upcoming activities are listed on IPMAAC Online! For information regarding luncheon meetings, workshops, or membership contact Roxanne Cochran rcochran@hr.san-bernardino.co.ca.us. For information about conferences, contact Hollie Levy (213) 847-9140 or hlevy@per.lacity.org.

Western Region Item Bank

The Western Region Item Bank (WRIB) is a cooperative organization of public agencies using a computerized test item bank. Services include draft test questions with complete item history, preparation of "printer ready" exams, and exam scoring and item analysis. Membership includes 190 agencies nationwide. For more information, contact Kathryn Paget, (909)387-5575.

WRIPAC

WRIPAC will be sponsoring a training class on Performance Testing on September 12 at The Pines Resort in California. You can access additional information on WRIPAC through IPMAAC's website. The Western Regional Intergovernmental Personnel Assessment Council (WRIPAC) is comprised of assessment professionals from more than sixty small, medium, and large public agencies throughout the western United States. For more information, contact Mark Rau, (209)297-2335.

Déonda Scott is the Civil Service/Testing Manager for the City of Orlando. If you have regional organization news or an item to add to the calendar, please contact her by phone (407) 246-2061; fax (407) 246-2019; or email dscott@ci.orlando.fl.us. Snail-mail will eventually find her at the City of Orlando, 400 S. Orange Avenue, Orlando, FL 32802. -ACN

Upcoming International, National, and Regional Conferences and Workshops

(Some of the information in this calendar was reprinted with permission from the PTC/MW Newsletter which was compiled by Lance W. Seberhagen, Seberhagen & Assoc.)

September

- 12 WRIPAC. Training. Performance Testing. The Pines Resort, CA. Contact Kathryn Paget, 909-387-6086 or Kpaget@hr.co.san-bernardino.ca.us
- 14 PTC/NC. Meeting. Speaker and topic TBA. Contact Jessica Valdez (916) 653-1143 or jvaldez@spb.ca.gov or Shelley Langan at slangan@spb.ca.gov.
- 14-15 Hofstra University. Conference. "Knowledge Management and Organizational Learning." Hempstead, NY. Contact: Dr. Ira Kaplan, (516) 463-6298 or ira.kaplan@hofstra.edu.
- 17-19 Institute for Professional Education. Seminar. "Applied Multivariate Methods Using Popular Statistical Computing Packages." Washington, DC. Contact: IPE, (703) 527-8700 or info@ipeseminars.org.
- 21 PTC/A. Workshop. Identification and Assessment of Basic Skills. Contact Vicki Packman, Salt River Project at 602-236-4595 or vspackma@srpnet.com.

- 30-10/2 Development Dimensions International. International Congress on Assessment Center Methods. Frankfurt, Germany. Contact Cathy Nelson (412)257-3952 or ddiworld.com.

October

- 3-5 Society for Human Resource Management. Conference. "New Horizons in HR." Honolulu, HI. Contact: SHRM, (703) 548- 3440.
- 8-12 Human Factors and Ergometrics Society. Annual conference. Minneapolis, MN. Contact (310)394-1811.
- 10-12 Mid-Atlantic Personnel Assessment Consortium. Fall Meeting. Harrisburg, PA. Contact: Elliot Lason at (410) 767-4928 or elason@dbm.state.md.us.
- 12 PTC/NC. Meeting. Speaker and topic TBA. Contact Jessica Valdez (916) 653-1143 or jvaldez@spb.ca.gov or Shelley Langan at slangan@spb.ca.gov.
- 14-18 International Personnel Management Association. Annual Conference. Nashville, TN. Contact: IPMA, (703) 549-7100 or ipma.org.

November

- 7 BAAP. Meeting. Speaker Lynne Waldera of InMomentum will present the iCulture Assessment. San Francisco, CA. Contact Michelle Donovan (408)765-8308.
- 16 PTC/NC. Meeting. Speaker and topic TBA. Contact Jessica Valdez (916) 653-1143 or jvaldez@spb.ca.gov or Shelley Langan at slangan@spb.ca.gov.

December

- 3-5 Society for Human Resource Management. Conference. "Workplace Diversity: New Challenges, New Opportunities." San Diego, CA. Contact: SHRM, (703) 548-3440.
- 13 BAAP. Annual Holiday Party. San Francisco, CA. Contact Michelle Donovan (408)765-8308.
- 14 PTC/NC. Meeting. Speaker and topic TBA. Contact Jessica Valdez (916) 653-1143 or jvaldez@spb.ca.gov or Shelley Langan at slangan@spb.ca.gov.

Practice Exchange

by Ilene Gast, Associate Editor

This column highlights innovative assessment programs. If you are conducting a project that would interest the *ACN* readers, or if you know someone who is, please let me hear from you. I can be reached by phone at (202) 305-0590, by fax at (202) 305-3664, or electronic mail at ilene.f.gast@usdoj.gov or ifgast@aol.com.

Innovations in Assessment Award Winners Honored in Newport Beach, CA

IPMAAC honored its 2001 Innovations in Assessment Award recipients at the Annual Conference in Newport Beach, CA in June. This award recognizes individuals or teams for the development and application of an innovative personnel assessment tool or procedure. The award is open to any individual or group of employees in the personnel assessment field responsible for developing and applying an innovative assessment tool or procedure within recent years.

Top honors went to the Research and Development Branch of the Office of Human Resources and Development at the Immigration and Naturalization Service. The Branch was recognized for their work in developing, validating, and implementing a competency-based executive assessment process. The assessment system features a series of competency-based assessments that provide the INS Commissioner with information about the strengths and weaknesses of candidates being considered for senior manager and executive positions and that provide candidates with comprehensive diagnostic feedback. Dr. David Pollack, Director of the Research and Development Branch, accepted an engraved plaque on behalf of the Branch. In an invited address during the

award ceremony, Dr. Pollack described the INS's innovative executive assessment system. His presentation is available on IPMAAC Online.

The IT Job Profile Assessment Team of the Personnel Resources and Development Center at the U.S. Office of Personnel Management (OPM) received honorable mention. OPM developed a new, competency-based model for qualification standards for IT occupations. This model captures the full range of general and technical competencies required in IT occupations from the entry level to the senior expert level. To assist agencies with implementing a competency-based approach to selection, OPM provided pilot agencies with a new IT assessment strategy administered through the Internet. Ernest Paskey, the project director for the competency-based job profile initiative, accepted a Certificate of Merit on behalf of his team.

Both Dr. Pollack and Mr. Paskey will be describing their innovations more fully in upcoming articles in the Practice Exchange column in the Assessment Council News.

It's not too early to start thinking about submissions for the 2002 Innovations in Assessment Award. I know from working with the Practice Exchange, that many of you are involved in interesting and exciting projects. The March 2002 deadline will be here sooner than we would like to think. Please start thinking about your nominations now. Additional details will be provided in the Assessment Council News and IPMAAC Online. For more information about the award, please contact me by phone at (202-305-0590) or e-mail (ilene.f.gast@usdoj.gov). —*ACN*

Stephen E. Bemis Award – 2001

Comments at the 2001 IPMAAC Conference on Bemis Nominees

by Ted Darany

Please excuse the informality of the following written remarks. I am trying to recall and recapture my verbal comments and feelings that I shared at this year's IPMAAC conference about the six nominees for the 2001 Bemis Award.

I'm going to briefly discuss six wonderfully weird people. They are: **Ed Hane, Joel Wiesen, Marilyn Gowing, Reginald Goodfellow, Irwin Goldstein, and Paul Kaiser.**

These six have all been career-long do-ers and givers. They've helped to create or revitalize many organizations that we personally value such as IPMAAC, MAPAC, WRIPAC, the Personnel Testing Councils and others. They've created and enhanced cutting edge methods and capabilities throughout our field.

They've consistently and generously provided these advanced ideas and approaches to us in all sorts of media and methods. But just as importantly, these six nominees have not focused their efforts solely on the most advanced topics. They have also been ready to provide training and tutoring on the very basics of our field.

I strongly encourage you to review the nominating write-ups that are posted on the IPMAAC web site to learn more about our six nominees. But let me make a few observations, here.

Ed Hane was one of the founding forces and motivators of the Personnel Testing Council of Southern California. As most of us know, this PTC was the inspiration for the other PTCs that have developed across the country. And the PTCs have been a major force for furthering education and professionalism in personnel selection. Ed's consulting experiences are contributing to public and private organizations nationwide. And, he continues to be an active supporter and contributor to IPMAAC, PTC, SIOP, APA, and WRIPAC.

Joel Wiesen has worked in both the public and private sectors, and now runs his own consulting firm. That experience, his education and his sensitivity to what's needed (and really possible) has led him to frequently come up with novel solutions to long-standing selection problems. He has been a leader in IPMAAC and is willing to stick his neck out almost every year to offer an IPMAAC presentation or workshop.

Marilyn Gowing within IPMA, PRDC, the psychology community, and in consulting and now executive activities,



Paul Kaiser (left) receives the 2001 Bemis Award from former Bemis recipient Ted Darany as T.R. Lin (right) looks on.

she has been a leader, a catalyst and an enabler of other leaders. The thoughtful application of her skills and her graciousness are among the primary reasons for the early and continuing success of the IPMAAC organization. She has stood for professional standards while at the same time being in the middle of some of the most interesting innovation.

Reginald Goodfellow has received international honors

for his accomplishments and he has also been a significant contributor to the Personnel Testing Council of Northern California. As a professor and consultant he has been involved in the development of professional standards through our organizations and directly to practitioners and students.

Irwin Goldstein is a renowned author, educator, and practitioner. He brings this great package of background and skill to help organizations implement valid selection procedures. For what more could we hope in a Bemis nominee? He's currently involved with an affirmative action task force that is focused on identifying what research will assist in significant societal problems such as racial profiling.

Paul Kaiser is the 2001 Bemis Award recipient. Paul truly does it all. He will assist any one of us, one-on-one, to find an effective solution to virtually any selection problem whether it is highly technical and psychometric or highly political or administrative. He works the same wonders with organizations. He has been an extremely effective and motivating leader for IPMAAC and the MAPAC organization. And as we all know, he will readily agree to make any of a wide range of thought provoking yet practical presentations to any of our valued organizations.

What has impressed me the most lately about Paul is how good he has made his boss look. In no small way, he has helped his boss look like a Civil Service Hero to the executives and politicians in the State of New York. And what he has helped his boss to accomplish is nothing less than showing that Civil Service organizations can be well-managed, efficient, cost conscious AND still foster fair and valid selection processes. All bosses should be so fortunate!

We are fortunate to have six such wonderful persons actively involved with us and our field. —ACN

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Does your company offer assessment related services? Would you like to offer these services to your colleagues? Here's your opportunity to place your ad in the ACN.

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For further information concerning advertising in the ACN you may contact Logan Hunter-Thompson at 703-549-7100.

About the ACN

The ACN is the official newsletter of the International Personnel Management Association Assessment Council, an association of individuals actively engaged in or contributing to the professional, academic and practical field of personnel research and assessment. The Council has approximately 700 members.

The ACN is published six times a year during the even months of the year. It serves as a source of information about significant activities of the council, a medium of dialogue and information exchange among members, a method for dissemination of research findings and a forum for the publication of letters and articles of general interest.

Submissions for Publication: Assessment Council members and others with letters or articles of interest are encouraged to submit materials for review and publication. Submission deadlines for future issues in 2001 are:

October Issue deadline, September 7, 2001

December Issue deadline, November 2, 2001

Articles and information for inclusion in the sections (*News of the Councils, Technical Affairs, Legal Affairs, Public Sector Practice Exchange*) should be submitted directly to the Associate Editor responsible for the appropriate section. Submissions may also be made to the Editor.

If you have questions or need further information please contact the Editor, Associate Editors, or IPMA.

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